

ASPATRIA TOWN COUNCIL

**Minutes of Aspatria Town Council Meeting held on Tuesday 21st June 2022 at 7.00 p.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.

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

Minutes

Item		Action
1. Apologies: To receive and accept apologies and note the reasons for absence.	Henry Barker due to ill health. Jim Lister Damon McRea did not attend.	Clerk to note.
2. Mayors Announcements/Updates:	<p>Councillor Alan Maxwell informed the meeting the previous Grapes Hotel building is now a B&B and is advertised on 'Air B&B'. It was in agreeance by all Councillors this is an asset for the town however the council were not notified of the B&B plans.</p> <p>Even though the weather was not great, the Gala Day was well attended, and appreciation was shown for the free rides and entertainment which was provided. The Gala Committee took to the stage to thank Allerdale Borough Council and Aspatria Town Council for the receipt of grants, which helped the family free day go ahead. A lunch was held in the Community Centre in honour of the Queen's Jubilee, this was also well attended. Cllr Maxwell met with Stewart Fyfe the new Aspatria Vicar and it was decided the Mayor's Civic Service will take place on Sunday 11th September.</p> <p>The new curate Matt Richards is being ordained at St Kentigerns Church in July and the new vicar has requested the overflow car park on Queen Street is opened for extra parking to be available. Councillor Alan Maxwell and Councillor Stephanie Maxwell will attend on behalf of Aspatria Town Council.</p> <p>Councillor Alan Maxwell and Councillor Stephanie Maxwell are also to attend the Mayor of Cockermouth Civic Service on Sunday 3rd July.</p>	
3. 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	None.	

agenda.		
4. Minutes of Aspatria Town Council Meeting held Tuesday 2022: To authorise the Chairman to sign, as a correct record, the minutes of the last Aspatria Town Council Meeting held on	Approved.	
5. Matters arising from Minutes of the last Meeting held Tuesday 2022.	None.	
6. Public Participation:	Councillor Karen Smith has been asked if there are any activities available for the youths of Aspatria in Dreamscheme as the impression is this is only open on Friday evenings. Cllr Barbara Blackburn had recently seen a post on social media inviting children on free school meals to an activity camp in the summer holidays ran by Dreamscheme. The poster has since been removed as extra funding is to be sourced so the camp is available to all children. New posters are to be made and displayed.	Cllr Reay to action.
7. Highways:	The road closure at Queen Street on Jubilee weekend has been criticised due to the lack of information provided as to why it was closed and for how long. The council, residents in the area and bus companies were given no prior warning of the closure. Signs were placed at Queen Street notifying the public of the closure days beforehand, however no diversion signs were in place and service buses were still attempting to use their normal route as they had not been informed. Members of the public were missing their buses, again due to lack of communication. Town Clerk received a complaint of people moving cones to use the Queen Street road and on several occasions the safety of school children was being compromised due to motorists using the pavement to access the road. TC contacted Cumbria County Council Highways, who then sent a team to collect all cones and signs due to the road works being complete.	TC to write to CCC highways.
8. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: 1.1 Councillor Jim Lister 1.2 Councillor Kevin Thurlow	Councillor Kevin Thurlow relayed a message from Mr Jim Lister to inform the meeting the changes which are to occur within Aspatria Library are moving forward. Cllr Thurlow attended a monthly meeting with Mr Andrew Seekings and the topic was funds for regeneration within towns, however Aspatria does not feature. Cllr Thurlow expressed Aspatria could also benefit from any available money, with the idea of providing the town with a pump bike track or a tennis court. Beacon Hill School are however resurfacing the Astro pitch with a tennis court included. The idea of a bike track was favoured. Costings would have to be gathered and research for funding available. Cllr Alan Reay spoke of a payment which is available to Senior Citizens from the newly formed council. Cllr Smith agreed it is £100 which is available for the use of shopping and can be redeemed at a spend of £30 in each transaction. This is not advertised anywhere,	KT to action AR & TC

	however Aspatria Town Council are to post details on their social media page.																	
9. Brough St bins:	<p>Councillor Barbara Blackburn told of Allerdale Borough Council taking bins away from the residents of Brough Street and replacing them with black bin liners. The residents no longer have recycling as all refuse is to be collated in the liner. A meeting was to take place for the residents and matters to be discussed however on the day of the meeting residents received a leaflet stating the changes to be made. Four large blue bins have been placed on Queen Street car park for the bin liners to be placed in. The reason behind such changes was due to the safety of the waste workers however they are still walking the pavements of Brough Street as before. Cllr Blackburn has contacted MP Mark Jenkinson, who has also contacted Allerdale Borough Council on her behalf. There are concerns of the waste being collected in winter with residents having coal fires and whether using plastic sacks is wise given the weight and the risk of ash produced. It was also mentioned if the residents of Brough Street are receiving reduced services from Allerdale, are they due a reduction for council tax.</p>	AM to contact MP Mark Jenkinson.																
10. Financial Matters:	<p>(i) Income and Expenditure for May 2022: RESOLVED that the income and expenditure detailed for May in the attached schedule be approved.</p> <p>Members also approved the following payments to be made: -</p> <table style="margin-left: 40px;"> <tr> <td>Michael Coates</td> <td style="text-align: right;">£1740.00 & £324.00</td> </tr> <tr> <td>Colour Gro</td> <td style="text-align: right;">£403.18 & £113.88</td> </tr> <tr> <td>Jean Airey</td> <td style="text-align: right;">£116.20</td> </tr> <tr> <td>LR & JA Allen</td> <td style="text-align: right;">£245.46</td> </tr> <tr> <td>Calc</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td>Aspatria Farmers</td> <td style="text-align: right;">£30.19</td> </tr> <tr> <td>Reimbursement for IT</td> <td style="text-align: right;">£100.00 & £50.00</td> </tr> <tr> <td>J Davies Enterprise</td> <td style="text-align: right;">£60.00</td> </tr> </table> <p>(ii) To receive the Bank Reconciliation and Statements as at 31stMay 2022. RESOLVED that the circulated Bank Reconciliation and corresponding Statement be confirmed and accepted as a true record.</p> <p>(iii) Audit Report March 2022, Review of Internal Audit Arrangements for the financial year and appointment of Internal Auditor: The Year End report prepared by the Auditor, Mrs Jean Airey, was circulated and noted.</p>	Michael Coates	£1740.00 & £324.00	Colour Gro	£403.18 & £113.88	Jean Airey	£116.20	LR & JA Allen	£245.46	Calc	£15.00	Aspatria Farmers	£30.19	Reimbursement for IT	£100.00 & £50.00	J Davies Enterprise	£60.00	
Michael Coates	£1740.00 & £324.00																	
Colour Gro	£403.18 & £113.88																	
Jean Airey	£116.20																	
LR & JA Allen	£245.46																	
Calc	£15.00																	
Aspatria Farmers	£30.19																	
Reimbursement for IT	£100.00 & £50.00																	
J Davies Enterprise	£60.00																	

RESOLVED that the internal audit arrangements are considered effective and are to be used by the Internal Auditor for the financial year 2022/23. Also, to reappoint Mrs Jean Airey as the Internal Auditor for the Council for the financial year 2022/23.

(iv) Annual Return Report 2021-22: The report was circulated and **RESOLVED** that the details therein be accepted as a true record.

(v) Annual Audit 2021/22:

(a) Section 1 Annual Governance Statement 2021/22:

RESOLVED that it be formally recorded that in the opinion of the Council, it has met all its statutory obligations to comply with the Account and Audit Regulations 2015 and accordingly authorises the Chairman to sign the Annual Governance Statement, prior to submission to the External Auditor.

(b) Section 2 Accounting Statements 2021/22:

RESOLVED that copies of the Council's accounts for the year 2021/22, as circulated by the RFO, be formally received, noted and approved by the Chairman.

(vi) Explanation of Variances for the Year End 31st March 2022:

The report was circulated and the RFO explained the reasons for the variances reported therein.

RESOLVED that the details therein be accepted as a true record.

(vii) Dates for the Exercise of Public Rights:

The proforma was discussed and **RESOLVED** that the Chairman set the commencement date for the exercise of public rights of the unaudited annual Governance & Accountability return for the year ended 31st March 2022 as from Monday 27 June 2022 to Friday 5 August 2022.

Clerks Payscale: The clerk has an interest therefore she was asked to leave the meeting room so that the councillors could discuss this matter. The clerk was offered a pay increase at a previous council meeting but she had replied to say that she believed the increase that was offered was unfair. She gave written reasons why she believed that this was the case. All councillors read this document and on discussion the

	<p>council agreed that the case that the clerk was putting forward was acceptable to the councillors and it was agreed that the offer should be upgraded from the previous offer of rate SCP18 TO SCP24. The clerk had requested that the offer of 3% of salary towards a pension scheme to be paid by the council was although acceptable at this moment in time should be reviewed towards the end of the year with the possibility of an increase in this rate. The council decided that as the pay grade had been agreed to be increased to SCP24 level that the pension of 3% input was to remain at this level with no review later in the year. The legal issue on this is 3% input by the employer with a 5% minimum input by the employee. If this offer was acceptable to the clerk the new pay rate including the pension offer would commence on July 1st 2022.</p> <p>Town Caretaker Salary: Cllr Alan Maxwell told the meeting he had asked the RFO to provide some figures in order to give the caretaker a pay increase. Cllrs all agreed this was reasonable. Cllr Maxwell is to address the caretaker with the figures and report back at the next meeting.</p>	
11. Grant applications:	Town Clerk notified the Councillors of a grant application received from St Kentigerns Churchyard. They are asking for money towards the cost of two industrial strength trimmers for the Community Payback team to use in order to keep the churchyard tidy. It was agreed a grant of £300 will be awarded to the Churchyard committee.	TC
12. Citizens Advice Donation:	A letter asking for donations to help run the citizens advice programme was discussed at the meeting. As we no longer have their services available in Aspatria the Councillors were in agreeance not to make any donation.	
13. Website Update:	Town Clerk is investigating different avenues to get the people of Aspatria involved with the website and social media page. A competition is to be held whereby the Mayor will chose the winning photo and this will be displayed in our town notice boards.	Ongoing
14. Brandraw Toilets:	<p>Aspatria Town Council took ownership of the toilets on 01 June 2022. Allerdale Borough Council have agreed to fund Aspatria Town Council £14,000 towards the running costs of the toilets. This will be awarded over three years, with the final payment in 2024. As Allerdale are to cease in 2023, it has been written into the agreement Cumberland Council will honour the rules and conditions of said agreement and payments will continue. The grant application was signed at tonights meeting (21/06/22) by Cllr Alan Maxwell (Mayor), Cllr Stephanie Maxwell (Deputy Mayor), Mrs Kelly Cooper (Town Clerk & Proper Officer) and Cllr David King (Witness) this will then be returned to Allerdale Borough Council.</p> <p>Unfortunately the Brandraw toilets were broken into on</p>	TC

	<p>21st June. The timber doorframe was damaged and the automated lock was no longer attached. Town Clerk reported this to the police who advised no one attend the toilet due to forensics needing to gather evidence. Cllr Maxwell attended the library to view their CCTV which shows the Brandraw toilets, however the member of staff at the library was unsure on how to work the system. The local joiner visited the site to organise a replacement door frame. Cllr Karen Smith suggested a curfew for the town to help reduce the anti-social behaviour. It is felt more police presence is needed however on reporting incidents nothing seems to be done.</p>	<p>TC to email Chief Commissioner.</p>
15. Queen St toilets & Key:	<p>Town Clerk has been in contact with Allerdale Borough Council to gain access for the key on Queen Street car park. It was advised by Allerdale they would need informing of the opening and closing of the gate. Town Clerk replied this was not a problem and is only occasional due to weddings/funerals/events.</p> <p>Queen St toilets to be discussed at next meeting.</p>	
16. Tunnel Bridge car park:	<p>Next meeting</p>	
17. Park and Allotments meeting update:	<p>Next meeting</p>	
18. Senior Citizens Trip:	<p>Town Clerk collected the lists of names which were displayed at various locations throughout the town. New lists were provided as Senior Citizens have until 17th July to reserve their place. Pick up points were discussed, and Town Clerk is to make posters for the town notice boards providing the information.</p>	<p>TC</p>
19. Anti-Social Behaviour:	<p>We are awaiting on our PCSO to view the CCTV from The Cumberland Building Society in respect of the damage caused to the floral mangers.</p>	<p>Next Meeting</p>
20. Christmas lights/event:	<p>Extra strings of lights were purchased with funding we received. Cllr Reay and the Town Clerk have spoken to several residents of Aspatia to place lights throughout the town. The locations have now been decided and these are continuing to be erected.</p>	
21: Watering of flowers:	<p>As the council have purchased many flowers for the town it was discussed these would have to be watered regularly. Thanks was given to Cllr Thurlow who has supplied our Town Caretaker Mike Blair with the necessary equipment to water the hanging baskets and all flowers throughout the town. Thanks was also given to Cllr Thurlow for the work completed on Jubilee Walk, including the trimming of hedges and the tidying of the path.</p> <p>RFO leaves at 9pm.</p>	
22. Park:	<p>Park wall – Cllr Thurlow Compound – Cllr Mcrea Football Pitch</p>	<p>Next meeting</p>
23. Schedule of Correspondence, Notices		

and Publications: To receive a schedule of correspondence, notices and publications received since the last meeting.		
24. Applications for Development:	None.	
25. Items submitted by members:		
26. Items for the next meeting:	Monument cleaning.	
14. Confidential items:	None.	
15. The next meeting of Aspatria Town Council will take place on Tuesday 19th July at 7.00 p.m. at the Methodist Hall, Aspatria.		

The meeting ended at 9.10pm

Chairman.....

Date.....

