APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Planning and General Purposes Committee Minutes

For the meeting held in the Moot Hall

Monday 16th June 2025 at 6.45pm

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

P1/06/25 Apologies for Absence

Apologies received from Cllr Pape.

P2/06/25 Declarations of Interest

Cllr Anderton declared a personal interest in Fair Hill, as her property borders the land. She also declared an interest in Appleby Grammar School as she is a governor.

Cllr Connell declared an interest in Appleby Grammar School as he is a governor.

Cllr Railton declared an interest in planning application 2025/0951/LBC, Red House Cottage, as his company Eden Heritage provided the Heritage Statement for the application.

P3/06/25 Actions from the Previous Minutes

- **Appleby Town Centre Signs**

A number of signs have gone missing on the Long Marton Road. These have been reported to Highways and replacement signs will be installed. The two 'Welcome to Appleby' signs on the stone cairn as you come into Appleby from the A66 westbound have been damaged. Highways have agreed to replace the signs and will draw up a Memorandum of Indemnity with Appleby Town Council.

- **Christmas Lights**

The Clerk had met with Appleby Community Acting Together regarding ownership of the Christmas Lights and a proposal has been agreed in principle. The lights would be covered under the Council's current insurance policy, as would the volunteers, providing procedures and risk assessments were drawn up and followed. All other responsibilities, e.g. fundraising, organising activities and volunteers, would remain with ACAT.

It was **agreed** that Appleby Town Council would take over the ownership of the Christmas Lights.

- **Appleby Magna Carta**

Lancaster University has organised a lecture on Friday 27th June in Appleby Public Hall about the discovery of Appleby's Magna Carta. The two professors who made the discovery will be giving a talk about the document's history and how it ended up at Havard. The Clerk reported that it was hoped to include an exhibition about the Magna Carta over September's Heritage Open Weekend.

P4/06/25 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:

2025/0743/S106 No Comment **Westmorland Road, CA16 6SD** Modification of S106 agreement to amend the allocation of the affordable housing units to deliver the affordable housing earlier, attached to approval 22/0507. *Applicant: Home Group Ltd*	2025/1015/DISC No Comment **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by condition 5 (Construction Environment Management Plan (CEMP)), attached to Listed Building Consent 2024/1379/LBC. *Applicant: Morgan Sindall and The DfE*
2025/0944/FPA See comments below **Land off Roman Road, CA16 6XU** Installation of a gypsy stallion sculpture *Applicant: Drive 2 Survive CIC* *It was agreed to support the application in principle, as many residents had suggested this as an alternative site for the sculpture but ask that Highways are consulted regarding the proximity of the sculpture to the highways and concerns that people may pull up in vehicles to look at it.*	2025/0622/HOU No Comment **Bongate Hall West, CA16 6HW** Erection of a timber garden shed. *Applicant: Mr Peter Kirwan*
2025/0951/LBC No Comment **Red House Cottage, High Wiend, CA16 6RD** Listed Building Consent for the removal of existing sandstone wall, extension of parking area and associated works. *Applicant: F S Potts & Sons*	2025/1111/TCA No Comment **52 Boroughgate, CA16 6XG** S211 notification for the removal of 1no Prunus tree in the rear garden. *Applicant: Mrs Charlotte Ratcliffe*

P5/06/25 Planning Decisions

Under Westmorland and Furness Council's consultation process, to consider the following Planning Decisions:

2025/0666/DISC Discharge of Conditions **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by condition 4 (external surface materials), attached to Listed Building Consent 2024/1379/LBC. *Applicant: Morgan Sindall and the DfE*	2025/0700/DISC Discharge of Conditions **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by conditions 5 (external surface materials), 16 (lighting) and 19 (noise and vibration), attached to approval 2024/1378/FPA. *Applicant: Morgan Sindall and the DfE*
2025/0864/DISC Discharge of Conditions **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by conditions 6 (Construction Environment Management Plan (CEMP)) and 10 (surface	2025/0770/DISC Discharge of Conditions **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by condition 15 (temporary compound area), attached to approval 2024/1378/FPA. *Applicant: Morgan Sindall and the DfE*

water construction management plan), attached to approval 2024/1378/FPA. *Applicant: Morgan Sindall and the DfE*	
2025/0649/HOU Approved with Conditions **5 Glebe Road, CA16 6RT** Removal of front porch and erection of front extension, replacement of rear conservatory with an extension and additional parking. *Applicant: Mr and Mrs D Murphy*	2025/0834/DISC Discharge of Conditions **Cemetery Chapel, Bongate, CA16 6HR** Application for the approval of details reserved by condition 3 (window and door details), attached to approval 20/0979. *Applicant: Mr Craig Sowerby*
2025/0622/HOU Approved with Conditions **Bongate Hall West, CA16 6HW** Erection of a timber garden shed. *Applicant: Mr Peter Kirwan*	2025/0575/HOU Approved with conditions **Castle View, Mill Hill, CA16 6UR** Proposed single storey lean-to side extension and conversion of garage to form additional bedroom accommodation. *Applicant: Mr P Holmes*

P6/06/25 Chair's Report

There was no chairs report in respect of this meeting.

P7/06/25 Double Yellow Lines

Letters were dropped off to residents in the affected areas to explain about the proposal to install double-yellow lines at various road junctions in three areas in town:

Garth Heads Road, Clifford Street, Bellevue Road and Pembroke Street to alleviate problems with refuse wagons not being able to access to the streets. Four comments were received against the proposals due to already limited parking. Recommendations were also made that Garth Heads Road should be made one way. This would need to be looked at through a Traffic Regulation Order review.

It was **agreed** to respond to Highways with agreement to go ahead with the installation of double yellow lines, as well as a consultation for Garth Heads Road to be made one way.

No comments had been received for the installation of the double yellow lines at the bottom of Station Road, so this proposal will go ahead.

There were concerns that installing double yellow lines at Mill Hill junction would cause displacement of vehicles resulting in a greater road safety concern. Further consultation through a TRO will be carried out.

P8/06/25 Eden Local Area Plan

Westmorland and Furness Council have started to gather evidence on a new Local Plan, which when adopted will replace the existing district-wide Local Plans adopted by the former Barrow, Eden and South Lakeland Councils. Following a public call for sites in 2024, 13 potential sites in Appleby have been submitted for future development (this includes the Barratt and Story Homes developments currently in the pipeline). The submission of a site does not mean that the site will be allocated, and these will be formally assessed via a Strategic Housing and Economic Land Availability Assessment (SHELAA), which will consider whether each of the submitted sites could be considered suitable, available and achievable for residential or economic/employment development.

P8/06/25 Appleby Horse Fair

The boulders installed at Edenside car park and the Holme Street parking bays worked well and greatly reduced the issues the residents on Holme Street and Court encountered last year.

The Leisure Centre car park barrier had not been as successful as last year due to a Chapel Street resident giving travellers the code to the barrier, enabling them to camp overnight. The code had to be changed on Saturday and telephone calls were made and new flyers were delivered to all residents and businesses who had obtained a permit.

The Library car park was partially closed off on Sunday to be used as a tethering area for horses and sulkies, to stop them blocking pavements and roads in the town centre. On Monday it was decided to close off the whole car park as some local residents had decided they would continue to park there, which was causing safety concerns. This remained in place until Thursday morning. It was well policed and made a big difference to the town centre. A decision was also made on Monday to close Bridge Street to horses when the Sands got too busy and only allow horses and sulkies through in small numbers.

Jubilee Ford had to be closed on Friday as river levels had risen, and two vehicles had got stuck.

As a result of a site inspection by structural engineers to Holme Farm bridge, following safety concerns, it was decided to close the bridge, so all access to Holme Farm parking was via the top entrance by the Grammar School.

There was an illegal encampment on the Barratt Homes fields at the top of Station Road for a second year running. A local resident who currently has a temporary grazing licence for the fields opened them up to visitors, for both overnight camping and parking. This was unbeknown to Barratt Homes. Although he assured the police and environmental health officer, that they would move on once the licensed campsites opened on Thursday morning, this didn't happen. A Temporary Stop Notice was issued to both the local resident and Barratt Homes.

A post fair clean-up check of Fairhill was conducted on Wednesday afternoon and the Clerk confirmed that it had been left very clean. The Licensee had also carried out repairs to the top taps and bottom water trough, which had been leaking.

The toilets in the Market Arcade once again struggled with the amount of usage and had to be closed twice and unblocked once. The underground drains simply can't cope with the high usage.

The Town clean-up was very successful and started from Monday 2nd. Most areas, including verges and fields, were cleaned up by Wednesday 10th.

The Post-Fair meeting is being held on Monday 23rd June in the Public Hall and will be in the same drop-in format as the Pre-Fair meeting.

P7/06/25 Councillors' reports and items for future agendas

- Cllr Hilsden commented there is only one brown tourism sign on the eastbound carriageway of the A66 that promotes Appleby, and it should be considered where more can be installed. It was agreed the Clerk would make an enquiry with National Highways and it would be added to the next agenda.
- Cllr Heap reported the dog show is taking place on Saturday 28th June in conjunction with Eden Animal Rescue and asked if any Councillors could promote it, that would be appreciated.

P8/06/25 Next Meeting

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

There being no further business, the meeting closed at 7.53pm.

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 Connell