APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Public Hall

Monday 14th July 2025 at 7.40pm

Present:

Cllr Anderton (Chair)
Cllr Connell
Cllr Davidson
Cllr Kemp

Also in attendance:

Cllr Chalmers
Cllr Heap
Cllr Hilsden
Cllr Railton
Cllr Smith
Town Clerk and Clerk's Assistant

PR1/07/25 Apologies for Absence

Apologies received from Cllr Curley and Cllr Rooke.

PR2/07/25 Declarations of Interest

There were no declarations of interest to report.

PR3/07/25 Actions from the Previous Minutes

- **Public Hall Refurbishment Plans**

An estimate is pending for repair works identified for the Public Hall, including the replacement of the ceiling in the supper room foyer and bar. Once this work is done, internal redecoration and replacement of the flooring in these areas can then be carried out.

Works identified under the EICR are still pending, as the electrician's original plan for carrying out some of the work is not going to work out.

- **Repairs to north elevation of Moot Hall**

The repairs are still ongoing and will be finished in a couple of weeks.

Cllr Chalmers commented the external walls are looking in a bad state of disrepair and suggested that a budget should be allocated for this work.

PR4/07/25 Chair's Report

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

PR5/07/25 Renewal of Leases for Council properties

- **West Cloisters (Appleby Business Services)**

A new two year lease has been agreed with the tenant.

- **East Cloisters (Cupboard Under the Stairs)**

It was agreed to offer the existing tenant a new two year lease under the same terms.

PR6/07/25 Update on other Council properties

- **Registration of Council owned property with Land Registry**

No update from the Land Registry as yet.

- **Dowpitts Wood**

The tree surgeon is due to be visiting the woods later this month to conduct a survey for ash dieback. The Clerk is going to chase up the contractor regarding carrying out improvements to the paths and steps.

- **Fair Hill**

There has been an ongoing issue with leaking water at the bottom troughs of Fair Hill for some time, and although previous efforts have been made to fix the issue, they were unsuccessful. United Utilities have visited the site today and have hopefully resolved the issue, which was a rotten galvanized pipe. A stop tap still needs installing so if a leak occurs again, the water can be switched off. The Clerk will chase up United Utilities regarding this.

PR7/07/25 Councillors' reports and items for future agendas

- Cllr Davidson asked about weddings in the Council Chamber and if any progress has been made. The Clerk reported that the publicity material needed to be in place before we can start advertising it as a venue, but this will be done in the next couple of weeks.
- Cllr Railton passed on thanks from Sophie at Lancaster University, who had organised the Magna Carta event, both to the Clerk's Office and to the people of Appleby, who had made it such a successful event. Cllr Connell added that a request has been made to Harvard for a copy of the original to display in Appleby, and it is hoped this will be here in time for Heritage Open Weekend.

PR8/07/25 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 8th September 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 8.01pm.

At the Council Meeting held on **Wednesday 23rd July 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