APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 23rd October 2024 at 6.45pm

Councillors Present:

Cllr Davidson (Chair)
Cllr Curley (Vice-Chair)
Cllr Anderton
Cllr Connell
Cllr Heap
Cllr Hilsden
Cllr Kemp
Cllr Rooke
Cllr Smith

Also in attendance:

Member of the Public
Town Clerk and Clerk's Assistant

The Council paid their respects to Peter Jones, the Council's long-standing sword bearer up until 2023, who recently passed away. Cllr Connell expressed Peter was a lovely man and will be missed. His funeral will take place on Thursday 31st October at 10.30am in St Lawrence's Church.

C1/10/24 Apologies for Absence

Apologies received from Cllr Chalmers, Cllr Pape and Cllr Railton.

C2/10/24 Declarations of Interest

There were no declarations of interest in respect of this meeting.

C3/10/24 Public Participation

Mr Wilkinson of Drawbriggs Court attended the meeting regarding the relocation of the recycling site from Broad Close car park up to the Heritage Centre. After attending September's meeting, Mr Wilkinson thanked the Clerk for keeping him in the loop with updates and acknowledged the steps put in place since the meeting to keep the site tidy. He also acknowledged that the CCTV cameras installed at the entrance to the heritage centre by the Bike Inn might deter fly-tipping. However, he reaffirmed his opinion that this is an inappropriate location for the site and even with the best of intentions, no one can manage the frequency of visitors to the site, the noise when bottles are tipped into bins, the clanging of the bin lids and car engines left running. Last week Mr Wilkinson said he had to listen to a foul-mouthed rant from a user who was venting frustration to a passerby that her household rubbish had not being collected.

Mr Wilkinson wished to ascertain if the Town Council is actively pursuing attempts to identify an alternative location or is the matter closed with them. If so, his next step would be to go to Westmorland & Furness Council and take the issue up with Tim Farron.

Cllr Curley explained that Appleby Town Council have done what is within their power and advised that Mr Wilkinson should take the issue directly to Westmorland & Furness Council.

Mr Wilkinson asked why the recycling centre had not been moved to the compound by the leisure centre. The Clerk explained that this hadn't been an option, as the normal traffic to/from the medical practice and leisure centre, combined with the site construction traffic down Chapel Street is very high.

The Clerk confirmed she has had some discussion with Westmorland & Furness, who would be open to look at relocating the centre if an alternative site could be found, but unfortunately neither Councils have any land that would be suitable for this purpose. Cross Croft has also been looked at, but nowhere suitable was identified.

Cllr Curley explained that although the Council had not been fully in favour of the decision to move the recycling centre to the Heritage Centre, unfortunately there was no alternative.

Cllr Heap suggested Mr Wilkinson should get his neighbours on board, to create a stronger position when taking issues up with Westmorland & Furness and Tim Farron.

C4/10/24 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 18th September 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 14th October 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 14th October 2024** as a true and accurate record. All recommendations were approved unanimously:

- To accept the Management Accounts for July, August and September 2024.
- To accept the Banking Arrangements and Account Signatories remain the same.
- To accept the Accounts for Hannah Kennington and Ingram Dawson Charities for Year End 31st March 2024.
- To recommend Hannah Kennington trustees review and accept the grant application from Westmorland Wanderers Netball Club.
  The trustees confirmed they have approved the application.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 14th October 2024** as a true and accurate record.

C5/10/24 Unitary Authority Reports

Cllr Connell's report was received and accepted.

C6/10/24 Police Newsletter – September & October

The Police Newsletter was received and noted.

C7/10/24 Mayor's Report

The Mayor reported herself and the Clerk had attended the Air Cadets presentation in Carlisle Castle about their trip to Normandy, and how fantastic it had been. The Air Cadets had received funding for their trip from one of the Council's charity accounts, and it was clear this had been a very good cause.

Cllr Davidson and the Clerk had attended the CALC AGM in Newbiggin last week.

The Mayor had also attended the Judges Assize in Carlisle Cathedral and visited Eden Valley Railway in Warcop.

C8/10/24 Clerk's Report

- **Edenside**

The Clerk reported the demolition work at Edenside is going well and Oaklea plan to hand the site over to the EA on 8th November. Work will start immediately on resurfacing the area to create a temporary car park. No date has been confirmed as to when the car park will be open.

Mr Wilkinson asked whether the recycling centre could be moved to the temporary car park at Edenside. The Clerk explained that this car park will have a smaller capacity than Broad Close car park, so there was already going to be a loss in parking spaces.

- **Business Networking Meeting**

The Council facilitated another Business Networking meeting last week. Attendance was very poor. It was agreed at the meeting, that if at least 20 members joined and agreed to pay £25 membership per annum, the group would look to formally constitute.

- **Benches and Flower tubs**

Age Concern have generously contributed three new benches in the playground, which have now been installed. The large bench at the junction of Low Wiend and Chapel Street has also been refurbished, as all the wood was rotten. This has been funded 50/50 with Age Concern.

Appleby Smarter have agreed to refurbish the four large rotting wooden flower tubs in town: two outside the Moot Hall, one outside the library and one at the junction of Low Wiend and Chapel Street. They will empty the tubs, line them with plastic and paint them, and have started with the tub outside the library.

- **Butts Shelters**

Two quotes have been received for the Butts Shelters – one for complete replacement with readymade hard wearing wooden shelters, and one to repair the existing shelters. The Clerk has sent the quotes to Westmorland & Furness Council and is looking into potential funding.

- **Public Hall caretaker**

Two enquires were received about the vacancy. One interested person has agreed to do a trial weekend shadowing Pauline.

- **2024-25 Pay Awards**

The Public Sector Pay Scales for 2024-25 have now been agreed and represent an increase of £1,290 pa (f/time equivalent) or 2.5%, whichever is the higher. This equates to 5.77% for the lowest-paid employees, effective and backdated to 1 April 2024.

C9/10/24 Standing Orders

The Standing Orders are reviewed and accepted annually. It was noted that no changes have been made.

It was **RESOLVED** that the Standing Orders for 2024-25 were accepted and signed.

C10/10/24 Code of Conduct

Cllr Davidson reminded councillors that if they were unsure of anything, to ask either the Clerk, Mayor or Deputy Mayor. Cllr Curley asked the Clerk to compare the duties of the Charity Trustees to the Code of Conduct, to ensure there are no inconsistencies.

It was **RESOLVED** that the Code of Conduct was accepted and signed.

C11/10/24 Local Plan Consultation

The Council agreed that the notes written up by the Clerk were an accurate representation of what had been discussed and should be sent to Westmorland & Furness.

C12/10/24 Extraordinary Parish Meeting

It was noted that the Parish Meeting requested by residents via the Appleby Community Fair Group's Facebook page will be held in the Public Hall at 6.30pm on Wednesday 4th December 2024.

The Clerk explained that should Councillors attend the meeting, they would be doing so as residents and not in their capacity as a Councillor. Non-Appleby electors can attend as observers, but cannot contribute to discussions. Cllr Davidson will chair the meeting, as Chair of the Council.

C13/10/24 New gov.uk website and emails

The Clerk reported that all emails have been successfully moved over to the gov.uk domain, as has the website. The old emails will soon be disabled at the end of the month, so if anyone has any issues with the new system, they should contact the office as soon as possible.

C14/10/24 Outside Body Reports

- **ACAT**

Cllr Anderton reported that ACAT are still fundraising for this year's Christmas Lights, and a quiz night is being held at the Royal Oak on Friday 25th October. The light switch will be done by Fred Wilson, the ex-Herald photographer on Friday 29th November. The Clerk added that town businesses are being encouraged to take part in a Christmas window competition and there are cash prizes for 1st and 2nd place, donated by Appleby Community Enterprises, which will be judged on Sparkle Day on Saturday 14th December.

- **Appleby Grammar School**

Cllr Anderton reported the new headteacher is settling in well.

C15/10/24 Schedule of Payments & Bank Transfers – September 2024

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **September 2024**, totalling £21,099.90. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C16/10/24 Councillors' reports and items for future agendas

- Cllr Heap commented that W&F Community Development Officer, Richard Scoffham, has asked whether any other councillors would like to be involved in the Place Action Group (PAG) meetings. If so, they should contact the Clerk for details.
- Cllr Smith reported that both Holme Street and Holme Court road surfaces are in a bad state. They have been bad for some time, but the heavy lorries going back and forth to Edenside have worsened the potholes. This will be reported to Highways.
- Cllr Smith asked if the Council could look at what could be done to enhance the Saturday market in town. The Clerk said this was actually managed by Westmorland & Furness, but was certainly something that could be looked at with them.
- Cllr Smith asked if any efforts could be made to focus on improving the town centre by employing a 'street cleaner', to ensure all the pavements are clean and all weeds are removed. The Clerk commented that this is something she has recently spoken to Cllr Connell about, after finding out that Kirkby Stephen has a street cleaner and receive funding from Westmorland & Furness Council to support.
- Cllr Smith proposed a scheme where deserving individuals in the community could be thanked and praised for everything they do in Appleby. It was agreed this would be taken to committee.

C17/10/24 Next Meeting

To note that the Ordinary Meeting of the Council will be on **Wednesday 20th November 2024** at **7.45pm** in the Moot Hall.

To note that the Remembrance Day Service will be held on **Sunday 10th November 2024**. A schedule of the day was distributed to all councillors. Cllr Rooke reminded councillors there would also be a short service at St Lawrence's at 11am on Monday 11th November.

There being no further business, the meeting closed at 7.39pm.

At the Council Meeting held on **Wednesday 20th November 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