

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## Appleby Town Council Minutes

For the meeting held in the Moot Hall

**Wednesday 20<sup>th</sup> September 2023 at 6.45pm**

### Councillors Present:

Cllr Davidson (Chair)	Cllr Mycock
Cllr Curley (Vice-Chair)	Cllr Pape
Cllr Anderton	Cllr Potts
Cllr Chalmers	Cllr Railton
Cllr Connell	Cllr Rooke
Cllr Heap	Cllr Swann
Cllr Kemp	Cllr Turnbull

### Also in attendance:

Roger Collinson (Mayor's Chaplain)  
3 members of the Public  
Town Clerk and Clerk's Assistant

The Mayor's Chaplain, Roger Collinson, opened the meeting with a prayer.

### C1/09/23 Apologies for Absence

Apologies received from the Mace Bearer, David Johnson.

### C2/09/23 Declarations of Interest

Cllr Connell declared an interest in relation to any items on the agenda relating to Westmorland and Furness Council.

### C3/09/23 Public Participation

There were no representations from members of the public present.

### C4/09/23 Minutes

#### Ordinary Meeting of the Council

It was **RESOLVED** to authorise the Chair of the meeting to sign the minutes of the **Ordinary Meeting of the Council** held on **Wednesday 19<sup>th</sup> July 2023** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved.

#### Finance Committee Minutes

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the **Finance Committee** meeting held on **Monday 11<sup>th</sup> September 2023** as a true and accurate record. Recommendations were approved as follows:

- To accept the Management Accounts for July 2023 and August 2023.

#### Property Minutes

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 11<sup>th</sup> September 2023** as a true and accurate record and the Council to approve any recommendations. Recommendations were approved as follows:

- To approve the work needed in Dowpitts Woods for the removal of trees affected by Ash dieback, amounting to £2,500.

### **Planning and General Purpose Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the **Planning & General Purpose** Committee held on **Monday 11<sup>th</sup> September 2023** as a true and accurate record, with one minor amendment to the wording requested by Cllr Connell as follows:

**P7/09/23** - Cllr Connell has received a request on behalf of older residents of Scattergate to install another bench on Scattergate Green for those who would like to get out of the house, but cannot walk far.

Recommendations were approved as follows:

- To accept the Memorandum of Agreement from Westmorland & Furness Council in relation to the installation and ongoing ownership and maintenance of the information boards and cast iron fingerposts.
- To set up a temporary working party, based on the Terms of Reference presented, to look at various dog related issues in town. The working party will carry out community engagement and research and report back to the Planning & GP Committee with recommendations.

### **C5/09/23 Unitary Authority Reports**

Cllr Connell's report was received and noted.

It should be noted Drawbriggs Lane between Cross Croft and Garbridge Lane will be closed in early October between the hours of 7am and 5pm for resurfacing works. High Wiend is also scheduled for closure (see C8/09/23 for dates).

Cllr Heap asked whether a temporary solution to stop people parking on the grass area behind the leisure centre could be put in place, for example a concrete barrier.

**ACTION:** Cllr Connell to ask W&F Officer.

### **C6/09/23 Police Report**

The Police report was received and noted.

The Clerk reminded all that PCSO Ballantyne holds a monthly drop-in session at the Tourist Information Centre, and this is well advertised prior to the day.

Cllr Potts asked whether it would be possible for a police officer to attend some Council meetings, as it was really useful when they did. The Clerk advised that they have been asked, but because of low staffing levels, this has not been possible. However, they have recruited a new member to the Appleby team, so hopefully this might be possible in the future.

### **C7/09/23 Mayor's Report**

There was no Mayor's report in respect of this meeting. The Mayor reported that she had recently attended an Eden Animal Rescue event and the Mayor's coffee morning on Saturday 16<sup>th</sup> September raised £120 for the charity.

### **C8/09/23 Clerk's Report**

#### **FRMS**

Following the query raised in the Planning & GP committee, the letter from W&F Council Planning, which had been circulated to Councillors prior to the meeting, outlines the reasons why areas of the King George V playing field could not be used as a temporary car park. The reasons being due to safety concerns: proximity to the playground and pitch, the football association standards for run-off areas, and concerns on the impact to the trees, ecology, and the conservation area. The EA have looked at alternative sites for additional parking in some depth, which were detailed in Section 4.4

Site Selection of the document submitted to Planning, which had also been circulated to Councillors. The EA have confirmed that the search for additional parking provision is still ongoing.

The EA confirmed that potentially the Fire Service would be receptive to providing some spaces in the forecourt of the station in Holme Street if they had to re-locate their base for the duration of the work. Discussions are also ongoing regarding the car park space behind the library building. It should be noted that when Broad Close car park is reopened after the FRMS work is completed, the parking spaces will be reduced to 46, the same number that will be provided in the temporary Edenside car park.

Cllr Curley mentioned the committee needs to decide whether an objection would be raised against the Edenside car park application 23/0570. It was agreed that no objections would be sent, but that the EA needed to be formally reminded of their commitment to ascertain replacement parking. Cllr Anderton said Oaklea needed to be thanked for holding off their construction work at Edenside, to provide the temporary public car park.

### **High Wiend and Holme Street**

The Clerk has received confirmation that the work currently underway by United Utilities will be completed by next week and they will be off site by Friday 29<sup>th</sup> September. The building contractors doing the work on the Golden Ball are due to start on Monday 2<sup>nd</sup> October, meaning High Wiend will be closed. The work includes full replacement of the roof and is expected to take 7-8 weeks. Cllr Swann asked whether braced scaffolding could have been used to keep the road open.

**ACTION:** Clerk to speak again with Planning and Contractors to see whether this option has been looked at.

### **Heritage Open Weekend**

The weekend was a huge success and all venues reported visitor numbers of between 150-250. Shops into town also had busy and profitable trading days. The total cost of the event was £400, which included the design and printing of 1,000 leaflets, as well as activity running costs. Appleby Community Enterprises has generously agreed to contribute 50% of this cost.

The silver King John penny was handed over to Cllr Davidson into the care of Appleby Town Council and will be on display in the TIC's exhibition room once the Dales exhibition is removed next week.

Cllr Davidson thanked the Moot Hall team, and everyone involved, for their hard work and commented it had been an exceptional weekend.

The QR code heritage trail was piloted in 4 locations, and everything seems to have run smoothly, so we will proceed with the other locations.

### **C9/09/23 Adoption of Standing Orders and New Policies**

The Clerk advised the Council that no changes had been made to the Standing Orders since they were adopted last year.

It was **RESOLVED** to accept the Standing Orders and for them to be duly signed by the Chair.

The following new policies had been circulated to all councillors prior to the meeting:

- Safeguarding Policy
- Electronic Communications Policy
- Social Media for Councillors Policy

It was **RESOLVED** to approve and accept these policies and for them to be duly signed by the Chair.

### **C10/09/23 Outside Body Reports**

There were no Outside Body Reports in respect of this meeting.

### **C11/09/23 Schedule of Payments & Bank Transfers – July & August 2023**

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of July, totalling **£23,194.65**. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of August, totalling **£15,267.42**. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

### **C12/09/23 Councillors' reports and items for future agendas**

- Cllr Mycock and Cllr Heap both attended the Net Zero meeting. A report will be presented to October's Planning committee meeting.

### **C13/09/23 Next Meeting**

To note that the Ordinary Meeting of the Council will be on **Wednesday 25<sup>th</sup> October 2023** at **6.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.35pm.

At the Council Meeting held on **Wednesday 25<sup>th</sup> October 2023**, the Chairman of this meeting was authorised by the Council to sign these minutes, to confirm they are a true and accurate record:

*Cllr Davidson*

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