APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 17th September 2025 at 6.45pm

Councillors Present:

Cllr Davidson (Chair)
Cllr Anderton
Cllr Hilsden
Cllr Kemp (*arr 7.24pm*)
Cllr Railton
Cllr Rooke
Cllr Smith

Also in attendance:

Town Clerk and Clerk's Assistant

C1/09/25 Apologies for Absence

Apologies received from Cllr Chalmers, Cllr Connell, Cllr Curley, Cllr Heap, Cllr Pape, Cllr Potts and Cllr Turnbull.

C2/09/25 Declarations of Interest

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

C3/09/25 Public Participation

At July's meeting, a request was raised by a local business owner and resident to ask if the Council could help to get some issues of concern sorted, namely:

- The state of properties in the town centre, particularly some on Bridge Street and High Wiend are very unattractive and put our town to shame.
- Contact details for the empty shops in town, to get in touch with them to ask them to smarten them up.
- Lack of pride in the town centre by some businesses - could we have a 'Be Proud of your Town' day - to encourage businesses and residents to spend some time making properties smarter.
- Employing a part time gardener/handy person to help make the town look its best.

Cllr Hilsden commented that Westmorland & Furness Council have employed a member of staff who specialises in empty properties, and he would pass the contact details on. Cllr Railton also mentioned new legislation where Westmorland & Furness Council will have the power to auction off shop rental properties that have been empty for over a year. He commented that by entering the Cumbria in Bloom Community Award in 2026, it might encourage people to tidy up their properties and have more pride in the town.

The Clerk said a job description for a part time town cleaner has been circulated to the Staffing Committee for comments. Cllr Smith highlighted the importance of getting the community involved, and once the town is cleaned up it can be marketed as a good place to start a business.

Action: It was agreed that the Clerk would do a conditions audit of town centre premises, so the Council could consider this in more detail.

C4/09/25 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 July 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 8th September 2025** as a true and accurate record. All recommendations were approved unanimously as follows:

- Accept the following policies:
  - Safeguarding Policy
  - Electronic Communications Policy
  - Social Media for Councillors Policy

- **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 8th September 2025** as a true and accurate record. All recommendations were approved unanimously as follows:

- To accept the Management Accounts for July and August 2025.
- To agree the grant application received from Appleby Edibles. The Ingram Dawson Trustees confirmed £500 had been agreed.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 8th September 2025** as a true and accurate record.

C5/09/25 Unitary Authority Reports

Cllr Connell's report was received and noted. Cllr Anderton expressed concern about changes to some medical services being removed from Appleby Medical Practice. Following any hospital treatment, taking blood samples and checking wound dressings will have to be booked at Penrith Hospital, which isn't suitable for an aging population with limited public transport.

Action: It was agreed that the Council would make representations to support local residents.

C6/09/25 Police Newsletter – July & August

The Police Newsletter was received and noted. The Clerk reported a new PCSO has been assigned to the Appleby area to work alongside PCSO Ballantyne.

C7/09/25 Mayor's Report

Cllr Davidson encouraged Councillors to attend a training session being held in October about the Standards of Conduct for Elected Members in Town and Parish Councils, suitable for both new and experienced councillors. Anyone wishing to attend should let the Town Clerk know.

The Council also wished Cllr Rooke a Happy 80th Birthday.

C8/09/25 Clerk's Report

- **Pop-up Pump Track**

The pop-up pump track event held on the last weekend of the school holidays at the end of August was a great success, with over 200 young people attending. Westmorland & Furness Council provided funding to help make this happen. There have been 176 responses to the online survey we published to ask if people would like a permanent pump track in town and only one person said no. Four residents have come forward to say they would be happy to be part of a working group to look at getting a permanent track and help with fundraising. The next step will be to arrange a meeting.

- **Flood Risk Management Scheme**

The work on Doomgate / Chapel Street junction should have been completed this week, but there is a delay in the supply of some of the materials for the manhole covers, which means it won't be finished until late October. The overall programme is still on track to be finished in May 2026.

- **Westmorland and Furness Officer Visit**

The Clerk reported she had hosted a visit of around 10 Westmorland & Furness Council planning officers to the Council Chamber earlier in the month The visit was organised by the Conservation Officer to take the officers around some of the historical buildings in town and it was mainly officers who weren't particularly familiar with Appleby.

- **Heritage Open Weekend**

Everything has come together well for Heritage Open Weekend, so hopefully it will be a good turnout.

We have printed 15 big boards with historical images from the Appleby-in-Westmorland Society's digital archive, which are on display in the main hall. We've also got 60 black and white prints framed, ready to go up in the supper room, foyer and stairs, once it has been painted. Some of these will also be on display in the main hall over the weekend.

We could do with more Councillors over the weekend to assist Cllr Rooke in the Chamber.

- **Shelters**

A lady collapsed on Monday waiting for a bus at the Sands shelter and broke one of the Perspex panes. Thankfully the emergency responders were on the scene very quickly, as was an ambulance. The pane was taped up and removed later that morning and a replacement has been ordered, which will be fitted by the end of the week.

Sadly, someone has de-faced one of the newly refurbished Butts shelters by scratching words into the wood. This will be repaired as soon as possible.

Cllr Railton mentioned that since the works on the grass area behind the car park have been complete, the area isn't draining very well in the corner behind Broad Close toilets. The Clerk agreed to report this to the contractors so it can be resolved before they leave site.

C9/09/25 Outside Body Reports

There were no outside body reports.

C10/09/25 Schedule of Payments & Bank Transfers – July and August 2025

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of month of **July 2025** for £16,222.03 and **August 2025** for £16,008.92. These figures include employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C11/09/25 Councillors' reports and items for future agendas

- Cllr Smith suggested that supporting local individuals and teams with their achievements is a good way of bringing positivity and good publicity into Appleby.

C12/09/25 Next Meeting

To note that the Ordinary Meeting of the Council will be on **Wednesday 22nd October 2025** at **7.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.30pm.

At the Council Meeting held on **Wednesday 22nd October 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 Pamela Davidson