

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Cumbria, CA16 6YB

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 8th April 2024 at 7.54pm

Present:

Cllr Anderton (Chair) Cllr Kemp
Cllr Connell Cllr Potts
Cllr Curley (Ex-officio) Cllr Rooke
Cllr Davidson (Ex-officio)

Also in attendance:

Cllr Chalmers Cllr Hilsden
Cllr Heap Cllr Pape
Town Clerk and Clerk's Assistant

PR1/04/24 Apologies for Absence

There were no apologies received.

PR2/04/24 Declarations of Interest

There were no declarations of interest.

PR3/04/24 Actions from the Previous Minutes

There were no actions from the previous minutes.

PR4/04/24 Chairman's Report

There was no Chair's report in respect of this meeting.

PR5/04/24 Public Hall Update

The Clerk reported that the lights in both the Market Arcade toilets have been replaced with motion sensor LED's, to reduce electricity costs. The overhead lights in the main hall have also been replaced with LEDs, as have the lights in the downstairs ladies' toilets. The sinks and worktops in the ladies' toilets have also been replaced.

The next major work on the schedule is to repair/replace the roof above the Supper Room and this work will be advertised shortly. Once this work is carried out, the remedial work to repair damaged ceilings and walls can be carried out, including the upstairs bar area, which is currently unusable.

PR6/04/24 Rental of Retail Units

The tenant in 4 Market Arcade has given notice and the unit needs to be advertised. The Council's current policy is to advertise for offers to be received by interested parties via a sealed bid, with no information given as to what rent is expected. This often results in a wide range of bids being received and is unfair to prospective tenants. As the Council had instructed a commercial surveyor in 2022 to carry out an inspection of all the retail units, including recommendations on individual rental values, the Clerk would like to request that the way units are advertised for rent is changed and properties are advertised with a suggested rent.

Cllr Chalmers commented that he thought it was correct the Council advertise units the same way private landlords do, moving away from sealed bids and that he felt a rental policy needed to be agreed. Cllr Davidson agreed it should be a set rent advertised, and in the event that more than one

offer is received, the Council could discuss and agree which business is awarded the lease. Cllr Pape commented that the rents should be affordable to ensure new and existing businesses are able to make a living.

Cllr Connell suggested the wording on the advertisement should say 'Rent has been independently assessed as £- ', which then leaves it open for people to offer what they feel they can afford. It was agreed that the unit could be advertised and that the Town Clerk circulates a short policy document for the rental of the retail units.

ACTION: Clerk to advertise the unit as being available to rent and create and circulate a policy document which outlines the Council's criteria for businesses wishing to rent a retail unit..

PR7/04/24 Councillors' reports and items for future agendas

- The Town Meeting will take place on Wednesday 24th April. 15 local organisations will be attending to give an update on their activities. A buffet and refreshments will be available from 6.30pm, with the meeting starting at 7pm. A representative from Cumbria CVS will be available from 5pm for 1-2-1 sessions with any local organisations wanting help with topics such as developing business plans and funding applications.
- The Dog Related Issues Working Party Public Meeting will take place on Thursday 18th April at 6.30pm in the Public Hall.

PR8/04/24 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 13th May 2024** at **7.45pm**, or at the rising of the Finance Committee in the Moot Hall.

There being no further business, the meeting closed at 8.30pm.

At the Council Meeting held on **Wednesday 17th April 2024**, the Chairman of this meeting was authorised by the Council to sign these minutes, to confirm they are a true and accurate record:

Cllr Anderton
