APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
Town Clerk's Office
Telephone: 017683 51177
Email: clerk@applebytown.gov.uk

www.applebytown.gov.uk

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

Planning and General-Purposes Committee Minutes

For the meeting held in the Moot Hall

Monday 11th November 2024 at 6.45pm

Present:		**Also in attendance:**	
Cllr Connell (Chair)	Cllr Turnbull	Cllr Anderton	Cllr Rooke
Cllr Hilsden	Cllr Davidson	Cllr Heap	Cllr Smith
Cllr Railton		Town Clerk and Clerk's Assistant	

P1/11/24 Apologies for Absence

Apologies received from Cllr Curley and Cllr Pape.

P2/11/24 Declarations of Interest

There were no declarations of interest.

P3/11/24 Actions from the Previous Minutes

- **Wall at Mill Hill steps**

The Clerk reported that the work to repair the stone wall on the steps at Mill Hill has been instructed and will begin before the end of the month.

- **Saturday Market**

Westmorland & Furness Council have a dedicated Market Officer, who is very positive and keen to help develop Appleby's Saturday market. Anyone wanting to try the market, will be offered a free trial. Cllr Smith has offered to do some research on other local markets to see what might work in Appleby. It was agreed to add the Saturday Market back to the agenda in early 2025.

- **Community Service Awards**

After being suggested by Cllr Smith at the previous Full Council meeting, the Clerk reported that the Council have previously had a similar scheme called 'Good Citizenship Award'.

It was agreed in principle that setting up a Community Service Awards initiative was a good idea, but that a more detailed conversation was required to agree the specifics of the scheme, including the nomination process.

It was **RECOMMENDED** to progress the idea of setting up a Community Service Award to be given out quarterly to individuals who have gone over and above in the community.

- **Street Cleaner**

The Clerk reported that Kirkby Stephen currently employ a street cleaner, with 50% of the costs being subsidised by W&F Council. Cllr Connell has made some enquiries with their Contracts Manager and this is a longstanding one-off historical arrangement and it is highly unlikely that Appleby Town Council would receive any similar funding.

P4/11/24 Planning Applications

Under Westmorland and Furness Council's consultation process, to consider the following Planning Applications, plus any late arrivals, to prepare, under delegated authority, a response from Council:

2024/1946/TCA No comments **Dalmore, Garth Heads Road, CA16 6UD** Various tree works *Applicant: Northern Arb Ltd*	2024/1979/TCA No comments **Crossways, Bongate, CA16 6UE** 2 no Copper beech trees – trim *Applicant: Mr Thomas Bousfield*
2024/1638/FPA No comments **The Armoury, Holme Street, CA16 6QU** Remodelling of interior and conversion of garage and former armoury to form two-bedroom ancillary annexe accommodation. *Applicant: Mr and Mrs S Lyon*	2024/1831/LBC No comments **49 Boroughgate, CA16 6XG** Listed Building Consent to paint the existing cement render on the gable elevation with silicate masonry paint in ivory-cream colour. *Applicant: Mrs Elizabeth Seymour*
2024/2019/FPA No comments **2 Margarets Way, CA16 6SA** Proposed side extension to dwelling and erection of replacement garage. *Applicant: Mr & Mrs J Bell*	

P5/11/24 Planning Decisions

Under Westmorland and Furness Council's consultation process, the following Planning Decisions were noted:

2024/1339/LBC Approved with Conditions **20-26 Chapel Street, CA16 6HW** Listed Building Consent for the replacement of existing render on the front elevation with lime mortar finished in white limewash. *Applicant: Mr Tom Warburton*	2024/1891/TPO TPO Approved **Douglas House, Bongate, CA16 6HW** Conservation area tree works. T1 Lime - remove due to size and proximity to property. Fungus infecting the basal area of T1. *Applicant: Nicol Landscapes Ltd*

P6/11/24 Doomgate FRMS

Installation of the new outfall pipe into the river is now complete and looks very tidy, as are the foundations for the new pumping station in Broad Close car park. The next stage of work is the installation of the five large shafts, which will require full closure of Broad Close car park. Although demolition of the old Edenside building was completed a week ago, unfortunately, there has been a hold up with the planning application for the temporary car park and work will not be able to start until this is determined.

P7/11/24 Recycling Centre

The Clerk reported that she had met with Appleby Primary School and W&F Contracts Officer recently and the Primary School have agreed to host more glass bins in their recycling centre. The plan is to remove the glass bins from the Heritage Centre, with glass recycling confined to the Primary School. It is hoped that this will remove a lot of the noise disturbance at the Heritage Centre. The Primary School have requested people do not use the recycling centre at school drop off and pick up times. Westmorland & Furness Council have agreed to increase the frequency of collections from the Primary School site, to ensure it does not become over-loaded. It is proposed that this will take place w/c 18th November.

It was agreed that this was a sensible compromise. The move of the glass bins will be promoted and signage at both sites will be arranged.

There have been issues with the clothing bins as they are frequently overflowing. W&F do not organise these collections, but will contact the relevant organisation to ask them to arrange more frequent collections.

P8/11/24 Retail Signage

The Clerk has spoken to the proprietor at 1 Bridge Street to pre-warn them that following numerous complaints about the vinyl banner erected on the building's balcony, that they will be receiving an Enforcement letter from W&F to ask them to remove it. The Tattoo parlour has also received a letter about the vinyl banner on the side of their building. Cumbrian Barbers were also asked by the Enforcement Team to remove their signage and will need to submit a planning application before they erect replacement signage.

Cllr Railton suggested that prevention is the answer, and people should know what they are allowed to do before they begin to order signage. The Clerk reported that condensed guidelines taken from W&F's larger planning document had been circulated to all empty premises, together with a covering letter from Appleby Town Council, advising them to get in touch with the Planning department before ordering/erecting new signage, so was unsure how the guidance could be made any clearer.

The Clerk suggested this message could be circulated via the town centre business owners WhatsApp group and through the Business Networking meetings.

P9/11/24 Chairman's Report

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

P10/11/24 Councillors' reports and items for future agendas

- Cllr Turnbull commented that she had received some negative feedback relating to the Crafty Women's Group summer trail. She thought that they should consider making their pieces more environmentally friendly, and that many of the shops in town hadn't been asked if they wanted to have figures outside their premises. It was agreed that perhaps more liaison should be had with the group to discuss some of the concerns raised. The Clerk informed members that the group do discuss what they intend to do with the TIC Manager. It was agreed that the Clerk would contact the group.

P11/11/24 Next Meeting

To note that the next meeting of the Planning and General Purposes Committee will be on **Monday 9th December 2024** at **6.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.33pm.

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 Connell