

APPLEBY-IN-WESTMORLAND

TOWN COUNCIL

Karen Lowthrop: Town Clerk
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www.applebytown.org

Town Clerk's Office
Moot Hall
Boroughgate
Appleby-in-Westmorland
Cumbria
CA16 6YB

9th February 2022

Dear Councillor,

Notice is hereby given, and you are summoned to attend the meeting of Appleby-in-Westmorland Town Council's **Planning and General-Purpose Committee** to be held *in the SUPPER ROOM on MONDAY 14th FEBRUARY 2022* upon the rising of the Finance Committee

Members of the Public and Press are invited to attend, please contact the Clerk's office before midday on the 14th February.

Yours sincerely,

Karen Lowthrop

Karen Lowthrop - Town Clerk

PLANNING AND GENERAL PURPOSE A G E N D A

1. Apologies for Absence

To receive and note apologies for absence.

2. Declarations of interest

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the adopted code of conduct.

3. Actions from the Previous Minutes

To review and provide an update regarding the actions detailed in the minutes of the last meeting. (*Minutes attached*)

- **Appleby in Westmorland Society** (*Report attached*)
- **Update Doomgate Culvert**

4. Planning Applications

Under Eden District Council's (EDC's) consultation process, to consider the following Planning Applications plus any late arrivals, to prepare, under delegated authority, a response from Council:

22/0040 Various tree works Mr Peter Wilkinson Condensergapp, Bongate, CA16 6HW	17/01/2022	22/0014 Listed Building Consent to remove external masonry paint to east elevation, repair render with lime mortar and apply limewash. Remove all existing pebbledashed render from north elevation and chimney, replace with lime harling and finish with limewash. Alteration to shopfront, repair earlier timber entablature, fix new shop sign within framing of entablature, remove existing floodlights from east elevation and replace with new lighting above shop sign. Mrs Bernadette Simpson Pizza Roma, Bridge End, The Sands, Appleby, CA16 6XN	06/01/2022
22/0027 For Information Only: Increase number of caravans from 25 to 30 in total, for the duration of Appleby Horse Fair. Previous approval 11/0611 Mr & Mrs Bellas Croft Ends Farm, Long Marton , CA16 6JW	12/01/2022		

5. Planning Decisions:

21/0997 **31/01/2022**
Reduction or felling of (T1) Tree in conservation area.
Mr J Ashworth
The Limes, 54 Boroughgate, CA16 6XG

21/0869 **26/01/2022**
Development associated with the Appleby Flood Risk Management Scheme, consisting of a new pumping station control building within Broad Close Car Park, a new outfall structure in the River Eden and reconfiguration of Broad Close Car Park
Environment Agency

Broadclose car park, CA16 6QR

21/0504 **26/01/2022**
Proposed first floor gable end elevation extension.
Mr & Mrs Dowding
9 Mill Hill, CA16 6UR

21/0684 **07/02/2022**
Conversion of store room above garage to form ancillary living accommodation and addition of balcony.
Mr J Dinsdale
Hilltop Cottage, Bongate, CA16 6HW

21/0841 **26/01/2022**
Proposed detached garage.
Mr & Mrs PI Johnson
1 Drawbriggs Lane, CA16 6HY

21/0677 **19/01/2022**
Listed building consent for replacement of single glaze timber windows with uPVC woodgrain effect double glazed windows.
Mrs J Allison
Flat 1, Kingstone House, Battlebarrow, CA16 6XT

6. Chairman's Report

To receive any **Chairman's Report** and answer any Councillors' questions

7. Preparations for Queen's Platinum Jubilee

Councillor Kate Wignall to propose formation of a Jubilee Working Group.

8. Councillors' reports and items for future agendas

Councillors to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. (*Councillors are reminded that this is not an opportunity for debate or decision making.*)

9. Next Meeting

To note that the next meeting of the Planning & General-Purpose Committee will be on **Monday 14th March 2022** at **7.15pm** in the Supper Room (*or upon the rising of the Finance Committee*).

For the attention of all members of the Planning & General-Purpose Committee: -

Chairman: Cllr Stephenson
Vice Chairman: Cllr Wignall
Cllr Connell
Cllr G Hayes (Mayor Ex Officio)
Cllr Dougherty
Cllr K Wignall
Cllr P Davidson
Cllr Chalmers (Deputy Mayor Ex Officio)
Cllr Pape

Copies to all remaining members of the Council for information.

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PLANNING AND GENERAL PURPOSES COMMITTEE MINUTES

FOR THE MEETING HELD IN APPLEBY PUBLIC HALL

MONDAY 10th January 2022 AT 19.25

Present

Cllr Stephenson (Chairman)
Cllr T Wignall (Vice Chairman)
Cllr Connell
Cllr Hayes (Mayor ex Officio)
Cllr Hutchinson
Cllr Dougherty
Cllr Chalmers (Deputy Mayor ex Officio)
Cllr Pape
Cllr K Wignall
Cllr Davidson

Also, In attendance

Cllr Rooke
Cllr Curley
Cllr H Potts
Town Clerk

P1/01/22 Apologies for Absence

No apologies for absence

P2/01/22 Declarations of interest

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

P3/01/22 Actions from the Previous Minutes

- **Appleby in Westmorland Society:** No update, Cllr Curley to set up meeting for Town Clerk with the society chair
- **Update Doomgate Culvert:** No update, still awaiting planning application decision
- **Appleby Heritage Centre:** Defer to item P6

P4/01/22 Planning Applications

The following applications were discussed, and the Committee have raised no objections.

21/1071

Land at Station Road Appleby
Discharge of Condition 5 (surface water drainage scheme) attached to approval 20/0312

NO OBJECTIONS

P5/01/22 Planning Decisions

No planning decisions were received for this meeting.

P6/01/22 Chairman's Report

Appleby Heritage Centre – Chair along with some committee members had been to visit the old loading shed to discuss possible developments. Andrew Laidlaw will be presenting at the next Full Council Meeting.

P7/01/22 Coronation Park – Rotary Environmental Group

The Committee was asked to provide support to the Rotary Environmental Group in their bid to enhance Coronation Park with planting and tidying up, given the appropriate approvals from EDC. ATC would support the project in terms of creating contacts and assisting with communications. Cllr Hayes proposed, and Cllr Chalmers seconded. The Clerk to talk with REG and EDC. **CLERK**

P8/01/22 Horse Fair Traffic Regs

The Committee reviewed the changes in traffic regulations for Appleby Horse Fair 2022, prohibiting Horse-drawn or motor vehicles from various areas of the town. Cllr Chalmers asked for clarifications to how this would affect residents, **Cllr Connell to action.**

P9/01/22 Councillors' reports and items for future agenda

Cllr K Wignall requested the committee start to look towards the 2022 Platinum Jubilee Plans

P10/01/22 Date of the Next Meeting

Councillors noted that the next meeting of the Planning and General-Purpose Committee would be held in the Public Hall Supper Room on **Monday 14th February 2022 at 7.15pm** or upon the rising of the Finance Committee.

There being no further business the meeting closed at 7.48pm

AT THE COUNCIL MEETING ON: **WEDNESDAY 19th January 2022**
THE COMMITTEE CHAIRMAN WAS AUTHORISED BY
THE COMMITTEE TO SIGN THESE MINUTES TO CONFIRM
THEIR BEING A TRUE AND ACCURATE RECORD: _____

Appleby Town Council

Meeting with Chris Wilson – Chairman of Appleby & Westmorland Society

Thursday 13th January 2022 - The Cloisters 1pm

Karen Lowthrop – Town Clerk and Chris Wilson

A meeting to discuss the future of The Appleby & Westmorland Society

Chris explained that the AWS member numbers are currently at an all time low and the effect of COVID restriction has meant a decrease in fund raising and the society are facing an inability to pay for 2020-21 room rent. Chris is hopeful that from February they can begin to hold coffee morning and speaker forum to raise funds, but the diminishing numbers and age cohort of the group makes sustainability of the society in the future an issue.

The Clerk on behalf of the Council, offered the following support to the group

The Clerk recognizes the importance of the work of the Society in keeping the rich history of the town alive and on record for future generations.

- Waiver the rent for the year 2021-22 taking into consideration the unprecedented year it has been and the inability of the society to raise funds.
- The Clerk has suggested that the Society and the Council work in partnership to maximise the good work being carried out by the society and to make the archive of historical work more widely available to the residents of Appleby and public. She has suggested the following arrangements.
 1. From 1st April 2022, the Society will not pay an annual rent for the use of the room in the public hall, the archive material held by the Society will readily be available for the Council to use for promotional, historical, and social media content. The archive material will continue to be held in the archive room in the Public Hall and run by representatives of the Appleby & Westmorland Society.
 2. At a mutually agreed date and time, the archive room will be open to the public one day a week.
 3. The Society will assist with any individual queries the TIC/Council receive in response to request for historical information regarding Appleby & Westmorland.
 4. Appleby Town Council will host a page for the Society to showcase its works with a monthly 'Focus on' spot on the ATC website celebrating the town's rich heritage. This will be managed by the Clerk's office with input from the society who will provide photos and narrative. The first 'Focus on' feature will run from the 1st of April, at Chris Wilson's suggestion it will be on Appleby and its railway.
 5. As much of the current archive content has been 'loaned' to the society from individuals, the Society will remain the custodians of the archival material.
 6. The Society will continue to hire other rooms in the public hall for meetings, seminars, and coffee mornings to raise funds.
 7. The society will produce an annual report for the Council's year end report on its activities over the year.

Appleby Town Council

Actions:

- Chris will take this proposal to his membership for approval
- The Clerk will put the proposal on the February G.P. agenda
- Chris, can you let me know what insurance arrangements you have in place.
- Emma Simpson, assistant to the Clerk will manage the social media content
- Chris and Karen to arrange a meeting to view the archive room.

Chris, thank you again for your time today, I do hope the above proposal is satisfactory to your membership and we can work together to bring the historic material you have so diligently archived over the years to a wider audience.

Kind regards

Karen

Karen Lowthrop Town Clerk

For and behalf of Appleby Town Council