

## ASPATRIA TOWN COUNCIL

**Minutes of Aspatria Town Council Meeting held on Tuesday 15<sup>th</sup> July 2025 at 6.00p.m at the Methodist Church Hall, Aspatria.**

**PRESENT:** Councillor S Maxwell (Chair)

**Councillors:** Cllr K Thurlow, Cllr A Hankin, Cllr K Smith, Cllr A Maxwell, Cllr A Reay, Cllr E Yates, Cllr R Gregory, Cllr M Rose, Cllr B Blackburn, Cllr D Richardson, Cllr J Capsey

**Also in Attendance:** Mrs K Cooper (Town Clerk), Ms S Hullock (RFO)

**Members of the Public:** None

### Minutes

Item		Action
<b>1.07.25. Apologies:</b> To receive and accept apologies and note the reasons for absence.	Cllr S Edmondson - Illness	
<b>2.07.25. Mayors Announcements/Updates:</b>	<p>Cllr S Maxwell welcomed two new Councillors, Dawn Richardson and Jessica Capsey to the meeting and introductions were made. The two new councillors will attend the Cllr training courses on Wednesday 16<sup>th</sup> July and Wednesday 23<sup>rd</sup> July. It was reminded of the Code of Conduct Policy for all councillors. Due to ill health Cllr Edmondson will be taking a break from attending to the town flowers, these will be looked after by the Caretaker as per his job description.</p> <p>The Mayor's Civic Service will take place on Sunday 7<sup>th</sup> September at St Kentigerns Church at 9.30am. All Cllrs meet in the Community Centre at 9.15am.</p>	
<b>3.07.25. Declarations of Interest:</b> Members are invited to make any declarations of Pecuniary Interest or other Registerable Interest (other than those recorded on their Notification of Pecuniary Interests or other Registerable Interests) relating to any items on the agenda.	None	
<b>4.07.25. Minutes of</b>	The minutes were agreed to be of a true record	

<b>Aspatia Town Council Meeting held 17<sup>th</sup> June 2025:</b>	of the meeting. Approved and signed by the Mayor/Chair. <b>RESOLVED.</b>	
<b>5.07.25. Minutes of the Events Committee Meeting held 8<sup>th</sup> July 2025:</b>	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. <b>RESOLVED.</b>	
<b>6.07.25. Meeting Reports:</b>	The Clerk circulated meeting reports of two meetings she had attended. One being with MP Markus Campbell-Savours on 21 <sup>st</sup> June and one at Park Lodge on 25 <sup>th</sup> June. The reports were to update Cllrs. Initialled by Cllr S Maxwell. <b>RESOLVED</b>	
<b>7.07.25. Clerks Report:</b>	<p>The Clerk requested further information on the external doors to be replaced at Brandraw toilet block. It was agreed to get quotes for both plastic and metal doors. To discuss at next meeting.</p> <p>The Clerk informed the Cllrs the boulders have been moved on Queen Street car park to allow extra parking bays due to the Co-op pop up shop being situated at the car park. The plans that were originally in place did not happen; however Cumberland Council have made an additional 12 bays.</p> <p>The Clerk collected the name sheets for the Senior Citizens trip in August; there are 80 people going therefore the Clerk has ordered two coaches from Ellenvale.</p> <p>The defibrillator at the Masonic Hall requested a new battery, this has been purchased and replaced by the council.</p> <p>The pitches in St Mungos Park have now been Verti-drained and required seeding and fertiliser. This was kindly done by Richard Hudson who is a coach for Aspatia Football Club. It was agreed to give him a donation of £50.</p> <p>The outdoor gym installation is to take place on Monday 8<sup>th</sup> September.</p> <p>St Mungos Park facilities are being hired out by a football club to run a summer camp. The RFO will invoice the club £30 per day for usage.</p> <p>The Clerk had received a Thank You card from a member of the public, thanking the council for all our hard work with events which take place and things being done around the town.</p> <p><b>RESOLVED</b></p>	
<b>8.07.25. Public Participation:</b>	Cllr Smith was informed by a member of the public of two vehicles parking on Queen Street car park where there are no bays, this is causing	

	<p>problems for wagon drivers trying to pull on to the car park. TC to investigate.</p> <p>Cllr Smith also received a complaint regarding a tenant at the Lawson Street allotments. The issue is ongoing and is to be resolved through solicitors.</p>	
<b>9.07.25. Highways:</b>	<p>Cllr S Maxwell has taken photographic evidence of the road to Hayton from West Street due to several potholes. The Highways Dept have responded to say they will be attending to the area; however it is unknown when. The Clerk is also to report this.</p>	
<p><b>10.07.25. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors:</b></p> <p>Councillor Kevin Thurlow</p>	<p>Cllr B Blackburn requested Cllr Thurlow to investigate the rubbish bags for Brough Street, which were to be supplied by Cumberland Council.</p>	
<b>11.07.25. Financial Matters:</b>	<p>(i) Expenditure and Income for June 2025:-  <b>RESOLVED</b> that the expenditure of £15,677.16 (including VAT) and the income of £1,223.44 as detailed in the June 2025 schedule be approved.</p> <p>Members also approved the following payments to be made:-</p> <ul style="list-style-type: none"> <li>- NPower £66.91 - Brandraw Toilet Block Electricity Charges for 1.6 - 30.6.25</li> <li>- Aquatrust £158.70 - Legionella Quarterly Invoice for Monitoring Programme</li> <li>- LR &amp; JA Allen £138.29 - Fuel</li> <li>- Aspatria Farmers £501.37 - Various Materials, Tools, Lawn Seed and Fertiliser</li> <li>- Northern Love Letter £100.00 - Christmas Lights</li> <li>- Mike Dowling Contracting Ltd £480.00 - Verti Draining Pitches</li> <li>- AJ Security (North) Ltd £235.20 - Door Supervision for Party in the Park Event</li> <li>- Lloyd Ltd £127.12 - Blades for mower</li> <li>- K Cooper £50.00 - reimbursement for seeding</li> </ul> <p>ii) To receive the Bank Reconciliation Statements as at 30th June 2025:-  <b>RESOLVED</b> that the circulated Bank Reconciliation and supporting Statements be confirmed and accepted as a true record.</p> <p>(iii) Quarter 1 Budget Monitoring - 1st April to 30th June 2025:-</p>	

	<p>The RFO gave an overview of the net position for the first quarter of 2025/26 and commented on areas as recorded in the schedule, as well as requesting Members approval for the transfer from earmarked reserves of the Lottery Funding received to cover the cost of the Ninja Trail, which has now been installed. The RFO explained that the first quarter budget monitoring does not highlight any immediate concerns, however, Members need to be mindful of the possible pending legal costs in relation to finalising the lease agreement between the Town Council and the allotment land owner, as this may exceed the amount initially budgeted for and will therefore need to be funded from Council balances.</p> <p><b>RESOLVED</b> that the income and expenditure position for the first quarter to June 2025 be accepted and approved as well as the transfer from earmarked reserves being authorised.</p>	
<p><b>12.07.25. Parks &amp; Allotments:</b></p>	<p><b>Allotments and Lease:</b> It was agreed by all Cllrs that the Clerk is contact our solicitors to check over the lease from the landowner, as we only require a ten-year lease, and also draft a new tenancy agreement (between the council and the tenants) which mirrors the lease. It was also agreed the solicitors to contact the tenants of plot 20 with the ongoing dispute.</p> <p><b>Old shelter:</b> The Clerk is to acquire prices for a bandstand type shelter to be erected in St Mungos Park. Ongoing.</p> <p><b>Toilet at St Mungos Park:</b> The Clerk is to contact Lakes Loos to enquire about a used porta loo cabin which would be plumbed into the mains at the changing rooms in order to give the public a toilet to use within the park. Ongoing.</p> <p><b>Entrances to the park for vehicles:</b> The Clerk has requested we look at the entrances at the park for vehicles to travel over the grass for events such as Party in the Park. It was suggested a contractor visit the site to give us a quote for the work to be carried out. Ongoing. The Caretaker had received a price for a new gate to be placed at the new entrance from Outgang Road allotment. Cllr A Maxwell and Cllr Hankin are to meet on Friday 18<sup>th</sup> July to inspect the area and measure for a new gate. Cllr Maxwell and Cllr Hankin are also to visit Victoria Park to inspect the platforms on the childrens climbing frame. Due to wear and tear, one or more of these need to be replaced for safety. The roundabout at Victoria Park is also</p>	

	to be inspected, as the area where it is situated often floods. Ongoing.	
<b>13.07.25. Yates Gym Building:</b>	Following recent activity within the empty building and police being involved, we have now been informed by the estate agents the building is due to be re-let.	
<b>14.07.25. Defib at Lawson Street::</b>	The Masonic Hall have been offered a defib, however as there is already one in place, they have contacted the council offering the defib to us. The Cllrs agreed it should be placed at Lawson Street. The Clerk has been contacted by two businesses on the business park. It was suggested the Clerk contact Spencer Grahams garage to see if they would power the defib, as this is more central. If this location is not possible the Clerk will contact Dan Green.	
<b>15.07.25. Schedule of Correspondence, Notices and Publications:</b> To receive a schedule of correspondence, notices and publications received since the last meeting.		
<b>16.07.25. Applications for Development:</b>		
<b>17.07.25. Items submitted by members:</b>	None	
<b>18.07.25. Items for the next meeting:</b>	None	
<b>19.07.25. Confidential Items:</b>	To discuss Confidential matters. These are minuted and only distributed to Cllrs.	
<b>20.07.25. The next meeting of Aspatria Town Council will take place on Tuesday 16<sup>th</sup> September 2025 at 6pm.</b>		

The meeting ended at 7.45pm.

