

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## APPLEBY TOWN COUNCIL MINUTES FOR THE MEETING HELD ON WEDNESDAY 26<sup>TH</sup> OCTOBER 2022 at 7.00pm At the Moot Hall

### Present:

Mayor:	Cllr Hayes	
Deputy Mayor:	Cllr Stephenson	
Councillors:	Cllr Anderton	Cllr Davidson
	Cllr Chalmers	Cllr Heap
	Cllr Connell	Cllr Kemp
	Cllr Curley	Cllr Pape

*Also in attendance:* Town Clerk, Clerk's Assistant, Rev Roger Collinson (Mayor's Chaplain), Andrew Keough (Herald), Cllr Karen Greenwood (EDC), 1 Member of the Public

Rev Roger Collinson opened the meeting with a Prayer. The Mayor passed on the Council's well wishes to former Mayoress Jennifer Pape following her recent illness.

### PART ONE

#### C1/10/22 Apologies for Absence

Apologies received from Cllr Rooke. Long term absence from Cllr F Potts was noted.

#### C2/10/22 Declarations of Interest

Cllr Connell declared a personal interest in any items on the agenda that relate to Cumbria County Council and Eden District Council.

Cllr Anderton declared a personal interest in Fair Hill, as her property borders the land.

#### C3/10/22 Co-option to Bongate Ward

Paula Heap addressed the Council with an introduction about herself and her application to stand for the role as Town Councillor. She felt her life experience and love for the town and community will add value to the Council.

Cllr Hayes proposed Paula Heap for election to the Appleby Town Council Bongate Ward, and the appointment was passed unanimously.

#### C4/10/22 Declaration of Acceptance of Office

Cllr Heap recited the Declaration of Office and accepted the Code of Conduct and duly signed the document before the Town Clerk. The Council welcomed Cllr Heap to her role.

#### C5/10/22 Minutes

##### Council:

It was **RESOLVED** to authorise the Chairman of the meeting to sign the minutes of the **Ordinary Meeting of the Council** held on **Wednesday 21<sup>st</sup> September 2022** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved unanimously.

##### Committees:

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Finance Committee** held on **Monday 17<sup>th</sup> October 2022** as a true and accurate record and the Council to approve any recommendations. Recommendations and resolutions approved unanimously.

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Planning & General-Purpose Committee** held on **Monday 17<sup>th</sup> October 2022** as a true and accurate record and

### ACTION

Clerk

Cllr Hayes

Cllr Chalmers

Cllr Stephenson

the Council to approve any recommendations. Recommendations and resolutions approved unanimously.

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Property Committee** held on **Monday 17<sup>th</sup> October 2022** as a true and accurate record and the Council to approve any recommendations. Recommendations and resolutions approved unanimously.

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Fair Hill Working Group Committee** held on **Thursday 13<sup>th</sup> and 20<sup>th</sup> October 2022** as a true and accurate record and the Council to approve any recommendations.

It was **RECOMMENDED** to Full Council that the current top outer gate at Fair Hill was to be left open and padlocked to the side post, with a review to take place in the new year. This decision was voted upon, in favour by the Council, with one abstention. It was duly noted that the Council reserves the right to close the gate at certain times, as it deems necessary.

The Clerk spoke regarding the rubbish issue and oil drum in the gated area of Fair Hill, and confirmed that the oil drum was to be removed. The Appleby Wombles have agreed to add the hardstanding area at Fair Hill onto their regular clean up schedule.

*1 Member of the Public left the meeting at 7.17pm.*

## **C6/10/22 Public Participation**

### **Questions to be received from the public.**

- (a) There were no questions from the public.
- (b) County and District Councillors Report

### **County Council Report:**

Cllr Connell reported that an administrative structure is gradually being established for the Westmorland & Furness Shadow Authority and appointments of a few senior officers have now been made. Cllr Connell is chairing a working group tasked with producing a constitution for the new Authority. It looks likely that many of the functions of the Council, particularly those formerly entrusted to Districts, will be devolved to Local Boards, probably based in Barrow, Kendal and Penrith. Although it is too early to speculate on what difference this may make to parish councils, it is likely that Parish Councils may get more power, although it is too early to speculate. Former cross-Cumbria services will in most cases be split into two, across the two new authorities, although Archives will be hosted by Cumberland because the principal collection is Carlisle-based in a recently built centre. There will continue to be a Cumbria Police & Crime Commissioner, whose office will have additional responsibility for Fire & Rescue services.

The recent train derailment at Petteril Bridge, Carlisle, means that a bus replacement service from Appleby to Carlisle is operating whilst the line is being repaired. However, services are running at different times to the scheduled trains and a timetable of trains and buses can be collected from Appleby TIC and the Appleby Station. The roadworks currently taking place at Station Road are expected to be completed by the end of the week, although it was noted that the partial road closure is not interfering with vehicular access.

Cllr Connell also reported he had recently met HRH Princess Anne in his role as Chair of Cumbria County Council. She remembered her previous visits to Appleby fondly.

Cllr Stephenson asked about the recent notice of the closure to Holme Farm wood footpath to carry out repairs and highlighted it was good news that repairs were finally being done. Despite the closure notice lasting for six months, it is expected that work will only require the footpath to be closed for one week.

### **District Council Report:**

Cllr Greenwood reported works to the football pitch have now been signed off as complete, and the first match took place last weekend. Future developments for the club are in discussion.

The Tourism Network Summit took place in Center Parcs on Wednesday 19<sup>th</sup> October, and was well attended. It was reported that tourism is now starting to recover after the Covid Pandemic.

Penrith Winter Drovers is taking place on Saturday 29<sup>th</sup> October 2022, and is expected to be an exciting event.

Cllr Anderton asked about the Financial Aid for 16–19-year-olds regarding help with transport. Cllr Greenwood highlighted this was aimed at students who have no way of affording transport and encouraged all who felt they were in this position to apply for the help.

Cllr Stephenson asked about the dead tree on the Sands, and it was confirmed the Tree Officer, John Hiscox, was aware of the situation. Cllr Hayes added that as part of the Area Planning work, a tree audit has been requested.

Cllr Anderton

Cllr  
Stephenson

### **C7/10/22 Police Report**

The Police Report was received and noted. Cllr Stephenson highlighted how busy the police have been with speeding cameras and keeping an active presence in town. Cllr Anderton thanked PCSO Sally Ballantyne for her hard work and excellent communication within businesses and residents in Appleby.

### **C8/10/22 Mayor's Report**

The Mayor's Report was received and noted. The Mayor reported Laura Allan was stepping down from her role as Project Leader of AERG, and the Council thanked her for all her hard work.

Appleby received a Silver Certificate from Cumbria in Bloom, with an outstanding score of 72/100. He thanked the Moot Hall team for looking after the flowers.

Cllr Anderton asked about the next Mayor's coffee morning and it was noted this would take place on Saturday, 17<sup>th</sup> December, the last coffee morning of the year.

Cllr Curley asked for an update on Coronation Park, as the plans of the Rotary seem to have lost momentum. The Clerk reported that the Rotary members had been asked to submit a proposal of their plans for the park to EDC and she understood these were never submitted, which the Mayor understood was primarily due to ill health of the lead person.

### **C9/10/22 Clerk's Report**

The Clerk's Report was received and noted. The Clerk and assistant had been working on half year budget projections, including estimating and monitoring escalating utility costs. Based on these estimates, it is likely that the Council will be over budget by around £3,000.

The final grant from EDC for the West Cloisters building work has been received, and the grant claim for the East Cloisters and Central Arcade has now been submitted to EDC. Weather permitting the project is on target to be completed by mid-December.

The Council's website is currently being moved to another hosting domain due to the current one being shut down. The Clerk has taken the opportunity to give the website a revamp, including tidying-up the content and a fresher and more accessible design. As part of the redesign, all councillors will have a new photo taken in the Council Chamber.

The Clerk reported that she continues to participate in the monthly MASCG meetings. A consultant has now been appointed to look into the legality and practicality of the Horse Fair becoming an organised event and the provision of transit sites, although it will not be carried out by the end of 2022 as originally reported. All information regarding the consultation is available on the Eden District Council website.

The Platinum Playground fundraising has reached £23,000, made up of donations from local organisations and fundraising events. Cumbria Waste Management have encouraged the Council to apply for the maximum grant.

### **C10/10/22 Outside Body Reports**

The Outside Body Reports were received and noted.

Cllr Anderton thanked the Council on behalf of Appleby Community Acting Together for the generous donation of £2,000 towards the Christmas Lights. The lights will be going up on Sunday 30<sup>th</sup> October, and will be switched on at Friday 25<sup>th</sup> November. Sparkle Day is on Saturday 3<sup>rd</sup> December.

The Clerk circulated the timetable for Remembrance Sunday. MP Neil Hudson and The High Sheriff Alan McViety will be attending Appleby's service, as well as the Deputy Mayor from Bury, as she is visiting the area that week. Councillors are to let the Clerk know in advance whether they will be attending. Cllr Curley asked about the plans for 11am on 11<sup>th</sup> November, and whether Kath Wignall would be playing the last post. Cllr Hayes to enquire.

Cllr Hayes

### **C11/10/22 Schedule of Payments**

It was **RESOLVED** that the Chairman be authorised to sign the schedule of payments for the month of September 2022, totalling **£58,825.05**. This figure includes the final payment to DecUK for the West Cloisters building work, employee salaries and purchases; and is inclusive of VAT.

Cllr Hayes

### **C12/10/22 Councillors Reports and Items for Future Agendas**

- Cllr Stephenson reported some Councillors attended the Judges Parade at Carlisle Cathedral on Wednesday 5<sup>th</sup> October. They thanked Alan McViety for hosting such a lovely event.

- Cllr Curley enquired about the Cabinet Meeting of EDC taking place in Appleby. He asked whether Councillors could have a session with them beforehand. The Clerk will make enquiries to EDC.
- Cllr Hayes reported Martin Railton would be using the Council Chamber to receive his British Empire Award. The Council congratulated Mr Railton on his prestigious reward.
- Cllr Kemp reported that part of a large tree had become lodged in Jubilee Bridge and was causing a build up and similar issue at High Weir. The Clerk to report this issue to the Environment Agency and Cllr Connell to report to Cumbria County Council

**Clerk**

**Clerk & Cllr  
Connell**

**C13/10/22 Dates of the Next Meeting and important additional dates**

Councillors noted that the next Ordinary **Meeting of the Council** will be held at the **Moot Hall** on **Wednesday 23<sup>rd</sup> November 2022 at 7pm.**

**Full Council**

**There being no further business, Part 1 of the meeting closed at 8.06pm.**

*Rev Roger Collinson (Mayor's Chaplain), Andrew Keough (Herald), Cllr Karen Greenwood (EDC) left the meeting.*

**PART TWO – PRIVATE SESSION**

1. Following requests from a number of Councillors, a short session to re-enforce the Code of Conduct for Council meetings and general communications.

**Councillors**

**There being no further business, Part 2 of the meeting closed at 8.19pm.**

AT THE COUNCIL MEETING ON: **WEDNESDAY 23<sup>rd</sup> November 2022**  
 THE MAYOR WAS AUTHORISED BY  
 THE COUNCIL TO SIGN THESE MINUTES TO  
 CONFIRM THEIR BEING AN ACCURATE RECORD:

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