

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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

8th January 2019

Dear Councillor,

Notice is hereby given and you are summoned to attend the meeting of Appleby-in-Westmorland Town Council's **Planning and General Purpose Committee** to be held in the Moot Hall on **MONDAY 14<sup>th</sup> JANUARY 2019** at **7.15pm** or upon the rising of the Finance Committee.

Members of the Public and Press are invited to attend.

Yours sincerely,

A handwritten signature in blue ink that reads "Caroline Dodgeon".

Caroline Dodgeon - Town Clerk

## A G E N D A

### 1. Apologies for Absence

To receive and note 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. Actions from the Previous Minutes

To review and provide an update regarding the actions detailed in the minutes of the last meeting. (*Report 1: attached*)

### 4. Planning Applications

Under Eden District Council's (EDC's) consultation process, to consider the following Planning Applications plus any late arrivals, in order to prepare, under delegated authority, a response from Council:

<a href="#">18/0962</a> APPLICATION Various tree works DOUGLAS HOUSE BONGATE APPLEBY-IN-WESTMORLAND CA16 6HW	<a href="#">18/0978</a> APPLICATION Retrospective application for conversion of two bedroom flat into two one bedroom flats. 1 TUFTON MEWS APPLEBY-IN-WESTMORLAND CA16 6XA
<a href="#">18/0979</a> APPLICATION Listed Building consent for the retrospective application for the conversion of two bedroom flat into one bedroom flats. 1 TUFTON MEWS APPLEBY-IN-WESTMORLAND CA16 6XA	<a href="#">18/0962</a> APPLICATION Various tree works. DOUGLAS HOUSE BONGATE APPLEBY-IN-WESTMORLAND CA16 6HW

### 5. Planning Decisions

<a href="#">18/0832</a> GRANTED Listed Building Listed building consent for repairs to roof, leadwork and stonework internal tanking system. NORTH LODGE BOROUGHGATE APPLEBY-IN-WESTMORLAND CA16 6XH	<a href="#">18/0839</a> GRANTED Listed Building Listed building consent to demolish and replace existing rear conservatory. 11 DOOMGATE APPLEBY-IN-WESTMORLAND CA16 6RB
<a href="#">18/0855</a>	<a href="#">18/0814</a>

GRANTED  
Outline Application  
Outline application for one dwelling with all matters reserved  
10 COLBY LANE APPLEBY-IN-WESTMORLAND CA16 6RJ

GRANTED  
Listed Building  
Listed building consent for chimney replacement  
42 BOROUGHGATE, APPLEBY-IN-WESTMORLAND, CA16 6XG  
Royal British Legion

## 6. Chairman's Report

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

## 7. Community Asset: Appleby Library

To consider whether the Council should apply to Eden District Council to have the library building listed as a community asset.

## 8. Council Policies

To consider the following policies for 2019 and make any recommendations to Council:

- Health and Safety (*Report 2: attached*)
- Privacy Policy (*Report 3: attached*)
- Data Protection (*Report 4: attached*)
- Document Retention Policy (*Report 5: attached*)
- Freedom of Information (*Report 6: attached*)
- Equality and Diversity (*Report 7: attached*)
- Media (*Report 8: attached*)
- Community Engagement (*Report 9: attached*)
- Fire Safety Policy (*Report 10: attached*)

*Unless specifically requested paper copies will not be included in meeting packs*

## 9. Eden District Council: Public Path Diversion Order (No2) 2015: Cross Croft, Appleby (Footpath 303028)

To note the notice of confirmation and order for the above detail public path that came into force on 12 December 2018. (*Report 11: attached*)

## 10. Eden District Council: Local Enforcement Plan

To note that Eden District Council has prepared a Local Enforcement Plan in adherence with the National Planning Policy Framework. A copy of which has been circulated to Councillors and is also available using the following link <https://www.eden.gov.uk/planning-and-building/planning/planning-control-breaches/planning-enforcement-plan/>.

## 11. Cumbria Association of Local Councils: Buckingham Palace Garden Party Nominations

To consider whether the Council wishes to nominate a past Mayor to be entered in to a draw for an invitation to attend a garden party at Buckingham Palace on Tuesday 21<sup>st</sup> May 2019 and make any recommendations to Council.

## 12. 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.*)

## 13. Next Meeting

To note that the next meeting of the Planning & General Purpose Committee will be held in the Moot Hall on **Monday 11<sup>th</sup> February 2019 at 7.15pm** (*or upon the rising of the Finance Committee*).

For the attention of all members of the Planning & General Purpose Committee:-

**Chairman:** Cllr Miss Hutchinson  
**Vice Chairman:** Cllr Hayes  
**Councillors:** Cllr Chalmers  
Cllr Connell  
Cllr Mrs Dixon – Dougherty (Deputy Mayor Ex Officio)  
Cllr Dougherty  
Cllr Pape  
Cllr Rooke (Mayor Ex Officio)  
Cllr Stephenson

Copies to all remaining members of the Council for information.