APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
Town Clerk's Office
Telephone: 017683 51177
Email: clerk@applebytown.gov.uk

Town Clerk's Office
Moot Hall, Boroughgate
Appleby-in-Westmorland
Cumbria, CA16 6YB

www.applebytown.gov.uk

Planning and General Purposes Committee Minutes

For the meeting held in the Moot Hall

Monday 13th October 2025 at 6.45pm

Present:		**Also in attendance:**	
Cllr Curley	Cllr Hilsden	Cllr Anderton	Cllr Heap
Cllr Connell	Cllr Railton	Cllr Chalmers	Cllr Kemp
Cllr Davidson	Cllr Turnbull	Town Clerk and Clerk's Assistant	

P1/10/25 Apologies for Absence

Apologies received from Cllr Pape.

P2/10/25 Declarations of Interest

Cllr Connell declared an interest in Holme Farm Bridge, as he is a Trustee of St Anne's, who own the bridge. Cllr Railton declared an interest in Holme Farm Bridge, as he has been invited to be a Trustee of St Anne's.

P3/10/25 Actions from the Previous Minutes

- **Holme Farm Bridge Closure**

Cllr Connell gave an update on the situation with the bridge, as he had attended a meeting recently, in his position as a Trustee of St Anne's, who own the bridge. Following an inspection by a structural engineer, the condition of the bridge was deemed too dangerous to keep open as a Public Right of Way (PROW). As the repairs will involve working in the river, this work can only be done during the summer, when the water level drops, due to environmental and safety considerations. Discussions are ongoing between St Anne's Trustees and Westmorland & Furness Council officers to explore options for restoring access.

Action: The Council agreed to write to both St Anne's Trustees and Westmorland & Furness Council to express concern that there seems to be uncertainty around timelines to address this issue and who is taking responsibility for what. Also to ask that Appleby Council be kept informed as to what are the plans to address this issue, as the riverside walk is a route enjoyed regularly by both residents and visitors and is an important community amenity.

The Clerk had previously asked if the Council could have a copy of the conditions report for the bridge and had been told that this wasn't available, but Cllr Connell said that a report has been produced. The Council will contact St Anne's directly to ask for a copy of the report.

- **Tebay M6 junction closure for bridge works**

The Clerk has been in contact with Kirkby Stephen Council, who are leading on the discussions with Highways England regarding the proposed closure of junction 38. They will keep us in the loop and will let us know as soon as there is something we can lend our support to.

Some good news is that work to Lawtland House bridge, which carries the A685 over the M6 to/from Tebay to Kendal will not be carried out at the same time as the other bridge works.

- **High Street Rental Auction Scheme**

This is a central government scheme and Westmorland & Furness Council are in the very early stages of assessing if this is something that could be implemented in the area. The Clerk has spoken to the officer leading on the scheme, who has confirmed they will be conducting a consultation soon. The Clerk has registered interest in the scheme and will update with news when received.

- **Empty Homes Scheme**

Westmorland & Furness Council's Empty Homes Scheme aims to bring empty properties back into use by supporting property owners. The Clerk is meeting with the scheme's officer to find out more about the scheme and what steps have already been taken and if the Council can provide any support.

Action: It was agreed the Clerk would ask the officer if any consideration was given to the number of empty houses in an area, when accessing local housing targets.

The Clerk also gave an update on the properties on the south side of High Wiend, which are currently empty and in a very bad state of dis-repair. The issue has been passed from Building Control to Planning, who are in communication with the owner of the properties.

Action: It was agreed the Clerk would ask if they could meet with Planning to ascertain what, if any progress has been made.

P4/10/25 Planning Applications

Under Westmorland & Furness Council's consultation process, to consider the following Planning Applications, plus any late arrivals, to prepare, under delegated authority, a response from Council:

2025/1527/FPA No comment **Howgate Foot, The Sands, CA16 6XP** Proposed new modular timber clad office building. *Applicant: Mr F Potts, FS Potts and Son*	2025/1801/HOU No comment **14 Garbridge Court, CA16 6JE** Extension and alterations to provide additional living accommodation incorporating former detached garage. *Applicant: Mr John Coward*
2025/1297/LBC No comment **7 Chapel Street, CA16 6QR** Listed Building Consent for the re-siting of existing solar panels from the front roof slope to the rear roof slope. *Applicant: Mr Warren Cross*	2025/1673/FPA No comment **Appleby War Memorial Swimming Pool, Chapel Street, CA16 6QR** Proposed installation of air source heat pumps and associated development. *Applicant: Westmorland and Furness Council*

P5/10/25 Planning Decisions

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

2025/1755/NMA Approved **Westmorland Road, CA16 6SD** Non-material amendment for changes to the site layout to address the inability to build Plot 1 due to utility easements and to attach Plot 2 to Plots 3 and 4 to form a terrace of 3 dwellings, attached to approval 22/0507. *Applicant: Home Group*	2025/0743/S106 Approved **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*

23/0786 Approved with Conditions **Land South of Highfield Lodge, Bongate, CA16 6UE** Erection of four dwellings including associated operations. *Applicant: Messrs Brown*	2025/1550/DISC Discharge of Conditions **Appleby Grammar School, CA16 6XU** Application for the approval of details reserved by condition 7 (protected species), attached to approval 2025/0701/FPA. *Applicant: Morgan Sindall and the DfE*
2025/1504/TCA Tree CA No Objection* **Condensergapp, Bongate, CA16 6HW** Fell various trees in conservation area. *Applicant: Mr Peter Wilkinson*	* The removal of a Cedar Tree forming part of the original application has been omitted due to the tree being in good health and amenity value and therefore warranting a TPO otherwise. Therefore, a no objections to these revised works with the Cedar Tree to remain in situ is given.

P6/10/25 Chair's Report

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

P7/10/25 Noticeboard on Bus Shelters

The Clerk reported that a resident had asked whether 'What's On' noticeboards could be installed in the two bus shelters in town. It was agreed that there are already enough noticeboards in town to advertise events and that the bus shelters should only advertise information on bus services.

P8/10/25 Heritage Open Weekend

The weekend had gone very well and there was a very positive response from both residents and visitors. The Clerk thanked Cllr Rooke, Cllr Anderton, Cllr Davidson and Cllr Heap for their time spent volunteering in the Council Chamber and the Public Hall Exhibition. Based on visitor sheets, there was an estimated 930 visitors to the open properties and the exhibition in the Public Hall. This did not include St Lawrence's Church or St Anne's, who didn't collect any visitor numbers. 162 people scanned the QR code trail, which included three new sites. Cllr Anderton thanked the Clerk and staff for the hard work that went into planning the weekend and for the creation of the new exhibition boards. The Clerk commented that the grant received from Westmorland & Furness Council's Events & Festival Fund had covered the costs of Heritage Open Weekend, including all the new historical boards and over 60 black and white prints, which will be on permanent display at the Public Hall.

P9/10/25 Councillors' reports and items for future agendas

- Cllr Chalmers requested an update on the Doomgate FRMS. The Clerk confirmed she would provide one at this month's Full Council meeting.
- Cllr Heap asked if the Moot Hall bus stop is still in use. It was confirmed it is, especially by coaches stopping in town who need somewhere convenient to park up.
  The Clerk added that two new wardens have joined the parking enforcement team, so it is likely there will be wardens in town most days, if not every day. They will also be enforcing the new double yellow lines on Station Road, Clifford Street, Bellevue and Pembroke Street, and we will warn residents about this via Facebook.

P10/10/25 Next Meeting

To note that the next meeting of the Planning and General Purposes Committee will be on **Monday 10th November 2025** at **6.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.32pm.

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 Duncan Curley