

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
Telephone: 01763 51277
Email: clerk@applebytown.org.uk
Facebook: Appleby-in-Westmorland
Twitter: @applebycouncil



www.applebytown.org

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

PROPERTY COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON MONDAY 16TH MAY 2022 at 8.05PM

Present:

Cllr Rooke (Chairman)
Cllr Connell
Cllr Hayes (Mayor ex Officio)
Cllr Pape

Also, in attendance:

Cllr Curley
Cllr Davidson
Cllr Kemp
Cllr Stephenson (Deputy Mayor ex Officio)
Town Clerk
Town Clerk's Assistant

PR1/05/22 Apologies for Absence

Apologies received and accepted from Cllr Anderton, Cllr Dougherty and Cllr Chalmers. Long term absence noted from Cllr F Potts.

PR2/05/22 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.

PR3/05/22 Actions from the Previous Minutes

- **Dowpitts Wood:** The Clerk reported that 3 days of the Dowpitts Wood work had been completed, with a further 2 days scheduled for the end of May. We still need to agree a Memorandum of Understanding regarding the use of the woods by Oaklea Trust and also confirm and agree insurance arrangements.
- **Mapping of Council and other community assets:** The cataloguing and priority list for all assets is still ongoing. Cllr Rooke highlighted how many artefacts there is in the Moot Hall, and how important it is for the Council's history to be recognised. Cllr Curley asked if the TIC Exhibition Room would be utilised and the Clerk confirmed that it would and that the intention was to have an initial exhibition on the Moot Hall and HAZ project to coincide with the celebration event at the beginning of July. Appleby-in-Westmorland Society have also offered some of their archive material to display.

Clerk

Clerk

PR4/05/22 Chairman's Report

- **Pre-written by Cllr Anderton:** Many thanks to Sue, Emma and Nigel Altham for their hard work to get the Council Chamber ready for Mayor Making, and for their help in the preparations for the luncheon in the Public Hall. It is important all councillors help as much as possible, as the Clerk's Office is now only two members of staff, ahead of the move back to Moot Hall, the Queen's Jubilee and Fair Week.
- **Plague Stone** Cllr Rooke requested that the Plague Stone be relocated to an area that is visible to the public to help showcase the town's history. For security reasons it could be contained in a metal cage/perspex cover. Cllr Curley added that it may require planning permission if it was to be located on the pavement. It was **RECOMMENDED** to Full Council that arrangements would be put in place to locate the plague stone on the south side of the Moot Hall building.

Cllr Rooke
Clerk

PR5/05/22 Moot Hall & Cloisters Update

The Clerk informed the Committee that the TIC would be beginning their move back on Tuesday 17th, with the office following pending the BT line/broadband being reactivated in the Moot Hall.

The Clerk informed the Committee that adverts for the lease of Fairhill grazing licence and the leases of both West Cloisters and 4 Market Arcade retail units have gone out, with enquiries already being received from all. The grazing license advert for Fair Hill closes on Friday 20th May 2022.

The Market Arcade Toilets cleaning contract has also gone out to tender and the insurance contract will be going out next week.

The Cloisters building work tender deadline has now closed, with a meeting on Thursday 19th May to discuss the bids received.

Clerk

PR6/05/22 Councillors' reports and items for future agendas

There were no additional reports or items received.

PR8/05/22 Date of the Next Meeting

To note the next meeting of the Property Committee will be held in the Moot Hall on **Monday 13th June 2022 at 7:45pm, or at the rising of the Planning and G.P. Committee**

There being no further business the meeting closed at 8.30pm

AT THE COUNCIL MEETING ON: **WEDNESDAY 25th May 2022**

THE CHAIRMAN OF THE MEETING WAS AUTHORISED BY THE -
COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEM
BEING A TRUE AND ACCURATE RECORD:
