

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 17th September 2024 at 6.00p.m at the Methodist Church Hall, Aspatria.

PRESENT: Councillor S Maxwell (Chair)

Councillors: Cllr A Maxwell, Cllr K Thurlow, Cllr A Hankin, Cllr M Rose, Cllr K Smith, Cllr S Edmondson, Cllr R Gregory, Cllr A Reay, Cllr L Hunter, Cllr C Macdonald, Cllr B Blackburn

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

Members of the Public: Rebecca Edmondson, Anne Tait, Andrea Hunt, John Stokoe, David Davidson

Minutes

Item		Action
1.9.24. Apologies: To receive and accept apologies and note the reasons for absence.	Cllr J Marsh – holiday	
2.9.24. Mayors Announcements/Updates:	<p>Cllr Maxwell opened the meeting and welcomed Cllr Blackburn back to the council. The meeting was informed of Cllr D McRea’s resignation as a Councillor and the council wish him well.</p> <p>The Senior Citizens Trip was in August to Durham and feedback was positive and enjoyed by all. The Town Clerk was asked if next year Ellenvale provide the coaches if a step could be available to help the Senior Citizens on and off the coach.</p> <p>The Town Clerk collected some council documents from a house in Fletchertown where these had been held by a previous Clerk. The documents dating between 1974-1998 will be taken to the Carlisle Archives to be stored.</p>	
3.9.24. 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.	None	
4.9.24. Minutes of Aspatria Town Council Meeting held 16th July 2024 :	The minutes were agreed to be of a true record of the last meeting. Approved and signed by the Mayor/Chair.	
5.9.24. Clerks Report:	The Clerk had nothing to report.	
6.9.24. Public Participation:	John Stokoe, the licensee for the Red Lion public house addressed the meeting with safety concerns at	

	<p>the front of his property. Access and deliveries are restricted in the area with drivers having to reverse onto the highway via a raised kerb and into the pedestrianised crossing, which has caused several problems almost resulting in accidents. To be discussed at the next meeting.</p> <p>John Stokoe and David Davidson left at 6.02pm.</p> <p>Cllr Blackburn requested the grass where the bench located at West Street, on the junction towards Hayton to be cut/strimmed however the Clerk informs the meeting this has been done.</p> <p>Cllr Blackburn asked if there is any update on Station Road railway bridge following the wall being demolished by a vehicle. No update as yet.</p> <p>It was reminded to order the poppy wreathes for the Remembrance Service.</p> <p>The Town Clerk received a letter from a resident of Aspatria complaining noise pollution which seems to be a result of a generator being operated at the Gleeson Home site. Cllr Thurlow had visited the site and was informed this would be due to be complete and turned off very soon. Town Clerk to reply in writing to the resident.</p>	TC
7.9.24. Highways:	<p>Thanks was given to Cumberland Council for the completion of the surface works on Queen Street. The council are impressed with the quality of the work carried out.</p>	
<p>8.9.24. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors:</p> <p>9.1 Councillor Kevin Thurlow</p>	<p>Cllr Thurlow requested Cumberland Council to resurface the area at Richmond Hill School, this will be going ahead in the October half term.</p> <p>The plans for the Battery Energy Storage Site (BESS) have been agreed and are going ahead.</p> <p>Cllr Rose raised a concern to Cllr Thurlow of a blocked drain at Crookey, where the houses have previously flooded due to the drains.</p> <p>A meeting for the Community Panel is taking place on Monday 23rd September 2024 at 10am in Aspatria Library, Cllrs are encouraged to attend to meet with the panel.</p> <p>Andrea Hunt, Anne Tait and Rebecca Edmondson leave at 6.50pm.</p>	KT
9.9.24. Financial Matters:	<p>(i) Expenditure and Income Schedules for July and August 2024:-</p> <p>RESOLVED that the schedule detailing expenditure of £6,778.41 (including VAT) and income of £1,625.31 for July 2024 and expenditure of £13,864.65 (including VAT) and income of £1,303.78 as detailed in the August 2024 schedule be approved.</p> <p>Councillors also agreed the following payments to be made:-</p> <p>Ellenvale Ltd £1100.00 - (Senior Citizens Coach Trip to Durham)</p> <p>LR & JA Allen £107.57 - (Fuel)</p>	

	<p>Npower £67.49 - (Electricity for Brandraw Toilets 1.8.24 - 31.8.24) Moore £504.00 - (External Audit of the 2023-2024 year end) Aspatria Farmers £119.82 - (Various Tools and Materials) Ministry of Doing £580.00 - (Clerks IPhone and IT Support) CALC £30.00 - (S Maxwell for Councillor Module 1 Training) Cumbria Coal Ltd £5,972.18 - (Attending/fixing/erecting the 2023 Christmas Lights as well as additional bulbs and materials) Cumbria Pest Control £145.20 - (Quarterly invoice for rodent control at the allotments -Oct to Dec 24) In respect of the quarterly Pest Control invoice for the rodent control at the allotments, it was requested that the RFO would contact the supplier to ascertain when the last visit was made by them, the number of visits made and the work carried out.</p> <p>(ii) To receive the Bank Reconciliation Statements as at 31st July and 31st August 2024:- RESOLVED that the circulated Bank Reconciliations and supporting statements be confirmed and accepted as a true record. It was also agreed that the remaining balance on the Pension Deficit Reserve of £3,600 be transferred back into the Council's General Bank account balances now that the deficit has been finalised and paid.</p> <p>(iii) External Audit Sign Off and Publication:- (a) RESOLVED that the External Audit report regarding the sign off of the 2023/2024 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.</p> <p>(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 30 September 2024 be accepted. The Clerk is to publish the necessary documentation on the website and print off the sections for display on the Council's notice boards.</p>	
10.9.24. Town Caretaker Appraisal Update:	The Town Caretaker had his appraisal following being in employment for six months. Several issues were	

	addressed and on updating the council, it was agreed to extend the probationary period for a further six months, where this will be reviewed again.	
11.9.24. Council Policies – Code of Conduct:	The Clerk has updated and circulated the Complaints Procedure and the Sickness/Absence Policy to Cllrs prior to the meeting. This was adopted at this meeting on 17 th September 24 and will be updated on the website.	
12.9.24. Parks & Allotments:	<p>As Damon McRea resigned from the council, a new Deputy Chair for the Parks and Allotments committee had to be appointed. It was all agreed Cllr Alan Maxwell take on the role. Cllr Maxwell accepted the position.</p> <p>The council had agreed to let out the waste land near Cemetery Row on the understanding this area was to be tidied up. The work on the plot has commenced and pipework is being repaired to help reduce flooding.</p> <p>The Clerk informed the councillors that certain football teams in the town have been instructed not to use St Mungos Park for their matches, however the Clerk has stressed the park is a public place and open for everyone to use. It was agreed by all, if the pitch is playable, it is free to any team to play and train on. In addition to this, the Clerk must ensure the running of the council, and its buildings and spaces is ran correctly, therefore it was suggested the locks to the changing rooms be changed and keys be held by the Clerk and the Caretaker, with bookings for the pitches and building accessed through the Clerk.</p> <p>As discussed in previous meetings the football clubs are to pay annually for use of the changing rooms and the pitches from the beginning of the football season. The Clerk is to convene a parks and allotments meeting to discuss and compose a contract between the council and the football clubs for payment and also to discuss the new booking system for St Mungos Park. Ongoing.</p>	
13.9.24. Town Flowers:	Cllr Reay expressed how disappointing the town flowers were this year in comparison to other towns. It was agreed to retrieve quotes to purchase the flowers from elsewhere for next year. Ongoing	TC
14.9.24. Christmas events:	<p>Following a Christmas sub-committee meeting it was discussed the light switch on event would take place on Sunday 1st December from 3pm-5pm. As the usual volunteers aren't available to erect the grotto and organise the event the committee were unsure as to go ahead with the grotto, rides etc. The Clerk suggested another meeting be held to discuss this in detail to ensure a Christmas event still goes ahead. Meeting to be confirmed asap.</p> <p>Due to many residents no longer wanting the Christmas lights and the maintenance cost of these, it was all agreed this year the Christmas lights would be removed. The matter of Christmas lights will be</p>	TC

	discussed at the committee meeting.	
15.9.24. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
16.9.24. Applications for Development:	Ref: FUL/2024/0201 Peter Gray – Removal of existing shipping/storage container at Rugby Club to replace with new fitness pod.	
17.9.24. Items submitted by members:	Cllr Gregory visited Harriston to see if the council can assist them in any way and if there was anything they require. A noticeboard placed in Harriston would be beneficial in order to keep the residents up to date with what is happening in the town. Clerk to ascertain a quote from Michael Coates Joinery.	TC
18.9.24. Items for the next meeting:	Red Lion access	
19.9.24. Confidential Items:	None	
20.9.24. The next meeting of Aspatria Town Council will take place on Tuesday 15th October 2024 at 6pm.		

The meeting ended at 8.25pm

