APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 28th May 2025 at 6.45pm

Councillors Present:

Cllr Davidson
Cllr Anderton
Cllr Chalmers
Cllr Connell
Cllr Curley
Cllr Heap
Cllr Hilsden
Cllr Kemp
Cllr Potts
Cllr Railton
Cllr Turnbull

Also in attendance:

David Johnson
Charlie Smith (Co-opted onto Council)
Town Clerk and Clerk's Assistant

C1/05/25 Apologies for Absence

Apologies received from Cllr Pape and Cllr Rooke.

C2/05/25 Declarations of Interest

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

C3/05/25 Public Participation

There were no members of the public in attendance.

The Clerk reported that she had received an email from a sixth form student from Leeds who is filming a documentary about the Horse Fair as part of one of his courses. The focus of his documentary will be to talk to local residents and businesses on camera to get their experiences and opinions about the fair and what impact it has on them. He would also be posting it on his social media channels.

He has already phoned a few councillors to ask for their input.

In principle, it was agreed to support the student with his project, but before doing so, the Clerk will contact him to ask if he could forward the contact details of his school tutor, to verify that the project was part of his course work.

C4/05/25 Co-option to Appleby Ward

Charlie Smith introduced himself and expressed his wish to re-join Appleby Town Council. Ill health had previously prevented him from fulfilling his role as a Councillor, but he now feels more able to get involved and continue what he started.

Cllr Chalmers proposed the co-option of Charlie Smith, commenting that he felt he had a lot to offer the Council. Cllr Connell seconded the co-option.

Cllr Smith read out the Declaration of Acceptance of Office before Council members and signed it in the presence of the Town Clerk. Cllr Davidson welcomed Cllr Smith onto Appleby Town Council, and he took his seat on the Appleby Ward.

C5/05/25 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 23rd April 2025** as a true and accurate record.

- **Annual Meeting of the Council**

It was **RESOLVED** to authorise the Chair of the meeting to sign the minutes of the **Annual Meeting of the Council** held on **Wednesday 7th May 2025** as a true and accurate record.

- **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 19th May 2025** as a true and accurate record.

- **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 19th May 2025** as a true and accurate record and to accept all recommendations as follows:

- To proceed with the installation of the bollards at Scattergate, with the shortfall to be met from the Council's Building Repairs budget.
- To accept the Management Accounts for April 2025.
- To accept the Year End Accounts for 2024-25.
- To accept the Internal Auditors report.
- To accept the Financial Regulations for 2025-26.
- To appoint Sue Gilbertson as the Responsible Financial Officer for 2025-26.
- To accept the Direct Debits and Regular Payments schedule for 2025-26.
- To pay the CALC/NALC subscription for 2025-26.
- To appoint Jean Airey as the Internal Auditor for 2025-26.
- To appoint Dodd & Co as the year end Accountants for 2025-26.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 19th May 2025** as a true and accurate record.

C6/05/25 Section 1 - Annual Governance & Accountability Return 2024-25

The Annual Governance & Accountability Return 2024-25– Section 1 was accepted and signed by the Chair of the Council, Cllr Davidson.

C7/05/25 Section 2 - Annual Governance & Accountability Return 2024-25

The Annual Governance & Accountability Return 2024-25– Section 2 was accepted and signed by the Chair of the Council, Cllr Davidson.

C8/05/25 Committee and Working Party Membership

The Committee and Working Party Membership were accepted with no changes.

C9/05/25 Meeting Dates 2026

The Meeting Dates for 2026 were accepted.

C10/05/25 Outside Bodies

Cllr Turnbull advised that a Friends of St Lawrence's Church group has recently been set up, which she is a member of. It was agreed to add this to the Outside Bodies Membership with Cllr Turnbull as the Council representative.

The Clerk advised that there had been no Council representative for the Town Band for some time. Historically, the Council has had a member on their committee, as it stipulated this in their Constitution. Cllr Connell agreed to be the representative.

The Outside Bodies Membership was accepted.

C11/05/25 Unitary Authority Reports

Cllr Connell's report was received and accepted.

Royal Mail have installed a post box by the Moot Hall and it's just missing a collection sign to finish it off.

As the Council is aware, Highways have a proposal to install double yellow lines at a number of junctions in Appleby and invited public comment. There was a limited response, but this will be discussed once a report is received.

Westmorland and Furness officers have advised that the agencies that make up MASCG felt the new format for the pre-Fair meeting was effective and the plan is to replicate it at the post-Fair meeting. Tim Farron, MP for Westmorland and Lonsdale will be in Appleby tomorrow afternoon for a briefing on preparations for the Fair.

Stagecoach have confirmed that the early morning 563 return service will run throughout the Fair (6.04am from Appleby to Kirkby Stephen and 7.47am from Appleby to Penrith), but no other buses will be coming through Appleby from Thursday 5th to Monday 9th. The Wednesday 561 service to Kendal will run as normal.

Cllr Connell reported he has been working on getting the fence on the Holme Farm wood path fixed, and agreed to coordinate efforts with the Clerk, as she had also been trying to get this fixed.

Cllr Potts commented that he had received feedback from a number of residents that the new format for the Pre-Fair meeting had been successful.

C12/05/25 Police Newsletter

The police newsletter was received and noted.

Cllr Anderton reported that she has spotted a number of visiting children speeding around dangerously on electric scooters. The Clerk will report this to the police at the next MASCG meeting.

C13/05/25 Mayor's Report

Cllr Davidson thanked all Councillors for the excellent turnout for the various events that have taken place over the past month - Mayor Making, the Town Meeting, VE80 Day and the Civic Service. VE80 Day had been a big success and received good media coverage on Border TV.

C14/05/25 Clerk's Report

The Licence for Fair Hill has been signed.

The outside gate of Fair Hill car park was locked on Friday 23rd and will remain closed until after the Fair. The Licensee has fitted new fixtures to the 6 top taps and has mowed the fields this week.

Cllr Potts has placed large boulders at Jubilee to block off the car park and stop overnight camping.

As a trial for this year, half the library car park has been barriered off, so sulkies and horses have somewhere to park up and ropes have been put up to tether the horses. This will hopefully relieve issues with sulkies and horses blocking roads and pavements and parking outside the Cloisters. Pigneys very kindly moved the big wooden planter and highways are going to remove one of the heavy cast iron bollards so there's a big enough gap for the sulkies to get through. Four portaloos will be sited at the front of the library building as additional toilets in town.

On Monday 2nd June, Volkerstevin will close off Edenside car park with boulders and the barrier at the Leisure Centre will be closed. Flyers have been delivered to all the houses and businesses on Chapel

Street, Holme Street and Doomgate to explain about the car parking arrangements and that they can collect a parking permit from the Moot Hall to enable them to park in the Leisure Centre from Monday.

Despite rumours circulating in town, Westmorland and Furness have confirmed that parking attendants will be in the town centre during the Fair.

It has been confirmed that the Travelling Man bar will be going ahead, but with 2 bars, instead of the 4 bars they had last year. It was understood that Wannasee who had ran the bar the previous two years has recently gone into liquidation and it was agreed that the Clerk would check this at the next MASCG meeting.

Harness racing over the Bank Holiday weekend caused no major issues in Appleby.

The River Eden has been swept and deemed safe. The river ramp was installed last week, but inadvertently not closed off properly. This has been rectified and the ramp will only open when the RSPCA give the go ahead.

There were reports of sulkies racing up and down Colby Lane on Tuesday evening, so the police have been monitoring this.

C15/05/25 Outside Body Reports

Cllr Anderton reported that ACAT are having a big breakfast on Sunday 1st June from 9.30am in the Supper Room.

C16/05/25 Schedule of Payments & Bank Transfers – April 2025

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **April 2025**, totalling £37,580.49. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C17/05/25 Councillors' reports and items for future agendas

- Cllr Heap reported the Dog Issues Working Party are planning a dog show in partnership with Eden Animal Rescue for late June. It will be advertised after the Horse Fair.
- Cllr Potts apologised for not being as regular at Council Meetings as he would have wanted to be, but his work commitments have been extremely heavy and he's often working away. Cllr Davidson thanked him for the efforts he does make to be in attendance when he can.

C18/05/25 Next Meeting

To note that the Ordinary Meeting of the Council will be on **Wednesday 25th June 2025** at **7.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.43pm.

At the Council Meeting held on **Wednesday 25th June 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