APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Planning and General Purposes Committee Minutes

For the meeting held in the Moot Hall

Monday 10th March 2025 at 6.45pm

Present:

Cllr Curley (Chair)
Cllr Connell
Cllr Davidson
Cllr Hilsden
Cllr Railton
Cllr Turnbull

Also in attendance:

Cllr Anderton
Cllr Chalmers
Cllr Heap
Cllr Kemp
1 Member of the Public
Town Clerk and Clerk's Assistant

P1/03/25 Apologies for Absence

Apologies received from Cllr Pape.

P2/03/25 Declarations of Interest

There were no declarations of interest.

P3/03/25 Actions from the Previous Minutes

- **Butts Shelters**

The Clerk reported that the structural refurbishment of both shelters is now complete. One damaged glass panel is still to be replaced and painting is still ongoing. It was decided to leave the side panels open and not replace the glass that has been persistently vandalised in the past. We have received a number of compliments already.

- **Black & White Bollards**

Confirmation of funding from Westmorland & Furness Council has been confirmed. The contractor has started on the manufacture of bollards for the Sands. These are more complicated than the ones already installed, as they need to be removable in in the event of an emergency situation.

- **Royal Mail Post-box**

Royal Mail have confirmed that the post box situated at the Post Office building in town was sealed up because the postmaster who runs the Post Office refused to allow them to keep it at their premises and insisted that they remove it.

Royal Mail have confirmed that they have placed an order for a standalone post-box for the town centre and will update the Council when further details are known.

P4/03/25 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:

One member of the public was in attendance in relation to application 2025/0264/FPA, relating to the stallion structure. The resident expressed concern that some residents were fearful of reprisals if they made comments on the planning portal as their name and address were made public and some older residents did not have access to the internet or email.

The Chair stated that Appleby Council would be happy to receive comments directly, which would be anonymised. It was agreed that these could either be emailed directly to the Clerk or for anyone not having access to the internet and/or email, hardcopy comments forms would be available from the TIC.

The Chair had proposed that before Appleby Council submitted a response to Planning, a review of the comments submitted to Westmorland & Furness's planning portal would be collated to establish the viewpoints of the community. The Chair confirmed that all comments received, both those submitted to the planning portal or directly to Appleby Council would be taken into account.

The member of the public asked why Appleby Council hadn't carried out a consultation with the community before a letter of support had been sent. The Clerk said that a letter had been sent to support the sculpture in principle and the Chair explained that community consultation is part of the planning process and this was the opportunity for people to make their objections or support known.

The Chair commented that Planning would base their decision on legitimate planning issues such as environmental, health and safety and conservation concerns. It was agreed that there are two separate issues to be considered: one being the principle of accepting the gift and the other being the proposed location of the sculpture.

It was also noted that there were a lot of comments on the portal which had been submitted by non-Appleby residents and the Chair commented that Planning will take more note of local opinion, although this does not mean other comments will be ignored.

Action: It was agreed that the Clerk will do a poster to inform residents how they can comment on the planning application, including doing so directly to Appleby Council and via a comments form, which residents could pick up from the TIC.

The member of the public left the meeting.

Action: As the sculpture is one of 12, it was agreed to find out where these were being installed.

2025/0264/FPA A reply will be deferred until all comments have been received from residents and reviewed by Council. **Land adjacent River Eden, CA16 6QH** Installation of a gypsy stallion structure. *Applicant: Drive 2 Survive CIC*	2025/0108/LBC No objection, but comments **7 Chapel Street, CA16 6QR** Installation of 12 solar panels on the front elevation of the property's roof. *Applicant: Mr Warren Cross* This is a retrospective application, as the solar panels are already installed. The Council notes that this is the only property on Chapel Street with solar panels on the front elevation.
2025/0291/HOU No comments or objections **62 Boroughgate, CA16 6XG** Siting of a shepherd's hut. *Applicant: Mr David McKenna*	2025/0303/HOU No comments or objections **10 Goldington Drive, CA16 6FE** Proposed two storey rear extension. *Applicant: P Cowper*
21/1029 – No objection but comments **Land at Station Road, Appleby** Reserved Matters application for appearance, landscaping, layout and scale, attached to outline approval 20/0312 *Applicant: Barratt Homes* The Council are pleased to note these reserved matters applications, especially relating to Highway considerations.	2025/0351/DISC No comments or objections **Broad Close Car Park, Chapel Street, CA16 6QR** Discharge of condition 3 (Roof materials) attached to planning permission 21/0869 *Applicant: Environment Agency*

P5/03/25 Planning Decisions

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

20/0330 Approved with Conditions **13 Appleby Business Park, Drawbriggs Lane, CA16 6HX** Retrospective application for the erection of a testing rig. *Applicant: Barnon Ltd – Mr A Barr*	2024/1653/FPA Approved with Conditions **Sands Methodist Church, CA16 6XR** Replacement of 10no softwood single glazed windows with uPVC white double-glazed units. *Applicant: Sands Methodist Church*
2024/1378/FPA Approved with Conditions **Appleby Grammar School, Battlebarrow, CA16 6XU** Proposed construction of a new standalone three storey school building, refurbishment and connection of the original 1887 school building and 1927 science building with a new linked walkway and demolition of the remaining existing buildings and associated access. *Applicant: Morgan Sindall and the DfE*	2024/1379/LBC Approved with Conditions **Appleby Grammar School, Battlebarrow, CA16 6XU** Listed Building Consent for refurbishment and connection of the original 1887 school building and 1927 science building with a new linked walkway, demolition of the remaining existing buildings on site and associated alterations and works. *Applicant: Morgan Sindall and the DfE*
2025/0192/DISC Discharge of Conditions **St Annes Hospital, Boroughgate, CA16 6XQ** Discharge of condition 5 (sample materials), attached to Listed Building. *Applicant: Mr Guy Heelis, Chairman and c/o Trustees of St Annes Almshouses*	2025/0172/DISC Discharge of Conditions **St Annes Hospital, Boroughgate, CA16 6XQ** Discharge of condition 5 (sample materials), attached to approval. *Applicant: Mr Guy Heelis, Chairman and c/o Trustees of St Annes Almshouses*

P6/03/25 Adoption of Roads - Orchard Park (Story Homes)

It was noted that Westmorland & Furness Council have adopted the carriageways, footways, gullies, street lighting and land for Goldington Drive, Goldfinch Gardens, Rookery Lane, Heron Grove and Sycamore Close.

P7/03/25 Chair's Report

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

P8/03/25 Drawbriggs Lane

Emails have been received from residents regarding some highway issues on Drawbriggs Lane and Bongate. The Chair proposed that this be deferred for discussion at the April Planning Committee meeting once some details had been clarified with the residents.

Action: The Clerk will contact the residents to clarify a few points.

P9/03/25 Council Policies

The Clerk explained that none of these policies had changed from when they were last accepted by Council, as they are usually only updated when there is a change in recommendations or legislation, but they need to be formally accepted every two years.

- Equality and Diversity Policy
- Volunteer Policy
- Community Engagement Policy
- Health and Safety Policy

- Media Policy
- Fire Safety Policy
- Complaints Procedure
- Freedom of Information Policy
- Model Publication Scheme and Policy
- Data Protection Policy
- Document Retention Policy
- Privacy Policy

It was **RECOMMENDED** to Full Council to accept the above policies.

P10/03/25 Councillors' reports and items for future agendas

- P8/03/25 in relation to Drawbriggs Lane and Bongate.

P11/03/25 Next Meeting

To note that the next meeting of the Planning and General Purposes Committee will be on **Monday 14th April 2025** at **6.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.31pm.

At the Council Meeting held on **Wednesday 19th March 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 Curley