APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 13th January 2025 at 7.40pm

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

PR1/01/25 Apologies for Absence

Apologies received from Cllr Curley.

PR2/01/25 Declarations of Interest

Cllr Anderton declared a personal interest in Fair Hill, as her property borders the land.

PR3/01/25 Actions from the Previous Minutes

Actions from previous minutes are covered in the agenda items.

PR4/01/25 Chair's Report

The Chair reported that the leak on Fair Hill has been fixed, and there is no longer water running across the road. The trough needed levelling and the ball cock was replaced.

PR5/01/25 Public Hall Update

The Clerk reported that the electrical inspection is ongoing and an idea of the cost will be known the next time the electrician visits. There have been a few minor issues in the hall (blocked toilets, radiator issues) but these have been resolved as they have come up.

PR6/01/25 Moot Hall

The damage to the Moot Hall caused by the cherry picker putting up the Christmas lights has not been repaired as yet, as we are waiting for confirmation from Appleby Community Acting Together that their insurance company has approved their claim. Cllr Anderton reported that the insurance company weren't being very responsive but will continue to chase them up.

Cllr Anderton asked about registering the Moot Hall as a wedding venue and if plans had progressed to do this. The Clerk confirmed that some decorating issues still needed sorting before it could be applied for. The Public Hall also needs some internal repairs and decorating doing to the main hall, foyer and upstairs bar. Cllr Potts asked whether any additional administration that might be needed around hosting weddings has been discussed and the Clerk confirmed it had not. Although there have been no wedding receptions in the Public Hall recently, there have been a few large parties which have all gone well.

It was **RECOMMENDED** to Full Council to start the process for registering the Moot Hall as a wedding venue.

PR7/01/25 Fair Hill

The Clerk reported that it was agreed as an action at the Extraordinary Parish Meeting that the Council discuss the amount of rent being paid for the use of Fair Hill over Horse Fair. For 10 days use during the 2024 Horse Fair, the licensee paid £2,568 rent for the use of Fair Hill, with an additional cost for any metered water that was used. This had gone up from the year before in line with the Retail Price Index (RPI).

It was pointed out that the licensee is responsible for all other arrangements and costs for Fair Hill, including public liability insurance, 24 hour policing, private security and stewards, toilets and skips, as well as the daily clean ups and site clean-up after the Fair has ended and campers have left the site.

Cllr Potts pointed out that the tenant is charged a lot more than the annual tenant who has the field for 10 months. An independent assessment of the site as a campsite could only be made if it was being rented with facilities, i.e. a toilet and shower block, which it does not.

It was agreed that the annual rent for Fair Hill during Horse Fair was a reasonable and acceptable amount and to **RECOMMENDED** to Full Council to continue increasing the annual rent in line with RPI.

PR8/01/25 Councillors' reports and items for future agendas

There was no reports or items for future agendas.

PR9/01/25 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 10th February 2025** at **7.45pm**, or at the rising of the Finance Committee in the Moot Hall.

There being no further business, the meeting closed at 8.07pm.

At the Council Meeting held on **Wednesday 20th January 2025**, the Chair of this meeting was authorised by the Council to sign these minutes, to confirm they are a true and accurate record:

Cllr Anderton