

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## APPLEBY TOWN COUNCIL MINUTES FOR THE MEETING HELD ON WEDNESDAY 23<sup>RD</sup> FEBRUARY 2022 at 7.00pm The Supper Room, Public Hall, Appleby.

### Present:

Mayor:	Cllr Hayes	Cllr H Potts
Deputy Mayor:	Cllr Chalmers	Cllr Curley
Councillors:	Cllr Anderton	Cllr T Wignall
	Cllr Connell	Cllr Stephenson
	Cllr Davidson	Cllr K Wignall
	Cllr Kemp	Cllr Pape

*Also, in attendance:* Karen Lowthrop Town Clerk, Sue Gilbertson, Emma Simpson, Oliver Tallis – Herald, PCSO Sally Ewbank, one Member of the Public

### PART ONE

The Chairman led a minute's silence for local girl, Sophie Burns.

#### C1/02/22 Apologies for Absence

Apologies received and accepted from Cllr Dougherty, Cllr Rooke, and Cllr F Potts

**ACTION**

**Clerk**

#### C2/02/22 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.

**Clerk**

#### C3/02/22 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 19<sup>th</sup> January 2022** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved unanimously.

**Cllr Hayes**

##### Committees:

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Finance Committee** held on **Monday 14<sup>th</sup> February 2022** as a true and accurate record and the Council to approve any recommendations. Recommendations and resolutions approved unanimously

**Cllr Davidson**

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Planning & General-Purpose Committee** held on **Monday 14<sup>th</sup> February 2022** as a true and accurate record and the Council to approve any recommendations. Recommendations and resolutions approved unanimously

**Cllr Stephenson**

It was **RESOLVED** to authorise the Chairman of the Committee to sign the minutes of the **Property Committee** held on **Monday 14<sup>th</sup> February 2022** as a true and accurate record and the Council to approve any recommendations. Recommendations and resolutions approved unanimously

**Cllr Curley**

#### 04/02/22 Public Participation

**Questions to be received from the public.** Public Participation a) Public Representations. Members were asked whether they were content to suspend the Council Standing Orders to allow a member of the public to speak.

(a) There were no questions from the public.

##### (b) County and District Councillors Report

It was **RESOLVED** to receive and note Cllr Connell's report on behalf of CCC. The Clerk informed Council that a response had been sent to Highways England regarding the new A66 Supplementary plans. Council requested a representative from Highways England attend a future meeting.

**Clerk**

It was **RESOLVED** to receive and note Cllr Greenwood's report on behalf of Eden District Council.

**C5/02/22 Appointment of Town Clerk**

Cllr Hayes thanked the Staffing committee for their diligence in the recruitment process, and informed Council that Sue Gilbertson has been appointed as the Town Clerk. Cllr H Potts thanked the current Town Clerk, Karen Lowthrop for her hard work on the Moot Hall project and over the COVID pandemic. The Clerk thanked her team for the efforts they made to keep both the TIC and the Town Council active over the lockdown periods.

**C6/02/22 Heritage Action Zone Project**

HAZ recommended the HAZ Officer presentation was deferred until the end of the Heritage Action Zone Project in March.

**C7/02/22 Police Report**

The Police Report was received and noted. Cllr Chalmers thanked PCSO Sally Ewbank for attending the meeting and for all the work the Police do in Appleby.

**C8/02/22 Mayor's report**

The mayor's report was received and noted. Cllr Hayes thanked Hilary Wilson and Chris Braithwaite for the work they did when planting a tree for the Queen's Canopy.

**C9/02/22 Clerk's Report**

There was no Clerk's report for this meeting

**C10/02/22 OUTSIDE Bodies Reports**

**ACAT:** Cllr Anderton requested a discussion with the Herald regarding publicity highlighting the costs of the Christmas Lights and the need for more younger volunteers to join Appleby Community Acting Together.

**Cllr Anderton**

**C11/02/22 Schedule of Payments**

It was **RESOLVED** that the Chairman be authorised to sign the schedule of payments for the month of January 2022, totalling **£46,972.28** This figure includes payments of **£31,621.49** to Aura for Moot Hall repairs, **£3,750.00** to Crosby Granger for the Cloisters condition survey, employee salaries and purchases; and is inclusive of VAT.

**C12/02/22 Councillors' Reports and Items for Future Agendas**

Cllr K Wignall to provide update on the Queen's Jubilee Working Party to the next Planning and General-Purpose Committee meeting.

**Cllr K Wignall**

**C13/02/22 Date of Next Meeting**

Councillors noted that the next Ordinary **Meeting of the Council** will be held at the Appleby-in-Westmorland Public Hall on **Wednesday 23<sup>rd</sup> March at 7pm.**

**There being no further business the meeting closed at 20.13**

**Private Session PART 2 –**

**There were no agenda items to be considered in Part 2.**

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

\_\_\_\_\_ CC Full Council

# Eden District Council Report for Appleby Town Council February 23rd 2022 Councillor Karen Greenwood

## Budget for EDC 2022-23

The budget for the coming financial year, and the annual setting of Council Tax will be held tomorrow night Thursday 24<sup>th</sup> February 2022. 6.45pm

It is proposed that there be no increase for Council tax payers to EDC. Rates to EDC will remain the same for the coming year.

Authorities' share of council tax

Authority	Amount	Percentage
Cumbria County Council	1,498.56	76.0%
Cumbria Police	272.16	13.8%
Eden District Council	200.75	10.2%
<b>Total</b>	<b>1,971.47</b>	<b>100.0%</b>

The details of the budget can be read online on the website and can be found at <https://www.eden.gov.uk/your-council/council-business/council-finances/budget-consultation-20222023/>

Additional funding in 2022/2023 to support its corporate priorities and provision of statutory services

Name	Description	2022/2023
Open Space / Play Area Improvements	Additional funding for Open Space and Play Areas owned and managed by Eden District Council to maintain and/or renovate.	£50,000
Queen's Platinum Jubilee 2022	Funding to support community events in relation to the celebrating of the Queen's Platinum Jubilee.	£20,000
Cultural Development Initiatives	Subject to further cabinet approval.	£235,000
Business Support in Economic Development	Extension of contract for support.	£36,000
Development Management	Additional costs of resourcing due to backlog and staff market pressures on planning, enforcement and Ecology Officer.	£431,000
Local Plan Review	Additional funding for the review of the Local Plan to reach deadlines in 2022/2023.	£50,000
Zero Carbon Biodiversity initiatives	Subject to further cabinet approval.	£100,000
Resources	Additional Resources to support Licencing, Finance and Health and Safety and to ensure that legal obligations are met. This is partly due to difficulties with recruitment due to pending Local Government Reorganisation.	£163,000
Officer Training and Development	Increase in budget to support Eden staff toward the Local Government Reorganisation and support recruitment and retention.	£50,000
Single Site Project	Non-capital costs of moving staff into a single site during 2022/2023	£40,000
Microsoft Licences	Increased licencing costs due to old systems which have been delayed for upgrade due to Covid19.	£25,000
		<b>£1,200,000</b>

## **MASCG Evaluation Report**

The Evaluation Report for last summer's Horse Fair has been published on the [www.applebyfair.org](http://www.applebyfair.org) website. It gives a detailed overview of the Fair, the decision making involved in coming to a date, the arrangements, facts and figures, and addresses the concerns of residents who wish to see changes in the way that the Fair operates. In particular it addresses the desire to see the Fair changed to an organised, ticketed and self-funded event. The minutes of the meetings (on the website) go into detail as to what is and is not possible, according to the law, and the powers that agencies do and do not have, for those that are interested.

The Chair of MASCG in his statement explains the Multi Agency Group must operate within the law as it applies at the time, and this was a major factor in the decision making last summer. The law must be applied across the board and to everybody equally and fairly. Anything else would be discrimination.

Please see the website to read the full report.

## **Queen's Jubilee Arrangements**

It is proposed to support Eden Residents in their plans to celebrate Her Majesty's Jubilee weekend, by making available a fund of £20,000 which will be available to support Eden community events. Details will be available on the website.

## **King George V Playing Field**

There are plans to do further work on the football field to rectify and improve the drainage and uneven playing surface. There are plans to put £54,000 from the budget for this work.

## **Playground refurbishment**

The budget contains a fund of £50,000 to improve and renovate the playgrounds in Eden. In Appleby there are plans to co-ordinate a group dedicated to seeing improvements and changes in our playgrounds, drawing on resources provided by EDC, CCC, Cumbria Police and local interested parties.

## **Local Government Reorganisation**

[www.newcouncilsforcumbria.info](http://www.newcouncilsforcumbria.info)

The Structural Change Order has been presented to Parliament by the Government, in January. It is anticipated that this will become law by the end of March. Plans are therefore underway for the elections on May 5th 2022 to the Shadow Authority. This will become the Sovereign Authority on April 1<sup>st</sup> 2023. There will be 65 Councillors elected to the new Unitary Authority, and 16 of them will be from the Eden area. A new ward consisting of Appleby Warcop and Brough is proposed, being represented by two elected Councillors. Many arrangements are still to be decided, including the name of the Authority. **Potential candidates and agents can register for an online briefing explaining more about the**

nomination process and deadlines. This will be at 5pm on 2 March 2022. Please register by emailing [communications@southlakeland.gov.uk](mailto:communications@southlakeland.gov.uk)

**Appleby Ward Surgery Monday 28<sup>th</sup> February 6.30pm until 7.30pm Appleby Public Hall**

**Please ring to make an appointment for this surgery 01768 817817 or email [member.support@eden.gov.uk](mailto:member.support@eden.gov.uk)**

Surgeries are a chance for residents to meet their Ward Councillor face to face and discuss their problems and concerns.

*Please contact your District Councillors at any time for more information, or see [www.eden.gov.uk](http://www.eden.gov.uk) for agendas and minutes.*

End of Report.

## **CCC Report 23 February 2022**

### **Public Health**

The Director of Public Health's latest report of a continued decline in new Covid cases 'likely to be partly real and partly caused by a reduction in testing'. Eden is slightly below the average across Cumbria. Hospitalisations have stabilised., as have reported deaths. At the time of writing, the Government's expected announcement that most regulations would be lifted with a view to 'living with Covid' was awaited. On this will depend the future strategy of the county's Health Protection Tactical Oversight Group.

### **Local Government Reform**

Complex preparatory work for the termination of the County and six District Councils on 31 March 2023. Elections to the shadow Unitary Authorities are expected to be held on 5 May 2022. Appleby and Bongate wards will be joined with Warcop and Brough to create a two-member ward designated 'Appleby & Brough'. The County Council's request for judicial review of the Secretary of State's decision was rejected by a judge in a paper decision, but County legal officers have requested a meeting. The issue is not whether the Secretary of State's decision was sensible, but whether due processes were followed in reaching it. The Secretary of State was required to consider various criteria and said that he had done so. Having read his announcements and the previous briefing to him from civil servants I can find very little evidence for this; but I would be surprised if the judge changed his mind.

### **County Council Budget**

At its Budget meeting on 10 February the County Council voted to freeze its Council Tax take, except in the area of Social Care, for which the levy will increase by 2%

### **Chief Executive**

Since the resignation of the previous Chief Executive in October 2021, a senior officer has been acting head of paid service. At the meeting of Full Council on 10 February the Leader announced the appointment of a new Chief Executive, John Metcalfe, currently carrying out the same role with the Isle of Wight. He is an experienced officer, with – as his surname suggests – some Cumbrian connections.

### **Road Resurfacing**

The road surfaces around the Town bridge are in a poor state after numerous patching jobs. County Highways have announced their intention of re-surfacing over a three-week period commencing on 7 March. Phase 1 is most problematic because Bridge Street is too narrow for single-lane working; there will be pedestrian access at all times, but apart from emergency vehicles and school buses, through traffic will have to follow lengthy diversions. The work

cannot be done overnight in a residential location. During Phase 2, the Sands and lower Battlebarrow, and phase 3, the Sands and Howgate Foot, traffic lights will be in operation.

## **A66**

Highways England has indicated a late change to its intentions for the rebuilt A66 east of Appleby, with the access and egress junctions to be located near Powis Lane rather than around Salt Tip Corner. The planned route of the new road means that the present A66 between Crackenthorpe and the Eden will be the road in and out of Appleby. I have suggested to both Highways England and the CCC officer liaising with them that there should be engagement sessions in Appleby to discuss and explain the implications of this.

**Cllr Andy Connell**

**PP Emma Simpson**

**23<sup>rd</sup> February 2022**

# Appleby Town Council Police Report

Date submitted

12/02/2022

Produced by

PCSO 5406 Ewbank

## Crime Trends and Patterns

- On 24th January our local officer carried out checks on a vehicle, which he sighted driving on Boroughgate. This vehicle was SORN'd, and MOT expired. Vehicle was uplifted due to it having no tax.
- On 10th February it was reported to police that a charity box was stolen from Riverside Fish & Chip Shop. CCTV has captured the incident, and this is being investigated.

## Police Action

On Wednesday 2nd February community officers sighted a local Appleby man in Penrith on a street where we had received intelligence. This male was detained and searched under the section 23 misuse of drugs act. This male was arrested and has since been charged with possession of a class B drug. The intelligence we receive is vital for us to picture what is happening in our local communities. It allows us to effectively prioritise action against the greatest threats and deliver the maximum disruptive impact on crimes being committed.

## Week of Action in the Community

On Thursday 20th January PCSO 5406 Ewbank and PC 2542 Hall had a day of action together whilst on patrol in the community. This is what we did: Provided reassurance patrols following a recent burglary, conducted a reassurance visit to a local vulnerable victim of crime, installed a Speed Indicator Device on Bongate following complaints about speeding (these results will be available in next month's newsletter), attended a multi-agency school visit at Appleby Grammar School in the morning and engagement patrols at Appleby Primary in the afternoon and lastly, we came across some fly tipping between Bolton & Colby. We notified the council and spoke to them and resolved the issue.

## School Engagements

On Tuesday 1st February we organised 2 guest speakers to come and talk to the Year 7's as part of the environmental campaign. We had Helen Gould for the first session who is our local vet from Old Hall Vet Centre and Karen Holmes who is our Environmental Enforcement Officer from Eden District Council. Eden Police work closely with the vets & EDC, so it was a great opportunity for the students to learn about their job roles. In the next couple of weeks PCSO Ewbank and an officer from Child Policing Team are visiting Appleby Grammar to do a session to all students in regard to sexting, peers and cyberbullying. PCSO 5405 Ewbank & PCSO 5206 Dakin have been planning for the warmer weather and have been organising visits to our primary schools along with Cumbria Fire and Rescue Service to deliver information about water safety. Shap Mini Police will be cascading what they have learnt to the rest of their school.

Non emergency number  
**101**  
[www.cumbria.police.uk](http://www.cumbria.police.uk)



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## Mayor's Report - February 2022

### Mayor in Media

A third appearance on BBC Radio Cumbria's hour long discussion panel was the only media bite in the last month. With such heavy topics as Covid restriction easing, No10 parties, Met Police controversy and footballers kicking cats, the session went well enough for a return booking in mid-April.

### Around Town

All being well, a special tree will be planted by the Mayor's party on the Butts to celebrate the Queen's Jubilee on Tuesday 22<sup>nd</sup> February. More about this in the March report.

Huge thanks to AERG for their organisation and presence during the recent storms and flood alerts.

### And finally...

Our Town Clerk of the last couple of years, Karen Lowthrop MBE, leaves us at the end of this month. She has added more than a splash of colour to the town and her enthusiasm, engagement and enlightenment have kept our ship on a steady course through the toughest of times. Thank you Karen.

We welcome Sue Gilbertson into the Clerk's role and I trust everyone will support Sue as she takes over the reins. I am absolutely sure that her business experience and intuition will serve us well.

Cllr Gareth Hayes, 20<sup>th</sup> February 2022



## Appleby-in-Westmorland Town Council Schedule of Payments - January 2022

**31st January 2022**  
**£14,931.79**

**Barclays Current Account - Balance Brought Forward**

Date	Supplier/Customer	Description	Amount £
04/01/2022	BT	Public Hall WiFi	£43.74
05/01/2022	Waterplus	Moot Hall Water	£54.40
06/01/2022	Barclays	Monthly charges	£30.82
06/01/2022	BT	TIC mobile	£18.00
10/01/2022	Waterplus	Public Hall Water	£91.16
10/01/2022	Barclaycard	Monthly transaction charges	£46.47
12/01/2022	Appleby Grammar School	Mayor's donation to litter project	£500.00
12/01/2022	Appleby Community Acting Together	Christmas lights 2021 contribution	£1,850.00
12/01/2022	Heatons	Cleaning items for Public Hall	£105.66
12/01/2022	Urbaser Ltd	November 2021 cleaning contract	£850.00
12/01/2022	Urbaser Ltd	PH bins emptied	£51.12
17/01/2022	Corona Energy	Moot Hall gas	£99.23
17/01/2022	Corona Energy	Public Hall gas meter 1	£91.55
17/01/2022	Corona Energy	Public Hall gas meter 2	£243.79
18/01/2022	Eden District Council	Public Hall rates	£66.00
18/01/2022	Eden District Council	Moot Hall rates	£158.00
19/01/2022	Crosby Granger	Cloisters - quantity surveyors	£3,750.00
19/01/2022	H Pigney & Son	Xmas Christmas Stags and keys	£283.30
19/01/2022	Sue Gilbertson	December Finance costs	£440.00
19/01/2022	Chesworth Communications	Christmas Promotional Video	£125.00
20/01/2022	Aura Ltd	Building Repair costs Valuation 4	£31,621.49
24/01/2022	Opus Energy	65-66 Boroughgate water	£325.26
24/01/2022	BT	Monthly broadband and landline charges	£156.41
25/01/2022	ICO	Data Protection Compliance Fee	£35.00
25/01/2022	Appleby Conservative Club	Rent for emergency exit land	£25.00
25/01/2022	Opus Energy	66 Boroughgate water	£29.00
26/01/2022	Chubb	Monthly alarm charges	£54.78
26/01/2022	Cartridge Save	Printer ink cartridges	£30.26
28/01/2022	Staff Salaries	January Salaries	£4,689.34
28/01/2022	HMRC	January NI and Tax	£815.93
31/01/2022	NEST	January pension contribution	£167.77
31/01/2022	Waterplus	Public Hall Surface water	£78.80
<b>Total Payments for January 2022</b>			<b>£46,927.28</b>

**Barclays Current Account** **£8,989.01**

**Barclays Savings Account** **£7,951.92**

**Cumberland Reserve Account** **£118,631.70**

**Transfers:**

	From	To	
19/01/2022	Barclays Savings	Barclays Current Account	£15,000.00
	Moot Hall Building		
27/01/2022	Barclays Savings	Barclays Current Account	£5,673.04
	Staff Salaries for January		

**Signed:**

**Date:**