

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Town Clerk's Office
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CA16 6YB

9th December 2021

Dear Councillor,

Notice is hereby given, and you are summoned to attend the ordinary meeting of **Appleby-in-Westmorland Town Council** to be held on **WEDNESDAY 15th December** at **7pm** in the Public Hall.

Members of the press and public are welcome to attend. Details about how to attend the meeting and how to comment on an agenda item are available on the Town Council Website. Please note we advise social distancing is observed and we ask you to wear a mask until seated.

Yours sincerely,

K Lowthrop

Karen Lowthrop - Town Clerk

PART ONE

1. Apologies for Absence

To receive and note any 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. Minutes

Council

To authorise the Chairman to sign the minutes of the **Ordinary Meeting of the Council** held on **Wednesday 17th November 2021** as a true and accurate record.

Respond to matters arising

- **Future of the Heritage Centre**

Committees

To approve and authorise the Chairman of the Committee to sign the minutes of the **Finance Committee** held on **Monday 06 December 2021** as a true and accurate record and the Council to resolve any recommendations.

- the Committee **RECOMMEND** Full Council approves the management accounts.
- the Committee **RECOMMEND** the Clerk defer presenting the draft Budget until January Committee Meeting to allow EDC to confirm the Council Tax Base.

To approve and authorise the Chairman of the Committee to sign the minutes of the **Planning & General-Purpose Committee** held on **Monday 06 December 2021** as a true and accurate record and the Council to resolve any recommendations.

- **RECOMMENDED** to Full Council that an alternative site be found, possible on the Cross Croft estate for the relocation of the recycling centre.
- To approve and authorise the Chairman of the Meeting to sign the minutes of the **Property Committee** held on **Monday 06 December 2021** as a true and accurate record and the Council to resolve any recommendations.
 - the Committee **RECOMMEND** to Full Council: "for external colour of the Moot Hall, option 2, Light Ochre limewash to roughcast with light brown 'Fairburn' linseed paint to windows and quoins. This palette would complement the colour scheme of High and Low cross".

CAFS energy review – Public Hall

- It was **RECOMMENDED** to Full Council that the Committee would prioritise the actions identified in the report and produce a three-year maintenance plan

4. Public Participation

Receive any questions or representations which have been received from members of the public. A period of up to 15 minutes for members of the public to ask questions or submit comments.

ADVICE NOTE: Members of the public may make representations, answer questions, and give evidence at a meeting that they are entitled to attend in respect of the business on the agenda.

The public must make a request **in writing** to the Town Clerk **PRIOR** to the meeting, when possible. A member of the public can speak for up to **three minutes**. A question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given. (*duration: 15 minutes allowed*)

a) Receive public representations The Chair will read out any questions, petitions or statements received in advance of the meeting from Members of the Public.

b) Receive reports from District and County Councillors

The Chair will invite any District and County Councillors present, to report to the meeting.

5. Police Report

To receive and note the Police Report.

6. Mayor's Report

To receive and note the Chairman's Report and answer any Councillors' questions.

7. Clerk's Report

To receive and note the Clerk's Report and answer any Councillors' questions.

8. Outside Body Reports

To receive and note reports from Councillors who represent the Council on outside bodies.

9. Schedule of Payments & Bank Transfers – November 2021

To authorise the Chairman to sign the schedule for payments (bills & salaries) and bank transfers for the month of November 2021.

10. 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.)

11. Date of the Next Meeting

To note that the next **Ordinary Meeting of the Council** will be held on **Wednesday 19th January at 7pm** in the **Public Hall**

Private Section PART II –The following is exempt information as it relates to the financial or business affairs of any person (including the authority holding that information) and personal sensitive information relating to members of staff.

There are no items in this part of the agenda.

For the attention of all Councillors: -

Chairman:	Cllr Hayes			
Deputy Chairman	Cllr Chalmers	Cllr Rooke	Cllr Dougherty	
Councillors:	Cllr Mrs Anderton	Cllr P Davidson	Cllr Curley	
	Cllr Ms K Wignall	Cllr Stephenson	Cllr H Potts	Cllr Connell
	Cllr T Wignall	Cllr Pape	Cllr F Potts	