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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 22nd May 2024 at 6.45pm

Councillors Present:

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

Also in attendance:

David Johnson (Mace Bearer)
Rev. Andrew Burrell (Mayor's Chaplain)
Charlie Smith (Co-opted)
Town Clerk and Clerk's Assistant

Rev Andrew Burrell led the meeting in prayer.

C1/05/24 Apologies for Absence

Apologies received from Cllr Connell.

C2/05/24 Declarations of Interest

Cllr Chalmers declared an interest in item 12, as his business Bojangles was listed as a payee on the Schedule of Payments.

C3/05/24 Public Participation

Reverend Andrew Burrell explained that St Lawrence's Church has some historical books (Foxe's Book of Martyrs), which they can no longer look after safely and asked whether the Council could take custody of them. The books were given to the Town, but have been stored in the Church, but they are no longer able to do this. It was agreed this item would be put on the next Planning & GP agenda.

C4/05/24 Co-option to Appleby Ward

Charlie Smith introduced himself and expressed his reasons for wishing to join Appleby Town Council and what skills and knowledge he could bring as a Councillor.

Cllr Heap proposed the co-option of Charlie Smith, saying it is clear he has the community at heart and Cllr Chalmers seconded the co-option.

C5/05/24 Declaration of Acceptance of Office

Cllr Smith read out the Declaration of Acceptance of Office before Council members and signed it in the presence of the Town Clerk. Cllr Davidson welcomed Cllr Smith onto Appleby Town Council, and he took his seat on the Appleby Ward.

C6/05/24 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 17th April 2024** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved unanimously.

- **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 13th May 2024** as a true and accurate record.

- **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 13th May 2024** as a true and accurate record. All recommendations were approved unanimously:

- To accept the Management Accounts for April 2024.
- To accept the Financial Regulations for 2024-25.
- To appoint Sue Gilbertson as the Responsible Financial Officer for 2024-25.
- To accept the Direct Debits and Regular Payments schedule for 2024-25.
- To accept the CALC/NALC subscription of £528.78 for 2024-25.
- To appoint Jean Airey as the Internal Auditor for 2024-25.
- To appoint Dodd & Co as the Accountants for 2024-25.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 13th May 2024** as a true and accurate record.

C7/05/24 Unitary Authority Reports

There was no Westmorland & Furness Council report in respect of this meeting.

C8/05/24 Police Newsletter Report – March & April

The Police Newsletter report was received. Cllr Chalmers asked whether the playground bin vandalism had been reported and the Clerk confirmed this was covered in her report.

C9/05/24 Mayor's Report

The Mayor expressed her thanks to the Clerk's Office team for their hard work in arranging the Mayor's luncheon and thanked everyone who attended.

Cllr Davidson also reported that she had hosted the recent Eden Tourism Network meeting, which was well attended by Appleby representatives. The new Kirkby Stephen bus service that Appleby Council had contributed to, was mentioned by the Chair in the meeting as an example of communities working together to provide a service and the new shuttle bus from the train station into town was also mentioned. This will run over the summer months on the last Saturday of the month starting this weekend. There was also some possible funding identified to help with a dog poo clean-up.

C10/05/24 Clerk's Report

- **Platinum Playground**

The Clerk reported that the playground had successfully passed the external inspection on Thursday 16th and the playground was opened on Friday 17th. The Clerk thanked Ruth Robinson of Courtfield Garage for doing an emergency grass cut before the inspection and explained that some areas of grass have had more time to grow then others, but eventually the grass will grow through and cover the rubber matting. The final invoice from HAGs has been received, leaving around £1,500 left in the group's budget. The formal opening is hoped to be in mid-June.

Unfortunately, sometime on Sunday evening, the bin in the playground was set on fire. The cost of a replacement bin is £385. An incident report has been filed with the police, but the bin is the property of Westmorland & Furness Council, so it has been reported to them.

Cllr Turnbull reported that a resident had approached her about a safety issue for toddlers at the playground and was there a snagging list. The Clerk advised that no the inspector had signed the playground off as being safe, so if anyone had any safety concerns, they needed to report them to the Council.

- **Horse Fair**

Preparations have been taking place for Horse Fair. This includes water testing on Fair Hill and arrangements to place the boulders at Jubilee bridge and lock the outer gates at Fairhill. Mr Welch has been in to sign the licence for Fair Hill and the risk assessment will be completed with Mr Welch prior to the start of the Fair. It has been confirmed that removable barriers will be installed at the entrance to the leisure centre car park to prevent overnight camping. The one-way system on Station Road/Garbridge Lane/Garth Heads Road will also be in place as it was last year and the small road to the west side of the Moot Hall is also to be made one-way.

A grant of £2,000 has been received via the Travellers' representative to help cover any additional toilet cleaning for the 2024 and 2025 Horse Fairs. We will also have a police radio at the Moot Hall in case of emergencies and Westmorland & Furness will be using the library as a base camp.

Cllr Potts asked whether a request could be made for more Portaloo's in the town centre.

- **4 Market Arcade**

Happy Paws Dog Grooming has moved out of the premises and the shop has been stripped. The front walls on both the ground and first floor have developed some black mould which is believed to have been cause by a combination of the steam from the bath and the use of the hairdryer. There are a few minor works which need completing before the next tenant moves in, including fitting a better extractor fan.

Cllr Potts recommended installing a special dehumidifying fan that work for black mould. Year End Accounts

The Internal Auditor and Accountant have both signed off the year end accounts, and they will be taken to the next Finance committee prior to being submitted to the External Auditors.

Cllr Pape commented that the new playground has been incredibly busy over the weekend. He also raised the topic of Devolution and asked whether any further progress had been made about taking over the Broad Close car park and toilets. The Clerk advised that talks with EDC regarding this had halted prior to Covid and although Westmorland & Furness had been informed that Appleby Council would like to pick up this topic, no further progress had been made.

C11/05/24 Outside Body Reports

ACAT: Cllr Anderton reported that ACAT were holding two fundraising events soon, a big breakfast and a casino night and posters would be out soon to publicise the events.

AERG: Cllr Chalmers reported that AERG had appointed a new project manager called Julie Johnson.

C12/05/24 Schedule of Payments & Bank Transfers – April 2024

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **April 2024**, totalling £97,947.92. This figure includes the first payment for the playground, employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C13/05/24 Councillors' reports and items for future agendas

- Cllr Heap received an enquiry about installing a zebra crossing in the town centre by the Moot Hall.

- Cllr Curley had been approached by a representative of the Football Club to ask if the Council could be involved in a Civic ceremony to celebrate their recent successes.

C14/05/24 Next Meeting

To note that the next Ordinary Meeting of the Council will be on **Wednesday 19th June 2024** at **6.45pm** in the Moot Hall.

The next Councillor Surgery will take place this coming Saturday 25th May at the library between 11am-12. The previous surgeries have not been well attended so Councillors were encouraged to signpost residents.

There being no further business, the meeting closed at 7.30pm.

At the Council Meeting held on **Wednesday 19th June 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 Davidson