

ASPATRIA TOWN COUNCIL

Minutes of Aspatria Town Council Meeting held on Tuesday 17 May 2022 at 7.00p.m. at the Methodist Church Hall, Aspatria.

PRESENT: Councillor A Maxwell (Chair)

Councillors: Cllr S Maxwell, Councillor A Reay, Cllr B Blackburn, Cllr K Thurlow, Cllr R Gregory, Cllr D King, Cllr K Smith, Cllr M Rose, Cllr J Lister.

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

Annual Parish Minutes

Item		Action
1. Apologies: To receive and accept apologies and note the reasons for absence.	Cllr Henry Barker Cllr Damon McRea did not attend	Clerk to note.
2. Minutes of the Annual Parish Meeting held 18th May 2021:	Approved	
3. Review of the year – Mayor’s Report:	<p>Cllr Alan Maxwell gave thanks to the Deputy Mayor, Councillors, Town Clerk and the RFO for a successful year. The previous Town Clerk Clare McCormick left her role and was replaced by Kelly Cooper.</p> <p>Due to Covid there was no Senior Citizens trip or Christmas light switch on in 2021. The Viking Ship at Queen Street car park was installed and continues to be blooming with flowers. The previous Vicar at St Kentigerns Church held a Remembrance Parade and church service in November. The Christmas lights were switched on throughout the town on 4th December however no event took place.</p> <p>Cllr Stephanie Maxwell updated the daffodil book which is placed in St Kentigerns church. St Mungos Park changing rooms has had new lights and heaters installed and a new kitchen fitted, thanks was given to Cllr Damon McRea and the football club. The Town Clerk sourced funding for a defibrillator to be purchased and is now mounted on the wall at the Bowling Club. The Council have purchased a new mower for the Town Caretaker as the old one was not reliable. Aspatria now has two speed indicator devices placed at either end of the town (West St and Lawson St). Queen Street car park has had resurfacing work completed, this was closed for one day for the work to be carried out. In the Library, the Mayors noticeboard has been updated showing all the Mayors of Aspatria, past and present. Aspatria Town Council have resumed to paying out eligible grants post Covid. The Parks and Allotments Committee and the Town Clerk have been busy re-organising the allotments at Lawson Street, dividing larger plots into smaller, more manageable plots which has reduced the amount of people on the waiting list.</p>	

	<p>Town Clerk acquired funding through the Welcome Back Fund, and we were able to purchase several items for the town including five benches, five noticeboards, mangers for flowers on Castle Terrace and a shelter at Harriston Road. The Brandraw toilet block at Market Square is nearing ownership by Aspatria Town Council and these are due to reopen as soon as possible. The Mayor, Town Clerk, Town Caretaker and several Councillors attended the Memorial Garden and planted a tree for the Queen's Green Canopy which is an initiative to honour the Queen's Jubilee. A plaque, which was purchased from the RBLI is displayed next to the tree.</p> <p>This year we have several events to look forward to, the Queen's Jubilee in June, the Senior Citizens trip in August and the Christmas light event in December.</p>	
<p>4. Any other business (where members of the public may speak on any matter concerning the town at the discretion of the Chairman)</p>	<p>None</p>	

Annual General Meeting

Item		Action
<p>1. Apologies: To receive and accept apologies and note the reasons for absence.</p>	<p>Cllr Henry Barker Cllr Damon McRea did not attend</p>	
<p>2. Election of Mayor and Chairman: To elect Mayor for the ensuing council year 2022/23</p>	<p>Cllr Marie Rose proposed Cllr Alan Maxwell should continue as Mayor, this was seconded by Cllr Karen Smith. Cllr Karen Smith proposed Cllr Stephanie Maxwell should continue as Deputy Mayor, this was seconded by Cllr Marie Rose.</p>	
<p>3. To receive the Mayor's & Chairman's Declaration of Office:</p>	<p>Cllr Alan Maxwell and Cllr Stephanie Maxwell accepted the role of Mayor and Deputy Mayor.</p>	
<p>4. Vacancies on Council: To co-opt any suitable candidates for the vacancies on the council.</p>	<p>The council currently has four vacancies for Councillors.</p>	
<p>5. To Appoint representatives to Parks & Allotments Committee:</p>	<p>It was decided Cllr Alan Reay was to Chair the Parks and Allotments Committee. The Committee is made up of several Councillors, Cllr Barbara Blackburn, Cllr Karen Smith, Cllr Marie Rose and Cllr Damon McRea. The Town Clerk and the Town Caretaker are also in attendance at the meetings.</p>	
<p>6. Mayors Announcements/Updates:</p>	<p>Aspatia Library are undergoing several changes at the moment. We have been advised, should we need to book a private room we will in future be charged £17.85 for usage. Cumbria County Council are to merge with Sure Start and this will operate from the library. St Mungo's Park Memorial gates have now been repaired, the council would like to thank Michael Coates Joinery for their hard work and the superb work completed. An abandoned car has been situated on Market Square car park for several weeks. This was reported to Allerdale Borough Council and to Cumbria Police. Cllr Kevin Thurlow located the owner of said car and this has now been removed.</p>	
<p>7. 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.</p>	<p>None.</p>	
<p>8. Minutes of Aspatia Town Council Meeting held Tuesday 19th April 2022: To authorise the Chairman to sign, as a correct record, the</p>	<p>Approved.</p>	

minutes of the last Aspatria Town Council Meeting held on		
9. Matters arising from Minutes of the last Meeting held Tuesday 19th April 2022.	Cllr Karen Smith informed the meeting the clothes bin on Queen Street car park which was overflowing has now been emptied.	
10. Public Participation:	None	
11. Highways:	<p>Cllr Barbara Blackburn told the meeting the drain at the entrance of Queen Street car park still seems to be blocked despite it being reported.</p> <p>Richmond Hill School lights on Queen Street are not working and Beacon Hill School lights are out of sync and seem to be flashing at the weekend.</p> <p>On Station Road public footpath (A596 to Station Road) the stile is overgrown with weeds which is making it difficult to use and is in bad condition. The wooden public footpath signs are no longer there.</p> <p>Cllr Alan Reay mentioned the area outside the Rainbow Room overflows with water and soaks passing pedestrians. Cllr Alan Maxwell reminded Jim Lister of the damage to the pavement outside Beacon Hill School and that North Road is affected by pot-holes. Cllr Maxwell asked Jim Lister if the crunch service on Queen Street car park would resume, Jim was to ask the question at the Waste Services meeting on Thursday 19th May. Jim Lister was asked to look into why there is no digital display signage at the railway station as other stations on the same railway line have got them installed.</p>	JL to action
12. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors:	<p>Mr Jim Lister informed the Councillors Brough Street waste collection is to change due to it being dangerous for the waste collectors. Allerdale AGM was to take place on Wednesday 18th May and Allerdale Waste Services meeting to be held Thursday 19th May 2022.</p> <p>Mr Jim Lister told of many changes to come in April 2023 whereby Allerdale Borough Council will cease and will be replaced with Cumberland Council, which consists of Carlisle area, Allerdale and Copeland. Cllr Kevin Thurlow had attended the first historic meeting of the Shadow Council which is to be ran alongside Allerdale Borough Council and Cumbria County Council until next April.</p> <p>Jim Lister left the meeting at 7.40pm.</p>	
13. Financial Matters:	<p>Financial Matters.</p> <p>(i) Expenditure and Income Schedules for April 2022:- RESOLVED that the income and expenditure detailed for April 2022 in the attached schedules be approved.</p> <p>Members also approved the following invoices for payment: Aspatria Farmers £244.21 LR & JA Allen £167.30 groGreen £225.60</p>	

	<p>Stitch & Print £60.00 J Davies Enterprise £60.00 P & L Haile £24.00 BHIB Councils Insurance £1240.97 Van Insurance £400.24 Mr T Bell £273.00</p> <p>(ii) Bank Reconciliation for April 2022:- To receive the Bank Reconciliation Statements as at 30th April 2022: - RESOLVED that the circulated Bank Reconciliation Statements be confirmed and accepted as a true record as at 30th April 2022.</p> <p>(iii) Risk Register:- The Council's Risk Management Policy Statement was circulated and discussed. RESOLVED that the circulated Risk Management Policy Statement be accepted and approved.</p> <p>(iiii) Clerks Payscale:-</p> <p>As the Clerk had a vested interest, she was asked to leave the meeting room so that the councillors could discuss this matter. It was agreed to offer the Clerk a pay increase from the existing SCP7 level plus expenses to a rate of SCP18 level but to include expenses and on the understanding of further training. This offer was put to the Clerk after she re-entered the meeting for her to consider. It was pointed out to the Clerk if this offer was acceptable, it would mean that she would then be auto enrolled into a NEST pension scheme as the salary would take her above the threshold level. The council would contribute 3% of the salary and the Clerk (employee) would have to contribute 5%. The Clerk does have the option to opt out of being in the pension scheme. The Clerk said she would consider this offer and get back to the council accordingly. If this offer was acceptable the rate would increase at the next pay date.</p>	
14. Grant applications:	None	
15. Brandraw toilets:	Cllr Alan Maxwell and Cllr Kevin Thurlow attended the toilet block with Trevor Hirst from Allerdale Borough Council to inspect the block before Aspatia Town Council take ownership. It was found there were several issues which needed addressing before doing so, these included a blockage on the roof, water running into the electricity cupboard, the cupboard door not closing and the external entrance doors not locking. An electrician was to change the lights and the electricity box to dry out. The roof needed extra coverage to avoid flooding in the future. All repairs now completed. Once the fencing is removed the ownership of the toilet block would commence. The toilets will be on an automatic timing system opening at 6am and closing at 6pm. A vacancy for a toilet attendant is to be advertised immediately with a	

	contract of seven hours per week (one hour per day) and is to be paid minimum wage (£9.50 per hour). Cllr Kevin Thurlow advised the meeting the library CCTV covers the entrance to the library and the toilet block. RFO left the meeting at 8.45pm.	
16. Allotment update:	A Park and Allotments meeting is to be arranged for early June; they will then report back to full council. Town Clerk updated the Councillors on work being carried out at the allotments to divide more plots, work is due to be complete by end of May.	TC to let out available plots.
17. Website update:	Town Clerk is continuing to try and update the website making the website more accessible to members of the public.	
18. Queen St car park gate key:	Cllr Karen Smith suggested the council should obtain extra keys for the gate on the car park which should be open for parking when funerals, weddings or events take place. Cllr Ray Gregory advised the church wardens could be responsible for the key to open and close when required.	TC
19. Senior Citizens summer trip:	It has been three years since the last trip however this year the trip will go ahead. It was in agreeance Liverpool would be an ideal location and is to take place on 9 th August. The trip is free to Aspatria people only. Names will be collected from various businesses in the town to provide numbers for the coaches.	TC to acquire quotes from coach firms.
20. Welcome Back Fund – Toni Meagan:	All details have been submitted.	Complete.
21. Park:	All matters to be discussed at the next meeting held on Tuesday 21 st June 2022.	
22. Applications for Development:	The council discussed plans for a sun house at St Kentigerns Way. No objections on the grounds of no complaints from surrounding neighbours.	
23. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
24. Items for the next meeting:	Queen St toilets Christmas lights/event Staff pay review St Mungo's Park	
25. Confidential items:	None.	
26. The next meeting of Aspatria Town Council will take place on Tuesday 21st June 2022 at 7.00 p.m. at the Methodist Hall, Aspatria.		

The meeting ended at 9.15pm

Chairman.....

Date.....

