

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 15th September 2026 at 6.00p.m at the Methodist Church Hall, Aspatria.

PRESENT: Councillor R Gregory (Chair)

Councillors: Cllr K Thurlow, Cllr K Smith, Cllr S Maxwell, Cllr M Rose, Cllr D Richardson

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

Members of the Public: None

Minutes

Item		Action
1.9.26. Apologies: To receive and accept apologies and note the reasons for absence.	Cllr A Maxwell – Prior Engagement Cllr A Hankin – Family Commitment	
2.9.26. Mayors Announcements/Updates:	Cllr Gregory thanked everyone who was in attendance at the Civic Service at St Kentigerns Church. Cllr Gregory then attended Wigton's Civic Service in the afternoon. Great feedback was received from the Senior Citizens Trip in August. Cllr Gregory attended a Climate Change event on 11 th September at Aspatria Rugby Club, this was well attended. RESOLVED	
3.9.26. Declarations of Interest: 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.	Mrs K Cooper (Town Clerk) per item 22 of the agenda.	
4.9.26. Minutes of Aspatria Town Council Meeting held 21st July 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
5.9.26. Confidential Minutes of Aspatria Town Council Meeting held 21st	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	

July 2026:		
6.9.26. Minutes of Aspatia Extraordinary Meeting held 27th July 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
7.9.26. Clerks Report:	The Clerk was pleased to announce the bus shelter at Queen Street has now been replaced. RESOLVED The works to install the zebra crossing at Richmond Hill School is now due to start on 12th October and last for approx. 3 weeks. Ongoing. The Clerk has been notified the training walls for both play parks, which are being purchased with National Lottery funding, will be installed on 9th and 10th November. The tenant who is renting our council land at Crookey has now completed the relevant paperwork and rental fee paid. RESOLVED. The Clerk suggested an Events Meeting date be put in the diary. The Events Committee will meet on Thursday 24th September. RESOLVED. The Clerk requested we purchase the wreath for Remembrance Sunday. It was suggested we purchase a plaque with the council logo to be placed in the middle of the wreath. Clerk to action. RESOLVED.	
8.9.26. Public Participation:	The Clerk received an email regarding the land at the entrance to St Kentigerns church yard at North Road regarding who is responsible for the grass cutting. Cllr Thurlow has since been and attended to the site. RESOLVED. A request to erect banners throughout town for advertising purposes was rejected. The Clerk is to inform the relevant party. RESOLVED. A member of the public emailed the Clerk regarding the weeding and litter throughout town. This is the responsibility of Cumberland Council however Cllr Thurlow is to address this. The Clerk has also previously requested a street cleaner. Ongoing. A resident at Station Road has enquired about the triangular piece of land at Creamery corner, however this needs to be investigated with the Land Registry. Clerk to inform. RESOLVED. Cllr Smith had been approached by an allotment holder suggesting an allotment committee be set up to enable any issues to be discussed and forwarded to the Clerk and the committee to attend P&A meetings. Ongoing. Cllr Rose has received complaints about an overgrown garden at King Street. The Clerk is to	

	contact Cumberland Council. Ongoing. Cllr S Maxwell has requested the council yet again contact a property owner whose hedges are overgrown, blocking right of way on a public footpath at Bellgate Steading. Clerk to action. Ongoing. Cllr Thurlow asked to give thanks to Top Marks pest control for attending to two wasps' nests within St Mungos Park, free of charge. Clerk to post on social media. RESOLVED.	
9.9.26. Highways:	Nothing to report.	
10.9.26. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: Councillor Kevin Thurlow		
11.9.26. Financial Matters:	(i) Expenditure and Income Schedules for July and August 2026:- RESOLVED that the schedule detailing expenditure of £18,481.49, (including VAT) and income of £30,115.31, (which includes an internal transfer from the Council's deposit account of £30,000), for July 2026 and expenditure of £8,603.24 (including VAT) and income of £20,330.49, (which includes the lottery grant funding of £17,450 for playground equipment), for August 2026 as detailed in the circulated schedules be approved. Councillors also agreed the following payments to be made:- LR & JA Allen £28.54 - Fuel Cumbria Pest Control £145.20 - Quarterly invoice for rodent control at the allotments -Oct to Dec 26 GroGreen £212.28 - Fertiliser Ellenvale Coach Co Ltd £1,150.00 - 2 x Coaches for Senior Citizen Trip to Lancaster Richard Sewell Ltd £232.06 - Mower Repairs K Thurlow £1,777.50 - Various Work in the Town (18.7.26 - 11.9.26) No invoice has yet been received from Npower in relation to the electricity usage for Brandraw Toilets between 1.8.26 - 31.8.26 - RESOLVED approval is given for the prompt payment of this bill once received. (ii) To receive the Bank Reconciliation Statements as at 31st July and 31st August 2026:-	

	RESOLVED that the circulated Bank Reconciliations and supporting statements be confirmed and accepted as a true record. (iii) External Audit Sign Off and Publication:- (a) RESOLVED that the External Audit report regarding the sign off of the 2025/2026 year end accounts be accepted. The RFO gave an overview of the comment made by the External Auditor following completion of their review. It was explained that on the basis of their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion, the information contained within those Sections is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern, with relevant legislation and regulatory requirements met. (b) RESOLVED that the preparation and publication of "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements, along with the certified AGAR (Sections 1. 2 & 3) be published on the Council's website and notice boards before 30th September 2026 be accepted. The Clerk has published the necessary documentation on the website and on the Council's notice boards.	
12.9.26. Parks & Allotments:	Allotments: Lawson Street – The majority of agreements have now been signed and payment made for the allotments. Outgang Road – The P&A Committee to meet next week to inspect allotments and play parks. St Mungos Park – • Councillor Thurlow gave thanks to Rev Matt Richards and volunteers for the work being carried out on the park railings. All agreed a fantastic job is being done. • Park Railings – We are still awaiting quotes for the repair works on the railings. Ongoing • It was approved by all to hire a skip once the Councillors have sorted the shed. • It was agreed the fees to the football clubs will remain the same again this year. The RFO is to generate invoices for the Clerk to distribute. RESOLVED	
13.9.26. Grant Application:	The Clerk received a grant application from Aspatria Church for £1000. This is to help them purchase equipment to keep the churchyard tidy and the grass cut. It was proposed by Cllr	

	Thurlow and seconded by Cllr Smith we grant them the full amount needed. RESOLVED.	
14.9.26. Brandraw Car Park:	Cllr S Maxwell requested the road markings on the car park be repainted as they are no longer clear and the Clerk also requested the yellow lines be repainted for the food vans, however on inspection some of the car park needs resurfaced. The Cllrs are to meet to discuss what needs carried out then the Clerk will retrieve quotes. Ongoing.	
15.9.26. Council Policy Review:	The Clerk circulated the Complaints Procedure Policy to all councillors prior to the meeting. The policy was approved and adopted at this meeting. RESOLVED	
16.9.26. Town Noticeboards:	Cllr Thurlow and Cllr Hankin are to assess the noticeboard at the Community Centre to see how it can be repaired. Ongoing.	
17.9.26. Town Appreciation Scheme:	It was agreed by all to purchase gift vouchers to those individuals who have volunteered their own time to water and maintain the town flowers. Clerk to action. Thanks were given to both Beacon Hill School and Richmond Hill School for their involvement; a letter of appreciation will be sent via the Clerk. RESOLVED.	
18.9.26. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
19.9.26. Applications for Development:	These are circulated to councillors via email on receipt of them.	
20.9.26. Items submitted by members:		
21.9.26. Items for the next meeting:		
22.9.26. Confidential Items:	The Town Clerk left at 8pm. Confidential items are minuted separately and only circulated to Councillors.	
23.9.26. The next meeting of Aspatria Town Council will take place on Tuesday 20th October 2026 at 6pm.		

The meeting ended: 8.30pm.

