

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 16th June 2026 at 6.00p.m at the Methodist Church Hall, Aspatria.

PRESENT: Councillor R Gregory (Chair)

Councillors: Cllr K Thurlow, Cllr A Hankin, Cllr K Smith, Cllr A Maxwell, Cllr S Maxwell, Cllr D Richardson, Cllr M Rose, Cllr B Blackburn

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

Members of the Public: None

Minutes

Item		Action
1.6.26. Apologies: To receive and accept apologies and note the reasons for absence.	None.	
2.6.26. Mayors Announcements/Updates:	Cllr Gregory gave thanks again to the Clerk for her hard work with the Party in the Park event. Everyone agreed it was a great afternoon with a lot of positive feedback. Cllr S Maxwell proposed Cllr B Blackburn join the Events Committee as she is currently not on a sub-committee. This was seconded by Cllr Smith. RESOLVED	
3.6.26. 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.	Cllr Thurlow, Cllr Hankin, Mrs K Cooper and Ms S Hullock per item 20 of the agenda.	
4.6.26. Minutes of Aspatria Town Council AGM and Aspatria Town Council Meeting held 19th May 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
5.6.26. Minutes of Aspatria Town Council P&A Meeting held 22nd May 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	

6.6.26. Minutes of Aspatria Town Council Extraordinary Meeting held 3rd June 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
7.6.26. Clerks Report:	The Clerk has again chased up the insurance company regarding the damaged bus shelter at Queen Street and has been advised the loss adjusters are dealing with this therefore it is taking longer than expected. TC to contact the insurance company again. Ongoing. The new portaloo has now been installed in St Mungos Park and will be available for all to use. Should any damage occur to the toilet it will result in it being removed. RESOLVED The barrier at Brandraw car park which was knocked down by a member of the public has now been repaired. The council agreed at a previous meeting to pay half the amount to have the works carried out with the person responsible paying the other half. The Clerk is to chase up payment from the person responsible. New locks have been purchased for areas within the town and keys given to designated people. RESOLVED The Mayor's chain has been repaired and engraved with the current Mayor. RESOLVED The Clerk had acquired three quotes for transport for the Senior Citizens Trip to Lancaster in August. It was decided to book with Ellenvale due to the cost. RESOLVED	
8.6.26. Public Participation:	Cllr Hankin had been informed of some upgrades due to happen at First Milk which will result in additional traffic. The council feel any investment within the town is positive and should any issues arise, this would have to be discussed at the time. RESOLVED	
9.6.26. Highways:	Cllr Thurlow confirmed the crossing at Richmond Hill School will go ahead and work is due to commence in August. RESOLVED	
10.6.26. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: Councillor Kevin Thurlow	Cllr Smith asked Cllr Thurlow if anything could be done to address the weeds throughout the town. This has already been reported to Cumberland Council, and the Clerk has also requested the need for a street cleaner. Ongoing. Cllr Hankin stated the entrance to Queen St car park is overgrown and looks untidy. The Clerk is to contact the car parks officer at Cumberland Council. Ongoing.	

11.6.26. Financial Matters:	(i) Expenditure and Income for May 2026: RESOLVED that the expenditure of £11,318.20 (including VAT) and the income of £4,150.38 as detailed in the May schedule be approved. (ii) Members also approved the following payments to be made:- - Colour Gro - £1572.00 - Town Flowers - Aspatria Farmers - £48.00 - Compost - Reimbursement of various acts for Party In The Park - £450.00 - A1 Tractor Parts - £77.83 - Fuel for strimmers - Nicholson & Coulthard - £69.95 - Engraving of Chain & brooch fixings - NC Associates - £1567.50 - HR Support Work - Cumbria Pest Services - £145.20 - Rodent Pest Control - LR & JA Allen - £ 84.96 - Fuel - Npower - £54.44 - Electricity for Brandraw Toilet Block for May 2026 - Ian Millar - £500.00 - Repairs to Height Barrier on Car Park (£250.00 to be reimbursed) - Bin Blasters Cumbria - £30.00 - 5 Bins - Cumbria Insurance Brokers - £608.34 - Van Insurance - Reverb Stage and Sound Services - £400.00 - PA System and Crew for Party in the Park (iii) To receive the Bank Reconciliation and Statements as at 31st May 2026: RESOLVED that the circulated Bank Reconciliation and corresponding Statement be confirmed and accepted as a true record. (iv) Annual Return Report 2025/26: The Annual Return Report for 2025/26 was circulated and discussed. RESOLVED that the details therein be accepted as a true record. (v) Annual Audit 2025/26: (a) Section 1 Annual Governance Statement 2025/26: RESOLVED that it be formally recorded that in the opinion of the Council, it has met all its statutory obligations to comply with the Account and Audit Regulations 2015 and accordingly authorises the Chairman and the Clerk to sign the Annual Governance Statement, prior to submission to the External Auditor. (b) Section 2 Accounting Statements 2025/26:	
---	--	--

	RESOLVED that copies of the Council's accounts for the year 2025/26, as circulated by the RFO, be formally received, noted and approved by the Chairman. (vi) Explanation of Variances for the Year End 31st March 2026: The report was circulated and the RFO explained the reasons for the variances reported therein. RESOLVED that the details therein be accepted as a true record. (vii) Dates for the Exercise of Public Rights: The proforma for the Dates for the Exercise of Public Rights was discussed and RESOLVED that the Chairman set the commencement date for the exercise of public rights of the unaudited annual Governance & Accountability return for the year ended 31st March 2026 as from Monday 22 June 2026 to Friday 31 July 2026. (viii) Financial Reserves 2025/26 The RFO circulated a report highlighting the Council's Financial Reserves for 2025/26. The RFO also explained the conditions of earmarked reserves and ringfenced reserves. RESOLVED that the details therein be accepted as a true record. (ix) Internal Audit Report: The Internal Audit report for the second half of the 2025/2026 financial year was circulated by the RFO. RESOLVED that the report be accepted and included in the year end documentation sent to the External Auditors for review as part of the year end sign off.	
12.6.26. Parks & Allotments:	Allotments: Lawson Street – The Clerk was contacted by the solicitor regarding the lease/tenancy agreements. The council are happy to circulate the agreements to allotment tenants on the condition the landowner has accepted the terms of the lease. It was proposed by Cllr S Maxwell and seconded by Cllr Smith the council are to maintain the boundaries of the land as we have previously done. Clerk is to contact solicitors. Ongoing.	

	Outgang Road – Extra plots are being made at Outgang Road due to the work being carried out by James Robinson. The P&A Committee are to meet and arrange the plots then contact those living in close proximity to the plots to gauge interest in letting. This cannot be done until the new tenancy agreements are in place. Ongoing. National Allotment Society Membership – The renewal for this is due and costs us £84 per annum. It was agreed by all to remain members. RESOLVED St Mungos Park – The Clerk was contacted this morning and was informed the verti-draining would be done this afternoon on both pitches. RESOLVED • Park Railings – Cllr Thurlow had a meeting with a contractor to discuss the main park gates and railings. It was suggested we renew the railings at either side of the gate to incorporate the pattern of the main gate using galvanised railings and painting them all black. The walls underneath the railings would also be replaced with sandstone flags to tidy up an important area within the town. The Clerk is to see if there is any funding available and also acquire quotes for the work to be carried out. Ongoing. Unanimous vote to change all of the railings to black. RESOLVED • Tyre Swing Ground – The Clerk has spoken with the play park engineer regarding the ground below the tyre swing due to shrinkage problems with the surface. He suggested laying soil down between the grass and the tarmac, with grass seeds to ensure it is safe. Cllr Thurlow mentioned using turf could also be an option. We are to discuss further with a contractor before deciding. Ongoing. • Picnic Benches – Cllr Hankin requested three picnic benches for St Mungos Park as the current ones have been neglected and need replacing. The Clerk received quotes and it was proposed by Cllr S Maxwell and seconded by Cllr Rose to purchase two new green picnic benches now then possibly two more in the coming months depending on funding. Clerk to	
--	--	--

	order. RESOLVED • Trees – The tree surgeon has been out to inspect further trees within the park. He suggests dead wooding several trees and have them inspected via a surveyor. It was proposed by Cllr Hankin and seconded by Cllr Smith. The Clerk to arrange. Ongoing. Thanks were given to Cllr Thurlow and Cllr Hankin for work being done in the park. We have received some positive feedback on how great it is all looking. Cllr A Maxwell addressed the meeting to put to them a request from Mr J Baker. In return for the council keeping hold of the lights currently fitted to the council van roof, which apparently belonged to Mr Baker, could he take the old mower and strimmer which are both currently in disrepair and do not work. All councillors agreed. The Mayor and the Chair of the P&A Committee are to meet with JB and issue a document for all parties to sign.	
13.6.26. Council Policy Review:	The Clerk has contacted CALC for advice regarding the policies, as if no changes are made are they still to renew and readopt each year. The Clerk is waiting on a reply. Ongoing.	
14.6.26. Town Flowers:	The RFO was concerned the Clerk had been watering hanging baskets at 5am one morning due to the fact we have no one to water them. The Clerk has contacted a couple of contractors but to no avail. We currently have members of the public helping water the baskets outside their homes and was an idea to post on socials asking for assistance with this. Cllr Gregory suggested we purchase retractable hangers for the baskets to make them easier to water, the Clerk is to investigate the cost of these and purchase if necessary. Failing this, we can remove the existing baskets and place within the park where they will be easier to water. Ongoing. Cllr Gregory requested the council purchase two plaques on behalf of our schools, Richmond Hill and Beacon Hill as they have assisted us in planting up the flowers. It was agreed Cllr Richardson would make the plaques. Proposed by Cllr Gregory and seconded by Cllr Smith. RESOLVED Cllr Blackburn is to water and look after the Memorial Garden and tubs at the park gates, however there is no tap head on the outside tap of the Bowling Club. The Clerk is to contact them. Ongoing.	

15.6.26. Town Appreciation Scheme:	This was requested to move onto July meeting when the council have an idea of who needs an appreciation letter regarding flowers.	
16.6.26. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
17.6.26. Applications for Development:	These are circulated to councillors via email on receipt of them.	
18.6.26. Items submitted by members:	Cllr Rose requested an Events meeting be put in the diary. Clerk to arrange. The Clerk informed the council the Civic Service was looking to take place on 6th September 2026.	
19.6.26. Items for the next meeting:	Brandraw car park – Cllr S Maxwell	
20.6.26. Confidential Items:	Contract/hours review for staff and councillors. Confidential minutes are recorded separately and only disclosed to councillors.	
21.6.26. The next meeting of Aspatria Town Council will take place on Tuesday 21st July 2026 at 6pm.		

The meeting ended at 8.30pm.

