

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 21st July 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 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
1.7.26. Apologies: To receive and accept apologies and note the reasons for absence.	Cllr R Gregory – Holiday Cllr D Richardson – Family Commitment	
2.7.26. Mayors Announcements/Updates:	Cllr Rose expressed her thanks for the invitation to Wigton carnival. A good day was had by all. RESOLVED	
3.7.26. 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 21 of the agenda.	
4.7.26. Minutes of Aspatria Town Council Meeting held 16th June 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
5.7.26. Confidential Minutes of Aspatria Town Council Meeting held 16th June 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
6.7.26. Minutes of Aspatria Town Council Events Committee Meeting held 15th July 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
7.7.26. Clerks Report:	The Clerk has again chased up the insurance	

	company regarding the damaged bus shelter at Queen Street and has been advised it has been passed onto someone who is dealing with the claim, an urgent email has been sent for him to contact the Clerk. Ongoing. The Mayor's Civic Service will take place on Sunday 6th September at St Kentigerns Church, 9.15am meet at the Community Centre. The Clerk has ordered the service booklets to collect from the printers once ready. RESOLVED The Senior Citizens Trip to take place on 12th August has 75 people attending, the Clerk is to advertise this to others aged 50+ at £10 per head. New pads have been installed at the defib at the Bowling Club, these are regularly checked, recorded and updated on the database. RESOLVED The tree surgeon is to return to St Mungos Park on 24th July to continue the work carried out to make the trees safe. Ongoing Dreamscheme are using the facilities at St Mungos Park throughout the summer. RESOLVED Two picnic benches have been ordered for St Mungos Park. RESOLVED The Clerk has contacted an entertainer for the Halloween party who is charging £195 for two hours, all agreed to approve. RESOLVED Several acts have been booked for PITP 2027, one act required £50 deposit, the RFO has authorisation to make payment. RESOLVED The arrangements for the Christmas light switch on are underway, this will take place on Sunday 29th November 2026. RESOLVED The Clerk has been researching for funding to repair and replace railings at St Mungos Park. Cllr Thurlow suggested the Clerk contact Cumberland Council for possible funding. Ongoing. The Clerk will be taking annual leave in Aug/Sept however nothing is confirmed yet.	
8.7.26. Public Participation:	Cllr A Maxwell has received a complaint from a member of the public who lives at Noble Croft due to a neighbour erecting a large building in his garden. It was advised the complainant contact Cumberland Council Planning Dept. RESOLVED	
9.7.26. Highways:	Cllr Thurlow informed the meeting the crossing at Richmond Hill School has now been postponed until October.	

	The path at St Mungos Park heading towards Westnewton is in the planning stages and hopefully works will begin soon. Cllr Thurlow has contacted Vodafone due to signal issues throughout the town, he was advised there was a mast down which should be rectified by 3rd August. Ongoing.	
10.7.26. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: Councillor Kevin Thurlow	Cllr Hankin is to take photographs of the untidy area at Queen St car park and send to the Clerk who will then contact Cumberland Council.	
11.7.26. Financial Matters:	(i) Expenditure and Income for June 2026:- RESOLVED that the expenditure of £15,746.04, (including VAT) and the income of £718.65 as detailed in the June 2026 schedule be approved. Members also approved the following payments to be made:- K Thurlow - £1200.00 - Work in the Town and Park from 20.6.26 - 16.7.26 Solway Direct - £928.80 - 2 x Green Park Benches with Arms NPower £51.73 - Brandraw Toilet Block Electricity Charges for 1.6 - 30.6.26 Aquatrust £166.63 - Legionella Quarterly Invoice for Monitoring Programme LR & JA Allen £140.21 - Fuel for Van and Machinery Aspatia Farmers £8.40 - Watering Can NC Associates - £1330.00 - HR Support Work A&S Maxwell - £10.00 - Reimbursement for 2 x keys cut D Mattinson - £50.00 - Deposit for PITP 2027 (Singer) T Layzell - £9600.00 - 2 CCTV Systems ii) To receive the Bank Reconciliation Statements as at 30th June 2026:- RESOLVED that the circulated Bank Reconciliation and supporting Statements be confirmed and accepted as a true record. (iii) Transfer of Monies from the Council's 30 Day Deposit Account to the Council's Current Account:- RESOLVED that £30,000 be transferred from the deposit account into the Council's current account.	

	(iv) Quarter 1 Budget Monitoring - 1st April to 30th June 2026:- The RFO provided an overview of the net position for the first quarter of the 2026/27 financial year and commented on the areas detailed in the accompanying schedule. Members were advised that some budget headings were showing a slightly higher level of expenditure than anticipated. This was primarily due to additional employee costs, together with expenditure associated with the IT support required for the implementation of the new Assertion 10 requirements. The RFO asked Members to remain mindful of the unbudgeted costs relating to HR services, as well as potential legal costs associated with finalising the lease agreement between the Town Council, the allotment landowner and allotment tenants. These costs may exceed the amount initially budgeted and, if so, will need to be funded from Council balances. The RFO also advised that the figures did not include the pending invoice for the purchase and installation of the two new CCTV systems. RESOLVED: That the income and expenditure position for the first quarter to June 2026 be accepted and approved. (v) Updating of the Approved Mileage Rates for 2026 to 2027:- The RFO explained that, with effect from 1 April 2026, HMRC had increased the mileage reimbursement rates for employees using their own vehicles for approved business travel. The rate had increased from 45p to 55p per mile for the first 10,000 miles, with a rate of 25p per mile applying thereafter. RESOLVED: That the revised HMRC mileage rates be implemented and backdated to cover mileage incurred from 1 April 2026.	
12.7.26. Parks & Allotments:	Allotments: Lawson Street – The Clerk is to contact the solicitors again to chase up the tenancy agreements and the signing of the lease. Ongoing.	

	Outgang Road – The P&A Committee are due to meet soon to organise the newly made plots, these will then be offered to residents on Outgang Road. Ongoing. A tenant holder addressed the Clerk stating her allotment was being flooded by the area of land at Outgang Road. The Clerk and the P&A Committee will also investigate this at the meeting. St Mungos Park – • Park Railings – We are still awaiting quotes for the repair works on the railings. Ongoing • Tyre Swing Ground – Cllr Thurlow confirmed the works at the tyre swing surface should commence next week. • Councillors met at the park shed to begin a clear out. They are to make an itinerary of what is there to keep and what can be disregarded. It was approved by all to hire a skip once it is needed. • The Clerk suggested hiring or purchasing a shipping container to place at the back of the changing room building for storage. This will be discussed further at the next meeting. • The pitches at St Mungos Park have now been verti-drained however it was advised by the groundsman to purchase fertiliser and herbicide to help the grass. This would be in the region of £675. It was proposed by Cllr A Maxwell and seconded by Cllr Smith to go ahead due to the pitches being used by the football clubs. RESOLVED	
13.7.26. Brandraw Car Park:	Cllr S Maxwell has requested the road markings on the car park be repainted as they are no longer clear. The Clerk also requested the yellow lines be repainted for the food vans. Cllr Hankin suggested a contractor who could possibly complete the work. The Clerk is to contact for a quote. Ongoing.	
14.7.26. Council Policy Review:	The Clerk circulated the Code of Conduct Policy to all councillors prior to the meeting. The policy was approved and adopted at this meeting. RESOLVED	
15.7.26. Town Noticeboards:	The Clerk has asked if the noticeboard at the Community Centre can be repaired. This was repaired recently but hasn't been done properly and it is a struggle to use. It was suggested we	

	look at a magnetic backing for the board. Cllr Thurlow and Cllr Hankin are to have a look and see what needs to be done. Ongoing	
16.7.26. Town Appreciation Scheme:	This was requested to move to September meeting when the council have a better idea of who needs an appreciation letter regarding flowers.	
17.7.26. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
18.7.26. Applications for Development:	These are circulated to councillors via email on receipt of them.	
19.7.26. Items submitted by members:		
20.7.26. Items for the next meeting:	• Football fees (P&A Committee to meet with coaches) • Church Grant Application • Shipping Container • Town Appreciation Scheme	
21.7.26. Confidential Items:	The Town Clerk left at 8pm. Confidential items are minuted separately and only circulated to Councillors.	
22.7.26. The next meeting of Aspatria Town Council will take place on Tuesday 15th September 2026 at 6pm.		

The meeting ended at 8.30pm.

