APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 23rd April 2025 at 6.45pm

Councillors Present:		**Also in attendance:**
Cllr Davidson (Chair)	Cllr Hilsden	David Johnson, Mace Bearer
Cllr Anderton	Cllr Kemp	Andrew Burrell, Mayor's Chaplain
Cllr Connell	Cllr Railton	Town Clerk and Clerk's Assistant
Cllr Curley	Cllr Rooke	
Cllr Heap	Cllr Turnbull	

Rev. Andrew Burrell opened the meeting with a prayer and left.

C1/04/25 Apologies for Absence

Apologies received from Cllr Pape and Cllr Potts.

C2/04/25 Declarations of Interest

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

C3/04/25 Public Participation

There were no members of the public in attendance.

C4/04/25 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 19th February 2025** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved unanimously.

- **Planning and General Purposes Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the **Planning & General Purposes** Committee held on **Monday 14th March 2025** as a true and accurate record and the Council to approve any recommendations. All recommendations were approved unanimously:

- To instruct the contractor to proceed with the manufacture of 110 concrete bollards.

- **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 April 2025** as a true and accurate record. All recommendations were approved unanimously:

- To accept the Management Accounts for March 2025.
- To agree that the Banking Arrangements and Account Signatories remain the same.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 14th April 2025** as a true and accurate record.

C5/04/25 Unitary Authority Reports

Cllr Connell's report was received and noted.

Colby Lane will be closed for up to three days from Monday 29th April for essential repairs. Signs have been erected along the road to inform residents and we will also publicise it on the Council's Facebook page.

Royal Mail have confirmed a stand-alone post box will be installed by the Moot Hall bus stop.

The 563 bus service has been well supported, and Cllr Connell thanked the Tourist Information Centre for playing a vital role in publicising the new timetables.

The Pre-Fair meeting will take place on Wednesday 14th May from 5-8pm. It will have a different format to previous years and will be a drop-in event with the various MASCG partners hosting tables in the Public Hall, giving members of the public the opportunity to circulate between them. At 5.20pm, the Chair of MASCG, Steph Cordon, and the Police Gold Commander, Dan St Quintin, will give opening presentations, before the discussion tables open at 5.40pm.

As everyone is aware, the planning application for the horse sculpture was refused by Planning, at the recommendation of the Conservation Officer, but an alternative site may be investigated.

C6/04/25 Police Newsletter

There was no Police Newsletter received.

C7/04/25 Mayor's Report

Cllr Davidson highlighted the timeline for VE 80 Day, on Thursday 8th May *(outlined in item C8).* The TIC will distribute posters around the shops in Appleby and it will be well publicised on social media.

Cllr Davidson reminded Councillors to RSVP to the Annual Council Meeting and Mayor's Luncheon, taking place on Wednesday 7th May.

C8/04/25 Clerk's Report

- **Black and White Bollards**

The bollard installation on the Sands is now complete and the contractor will start to manufacture the 100 bollards for Scattergate. The Clerk confirmed that the budget for the installation of the bollards on Scattergate is in place, but this will be discussed in detail at May's Finance committee meeting.

- **Moot Hall entrance**

Work has started on the new entrance to the Moot Hall/TIC, which will be much more accessible and remove the previous trip hazards. It is hoped this will be completed next week.

- **Registration of Council Chamber for marriages**

It was confirmed the license for marriages in the Council Chamber has been approved, and we will begin to promote this, once preparations for the year end are complete.

- **Cumbria Constabulary Neighbourhood Policing Pledge**

Cumbria Police have advised that they do not have the resources to attend regular Parish Council meetings. Instead, as part of the new Neighbourhood Policing Pledge, there will be two Neighbourhood Policing Team meetings a year. The Town Clerk will attend the meetings with Cllr Rooke, given his previous experience on the police force.

- **Year End Accounts**

Work on the year end accounts is almost complete, ready to send to the accountants.

- **VE 80 Day – Thursday 8th May**

Plans have come together to commemorate the 80th anniversary of VE Day, starting with the raising of the flag and reading of the proclamation at 9am and ending with the lighting of the beacon on Fair

Hill at 9.30pm. The Council will be serving tea and cupcakes in the TIC from 10am to 1pm and Scottish piper will be playing at midday at the Moot Hall.

- **Annual Parish Meeting**

The format of the Annual Parish meeting will be the same as last year, as it was well received. Following a brief Council update, 20 community groups/organisations will give brief updates about their activities and achievements over the past year. We will also be handing out the Community Achievement Awards on the evening.

Cllr Davidson asked for an update on the Flood Risk Management Scheme. The Clerk reported that the last update from the contractors was that the project is on schedule. The site will be closed the week prior to the Fair and boulders will be installed at Edenside car park to prevent entry. Highways have agreed that boulders can be installed on the parking bays by Holme Farm bridge, to prevent last year's issues with overnight camping. A barrier will be installed on the Leisure Centre car park again this year to restrict parking to residents only (passes and the padlock code will be given out).

C9/04/25 Risk Assessment and Health and Safety Risk Assessment

It was **RESOLVED** to accept the Council's Risk Assessment and Health and Safety Risk Assessment, both of which had been updated from previous and circulated to Councillors prior to the meeting.

C9/04/25 Outside Body Reports

There were no outside body reports.

C10/04/25 Schedule of Payments & Bank Transfers – March 2025

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **March 2025**, totalling £26,572.76. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C11/04/25 Councillors' reports and items for future agendas

- Cllr Connell commented he had attended a football match at King George V playing field and the referee had called the match off due to the pitch being too hard. Cllr Heap mentioned she had been speaking to the Chairman of the club, and they are hoping to reseed the pitch.
- Cllr Anderton requested a meeting be held to discuss the logistics of having marriage ceremonies in the Chamber and what needs to be done beforehand.
- Cllr Turnbull asked for a discussion to be had about the state of Bridge Street, as some buildings were looking derelict and letting the street and town down.

C12/04/25 Next Meeting

To note that the next Ordinary Meeting of the Council will be on **Wednesday 28th May 2025** at **6.45pm** in the Moot Hall.

To note that the Annual Parish Meeting will be on **Wednesday 30th April 2025** at **7pm** in the Public Hall, with a buffet and refreshments served from **6.15pm**

To note that the Annual Meeting of the Council will be on **Wednesday 7th May 2025** at **12 noon** in the Moot Hall, followed by the Mayor's luncheon at the Public Hall.

To note that the Civic Service of the Council will be on **Sunday 18th May 2025** at **10.15am** meeting at the Moot Hall, ready for a 10.30am service in St Lawrence's Church.

There being no further business, the meeting closed at 7.22pm.

At the Council Meeting held on **Wednesday 28th May 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 Davidson