

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 17th February 2026 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 R Gregory, 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
1.2.26. Apologies: To receive and accept apologies and note the reasons for absence.	None.	
2.2.26. Mayors Announcements/Updates:	None.	
3.2.26. 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 Blackburn declared an interest on item 13 of the agenda under Parks & Allotments.	
4.2.26. Minutes of Aspatria Town Council Meeting held 20th January 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
5.2.26. Confidential Minutes of Aspatria Town Council Meeting held 20th January 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
6.2.26. Minutes of ATC Events Committee Meeting held 15th January 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
7.2.26. Minutes of ATC Parks and Allotments	The minutes were agreed to be of a true record of the meeting. Approved and signed by the	

Meeting held 30th January 2026:	Mayor/Chair. RESOLVED.	
8.2.26. Clerks Report:	<p>The Clerk informed the meeting of a road closure at Brough Street from 23rd February for approx. 3 days from 8am – 6pm each day, therefore the Clerk has received permission from Cumberland Council to open Queen Street overflow car park to enable residents to park. RESOLVED.</p> <p>The Clerk has contacted both the insurance company and the person responsible for damaging the bus shelter at Queen Street. Ongoing.</p> <p>We are still awaiting further information from Cumberland Council to commence works on the drainage issue at the park.</p> <p>Cllr A Maxwell is currently working through the Asset Register to ensure it is all up to date. Ongoing.</p> <p>The Clerk is to email Colourgro again to chase up what is happening regarding the town's flowers.</p> <p>The council meeting in March will take place on Tuesday 24th March due to the Clerk having a prior engagement on 17th March. RESOLVED</p>	
9.2.26. Public Participation:	<p>The Clerk had been approached by a local business to ask if they were permitted to erect a banner in the town to promote their business. Councillors stated this was at the discretion of Cumberland Council and therefore the Clerk will inform the business owner to contact them directly. RESOLVED</p> <p>Cllr Richardson has received complaints from members of the public as a business owner has placed an A board outside her property which is blocking most of the pavement. The Clerk is to contact Cumberland Council.</p> <p>Cllr Blackburn has requested the Clerk contact Stagecoach regarding the service of buses running through town due to many of them being cancelled. Ongoing.</p>	
10.2.26. Highways:	The Clerk, Cllr A Maxwell, Cllr Thurlow and Cllr Gregory met with the traffic team from Cumberland Council to discuss issues with traffic throughout the town. Areas included Market	

	Square, Outgang Road, Richmond Hill School and both crossings within the town. Ongoing.	
11.2.26. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: Councillor Kevin Thurlow	Cllr Thurlow reminded the meeting anyone can report potholes in the road and also the problems with drains throughout the town.	
12.2.26. Financial Matters:	<p>i) Expenditure and Income Schedule for January 2026:- RESOLVED that the expenditure of £14,012.05 and income of £15,075 be approved, (£15,000 being a transfer from the Council's Deposit Account).</p> <p>Members also approved the additional invoices for payment:- K Thurlow - £38.38 - Reimbursement for Toilet Rolls for Brandraw Toilet Block Robinsons Joiners, Builders & Maintenance Contractors - £1350.00 - Park Entrance Works Aspatia Farmers - £109.20 -Various materials NPower - £149.82 - Toilet Block Electricity (1.1.26 - 31.1.26) LR & JA Allen - £144.78 Van Fuel Burnetts - £336.00 - Allotment Work</p> <p>(ii) To receive the Bank Reconciliation Statements as of 31st January 2026: - RESOLVED that the circulated Bank Reconciliation Statements be confirmed and accepted as a true record.</p> <p>(iii) Transfer of funds from the Council's 30-Day deposit Account to the Current Account RESOLVED that £20,000 be transferred from the 30-Day Deposit Account to the Current Account.</p> <p>(iv) Removal of Parties from the Council Bank Accounts and Addition of a Party to the 30-Day Deposit Account:- RESOLVED that:- - the form be signed to remove ex-councillors T Gear, S Hilary and A Reay from all of the Council's bank accounts. - Councillor Dawn Richardson be added as a signatory to the Council's 30-Day deposit Account following the resignation of one of the signatories. Councillor Richardson is to complete the required form and hand this into</p>	

	<p>the Cumberland Building Society.</p> <p>(v) Internal Audit Requirements Review of the effectiveness of Internal Audit Arrangements 2025/26:- The RFO circulated a report which covered the annual review of the effectiveness of the Council's system of internal audit. The RFO explained that this review is an integral part of the continually improving governance and accountability arrangements of the Council.</p> <p>Internal Audit Plan for 2026/27:- Part of the process for the Internal Audit operation is the adoption of an Internal Audit Plan. The RFO circulated the proposed Internal Audit Plan for 2026/27 and explained the areas contained therein.</p> <p>Appointment of the Internal Auditor:- The RFO explained the background and experience of the current Internal Auditor used by the Council and sought approval for the reappointment of Mrs. Airey as Internal Auditor for the 2026/27 financial year.</p> <p>RESOLVED that</p> <ul style="list-style-type: none"> - the internal audit arrangements are considered effective and are to be used by the Internal Auditor for the financial year 2025/26. - the areas proposed within the 2026/27 Internal Audit Plan are accepted. - Mrs Jean Airey be reappointed as the Internal Auditor for the Council's 2026/27 financial year. 	
<p>13.2.26. Parks & Allotments:</p>	<p>Cllr Blackburn left the room. The Clerk received a letter from Cllr Blackburn and her husband to request permission to erect a new shed on her allotment at Lawson Street. The Council were provided with information and following an inspection prior to the meeting, permission was granted following conditions were met and no breaches took place.</p> <p>Cllr Blackburn re-entered the room.</p> <p>Allotments: Outgang Road – The work on the entrance into the park via Outgang Road allotments is now complete. The planning application for two storage containers to be placed at Outgang Road has now been revoked.</p>	

	<p>Lawson Street – The Clerk continues to meet with the solicitors to draw up new tenancy agreements for the allotments and to complete the lease between the council and the landowner. Ongoing.</p> <p>It was proposed by Cllr Gregory and seconded by Cllr Rose to increase the rental amounts for the allotments this year. This follows a discussion at the P&A meeting and due to there being no increase since 2024. The new fees are full plot - £100 per year half plot - £70 per year Outgang Road - £80 per year. RESOLVED</p> <p>The Clerk was contacted about moles appearing at the allotments. On investigation, our contract with pest control does not include moles, therefore the plot holder is to arrange and pay for this to be dealt with. RESOLVED</p> <p>Due to issues at the allotments the Clerk suggested erecting CCTV at the allotments. The Councillors agreed at this time no CCTV would be placed on site. RESOLVED</p> <p>St Mungos Park – Following the last meeting, the Clerk purchased a sensor light for the changing rooms as a trial, to reduce the lights being left on. This has proved to be a success, and it was agreed to replace the remaining 10 lights at £12.99 each. Proposed by Cllr Gregory and seconded by Cllr A Maxwell. RESOLVED</p>	
<p>14.2.26. Data Protection Policy:</p>	<p>The Clerk circulated the Data Protection Policy to the Cllrs prior to the meeting. The policy was agreed and adopted at this meeting 17/02/26. This will also be updated on the council website. RESOLVED.</p>	
<p>15.2.26. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.</p>		
<p>16.2.26. Applications for Development:</p>	<p>Pete Mortimer – HOU/2026/0004 Re-submission of two storey rear extension at Queen Street.</p>	
<p>17.2.26. Items submitted by members:</p>	<p>None</p>	
<p>18.2.26. Items for the next</p>		

meeting:		
19.2.26. Confidential Items:	Staff Appraisals. To be minuted confidentially.	
20.2.26. The next meeting of Aspatria Town Council will take place on Tuesday 24th March 2026 at 6pm.		

The meeting ended at 8.00pm.

