

ASPATRIA TOWN COUNCIL

THE MEETING WAS MOVED FROM TUES 24TH TO WED 25TH DUE TO ADVERSE WEATHER CONDITIONS AND THE SAFETY OF ALL COUNCIL MEMBERS

Minutes of Aspatria Town Council Meeting held on Wednesday 25th March 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: Claire Shepherd and Mark Ridley

Minutes

Item		Action
1.3.26. Apologies: To receive and accept apologies and note the reasons for absence.	None.	
2.3.26. Mayors Announcements/Updates:	None.	
3.3.26. 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.	None	
4.3.26. Minutes of Aspatria Town Council Meeting held 17th February 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
5.3.26. Confidential Minutes of Aspatria Town Council Meeting held 17th February 2026:	The minutes were agreed to be of a true record of the meeting. Approved and signed by the Mayor/Chair. RESOLVED.	
6.3.26. Clerks Report:	Cumberland Council were due to commence works on the drainage issue at the park on 16 th March however this has been delayed. We are waiting on a new date.	

	<p>Cllr A Maxwell has completed the update on the Asset Register and is to meet with the RFO on Monday 30th March to ensure the valuations are correct. This will be brought to April meeting.</p> <p>The Clerk is to email Colourgro again to chase up what is happening regarding the town's flowers. Cllr A Maxwell and the Clerk are to pay them a visit to arrange delivery/collection.</p> <p>The Clerk is looking to retrieve funding for two new trainer walls for the parks. Ongoing.</p> <p>The Clerk is also looking to see if funding is available to help in updating the changing room building. Ongoing.</p> <p>The Clerk attended a CALC course on Assertion 10 which comes into force on 1st April 2026. Several documents and the council website need amending to be WCAG 2.2 AA Standard. The RFO is to gain a .gov email address, the same as the Clerk. The Clerk has spoken to the IT contractor, and he is able to assist with these requirements for £360. It was proposed by Cllr S Maxwell and seconded by Cllr R Gregory to go ahead. RESOLVED</p> <p>The Clerk is off on annual leave from Friday 27th March – Monday 13th April however she will be working Easter Monday to assist with the easter races.</p>	
<p>7.3.26. Public Participation:</p>	<p>Mark Ridley and Claire Shepherd from Aspatria Sports Partnership (ASP) attended the meeting to inform the council of their plans to acquire an all-weather pitch within the town. ASP consists of representatives from Cumberland/Aspatria Council, Beacon Hill School, Aspatria FC, Aspatria Hornets, Aspatria RUFC and Dreamscheme. Numerous teams, both football and rugby from Aspatria are unable to play/train in winter months due to waterlogged pitches, frost or lack of lighting. One of the areas of interest for the all-weather pitch would be the 7v7 pitch at St Mungos Park (in front of the changing room building). This is to be placed on the agenda for April meeting to be discussed in full.</p> <p>Claire and Mark leave at 6.25pm.</p> <p>An email was received from a member of the public complaining about damage caused at Brayton Domain. Cllr Thurlow attended the site</p>	

	<p>and due to the area previously being neglected, the owners of the land have taken steps to improve it by removing existing overgrown hedges. RESOLVED</p> <p>The Clerk received a letter anonymously regarding a barking dog at Brayton Park. This is not a matter for the town council, however the Clerk will forward this onto Home Group and Cumberland Council. RESOLVED</p>	
8.3.26. Highways:	<p>Harriston Road is due to be closed from 2nd April for 16 days due to the water company carrying out works. Cllr Thurlow is concerned the routes for diversion aren't suitable for large amounts of traffic. The Clerk is to contact Highways with concerns. Ongoing.</p> <p>Cllr Gregory has reported the tarmac near the crossing at Gift and Stitch and also several drains throughout the town.</p> <p>The traffic sign at Lawson Street is not currently working, the Clerk to report to highways. Ongoing.</p>	
9.3.26. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: Councillor Kevin Thurlow	None	
10.3.26. Financial Matters:	<p>i) Expenditure and Income Schedule for February 2026:- RESOLVED that the expenditure of £9,650.06 and income of £932.69 be approved.</p> <p>Members also approved the additional invoices for payment:- The Old Bank Tea Rooms - £20.00 - Use of room for meeting K Thurlow - £855.00 - Cleaning of Public Toilets for January - March 2026 groGreen - £382.80 - Lawn Sand and Fertiliser for Bowling Green Burnetts - £485.40 - Allotment Work Burnetts - £2700.00 - Lease Agreement Work Aspatria Farmers - £394.17 - Various Materials NPower - £104.88 - Electricity for Brandraw Toilets (1.2.26 - 28.2.26) NPower - £14.33 - Electricity for Christmas Lighting</p>	

	<p>LR & JA Allen - £101.52 - Fuel</p> <p>(ii) To receive the Bank Reconciliation Statements as at 28th February 2026: - RESOLVED that the circulated Bank Reconciliation Statements be confirmed and accepted as a true record.</p> <p>(iii) Employee Holidays:- The RFO explained that following a discussion with CALC, it was advised that staff should monitor their holiday entitlement in hours which will assist those officers who may work varying hours each day. The hours are calculated on the holiday entitlement days only rather than adding bank holidays into the calculation. Bank holidays are therefore automatically given rather than having to deduct the corresponding hours from holiday entitlement. RESOLVED - officers' holidays are to be allocated in hours and awarded plus bank holidays, rather than bank holidays included in the holiday entitlement.</p> <p>(iv) Financial Regulations:- The RFO explained that there has been no update to the Financial Regulations from NALC/CALC. RESOLVED that the current Financial Regulations be approved and accepted by the Council and continue to be adhered to. The RFO stated that any changes or updates issued by NALC/CALC would be brought to a Council meeting for approval prior to being incorporated into the Council's Financial Regulations for implementation.</p>	
<p>11.3.26. Parks & Allotments:</p>	<p>Allotments: Outgang Road – The Clerk had received a complaint from an allotment holder due to the Caretaker cutting the hedge at the park and the waste had not been taken away. Now resolved.</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>St Mungos Park – The Caretaker had requested the Parks and Allotments Committee attend the parks and allotments regularly for an inspection.</p>	

	<p>This is to see what has been done in these areas or what needs doing. An inspection for all councillors has been arranged for Friday 27th March at 5pm.</p> <p>Cllr A Maxwell has been approached by Sarah Edmondson, a previous councillor, offering to help the council attend to the town flowers. Thanks were given to Sarah.</p>	
12.3.26. Grant Application:	<p>The Clerk received a grant application from Citizens Advice for £200. The councillors declined the application due to Citizens Advice not visiting the town as they have previously done. Clerk to inform them of the decision.</p> <p>RESOLVED</p>	
13.3.26. IT Policy:	<p>The Clerk circulated the IT Policy to the Cllrs prior to the meeting. The policy was agreed and adopted at this meeting 25/03/26. This will also be updated on the council website. RESOLVED.</p>	
14.3.26. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
15.3.26. Applications for Development:	These are circulated to councillors	
16.3.26. Items submitted by members:	None	
17.3.26. Items for the next meeting:	<p>ASP – to discuss the proposal of St Mungos Park being venue for all-weather pitch.</p> <p>Cllr Blackburn – the old HSBC building.</p>	
18.3.26. Confidential Items:	Staff Appraisals. To be minuted confidentially.	
19.3.26. The next meeting of Aspatria Town Council will take place on Tuesday 21st April 2026 at 6pm.		

The meeting ended at 8.15pm.

