APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 14th April 2025 at 7.25pm

Present:

Cllr Rooke (Chair)
Cllr Connell
Cllr Curley
Cllr Davidson
Cllr Kemp

Also in attendance:

Cllr Heap
Cllr Railton
Town Clerk and Clerk's Assistant

PR1/04/25 Apologies for Absence

Apologies received from Cllr Anderton.

PR2/04/25 Declarations of Interest

There were no declarations of interest.

PR3/04/25 Actions from the Previous Minutes

- **Registering of Council Properties**

The solicitors have submitted all the paperwork to the Land Registry to register three properties and the Clerk is preparing the documentation required for the three remaining properties.

- **Application to register the Council Chamber for marriages**

The inspection of the Chamber went well and we are waiting to hear back from the Registrar's office. The Clerk will chase them, if not received by the end of the week.

PR4/04/25 Chair's Report

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

PR5/04/25 Public Hall Update

The new garage door has been fitted, which has made the garage storage a lot more secure and weatherproof. The garage has been mostly cleared out, but there is still a little more to do.

The electrician has been asked to cost up the works identified by the recent electrical inspection (approx. 90 faults). This work will also be advertised locally.

Now the roof work has been completed, some internal works and decorating can be done, starting with the supper room, upstairs foyer and upstairs bar ceiling, which has partially collapsed. The Clerk would also like to do a suggestion form, to collect feedback from users of the hall, as to what they think could improve the facilities. The form will be given out at the Town Meeting.

PR6/04/25 Moot Hall Update

Following complaints and a couple of incidents relating to the paved exterior entrance to the TIC, work will start next week to remove the two tiers of stones sets and replace them with paving slabs. The slabs will be gently sloped up from the pavement, eliminating the need for two tiers, which is a

trip hazard. A small handrail will also be installed to the left of the disabled toilet, as some people step straight into the road, not realising cars sometimes travel quickly down the side street.

An officer has been out to inspect the site and the plans have been approved by Highways, who also provided advice on gradient and handrail regulations. Planning permission is not required as we are only carrying out repairs to the existing footprint.

ACAT have agreed they will cover the cost of the repairs to the gable end wall caused when putting up the Christmas lights up, as discussions with their insurance company became complicated. The contractor has been instructed to carry out the work and it is hoped this will be scheduled in over the next month.

PR7/04/25 Fair Hill Licence

It was agreed to grant the licence for the use of Fair Hill as a campsite during the week of the Horse Fair to Mr Welch. The licence fee will be increased in line with RPI, as agreed by the Council in January. The licence will be issued to a new limited company, with Mr Welch as its representative.

PR8/04/25 Councillors' reports and items for future agendas

There were no reports or items for future agendas.

PR9/04/25 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 19th May 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 7.42pm.

At the Council Meeting held on **Wednesday 23rd April 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 Rooke