APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
Telephone: 017683 51177
Email: clerk@applebytown.gov.uk
FB: Appleby Town Council

www.applebytown.gov.uk

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

Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 22nd October 2025 at 6.45pm

Councillors Present:		**Also in attendance:**
Cllr Davidson (Chair)	Cllr Kemp	Town Clerk
Cllr Curley (Vice-Chair)	Cllr Railton	
Cllr Anderton	Cllr Rooke	
Cllr Connell	Cllr Smith	
Cllr Heap	Cllr Turnbull	

C1/10/25 Apologies for Absence

Apologies received from Cllr Chalmers, Cllr Hilsden, Cllr Pape.

C2/10/25 Declarations of Interest

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

C3/10/25 Public Participation

There were no members of the public in attendance.

C4/10/25 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 17th September 2025** as a true and accurate record.

- **Planning and General Purposes Committee Meeting**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the **Planning & General Purposes** Committee held on **Monday 13th October 2025** as a true and accurate record.

- **Finance Committee Meeting**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the **Finance Committee** meeting held on **Monday 13th October 2025** as a true and accurate record. All recommendations were approved unanimously as follows:

- To accept the Management Accounts for September 2025.
- To agree a grant of £1,000 to Appleby Methodist Church, which has been agreed by the trustees of The Hannah Kennington Charity.

- **Property & GP Committee Meeting**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 13th October 2025** as a true and accurate record.

C5/10/25 Unitary Authority Reports

Cllr Connell's report was received and accepted.

All indications are that the A66 refurbishment project will be carried out in full, with work on the nine separate contracts, into which the works have been divided, expected to start early 2026.

It has been confirmed that one of the piers on Holme Farm Bridge is so badly damaged that the bridge cannot safely remain open even to foot traffic until repairs are carried out, which cannot be done until next summer. The situation is complicated because the right of way is the responsibility of Westmorland & Furness Council, but the structure belongs to St Anne's Hospital Trust, and whatever work is carried out will require the approval of the Environment Agency.

Westmorland & Furness Council have agreed in principle to harmonise the household waste collection practices across the authority. The biggest change for Appleby residents will be the replacement of the weekly blue bag collections with fortnightly emptying of wheelie bins. However, because existing contracts have to be seen through, these changes will not take place for several months.

At the last meeting of Westmorland & Furness Council, Cllr Connell put a question to the Leader about the transfer of hospital-requested blood samples and wound care from local surgeries to 'community hubs'. The reply from North Cumbria Integrated Care confirmed that this was because of a funding dispute between the Board and some surgeries. Cllr Connell has tabled a motion for the Council to call on NHS England to re-open negotiations and restore these routine procedures to the GP surgeries affected.

C6/10/25 Police Newsletter – August/September

The Police Newsletter was received and noted. The Clerk reported that the new PCSO Aaron Baker has been in to the Moot Hall on several occasions and hopes to make November's Council meeting.

C7/10/25 Mayor's Report

Cllr Davidson reported that she had attended the 'groundbreaking' ceremony on Monday at Appleby Grammar School to officially mark the start the building works and had also taken part in a mock job interview day earlier at the school. The students on both occasions were a pride to the school.

She had also hosted an Eden Tourism meeting at Hutton in the Forest on Tuesday at which the Westmorland & Furness Council's Tourism team reported that their annual budget to market tourism for the whole district was £35,000.

On Monday, she had also presented a bouquet of flowers on behalf of Appleby Council to Val Kendall, who was stepping down after 5 years from her role as coordinator for Appleby's Voluntary Car Scheme.

C8/10/25 Clerk's Report

The Clerk's report was received and accepted.

The Clerk reported that she had attended the first M6 Lune Gorge Stakeholder Engagement Group meeting this evening at Tebay. The M6 Lune Gorge scheme involves a 6 mile stretch of the M6 motorway between J37 and J38 affecting 7 bridges which support the M6. Preparatory work started in September 2025, with main construction work to start Spring 2027, due for completion by Spring 2031. This work will be done in phases. The group is advisory only and will meet quarterly.

Work on Doomgate culvert connection is now complete. The road at High Wiend/Holme Street is being reinstated over the next couple of days and from next week, all the traffic management measures, such as lane closures, traffic lights, coning off of parking bays, etc, will be gone. All work from now on will be confined to Broad Close car park. It is hoped the work will be completed by May 2026. A newsletter will be published on the Flood Hub website by the end of the month.

The Clerk has written to the North Cumbria & North East Integrated Care on behalf of the Council regarding the changes to hospital requested blood samples and dressing care, which meant that

patients now had to travel to either Penrith or Carlisle, instead of to the Appleby medical practice. Funding has been re-instated for some medical practices in South Cumbria, which had withdrawn from providing these services and the Council urged that the same consideration is given to Appleby Medical Practice, to rectify this situation as a matter of urgency.

We have been informed that two additional parking enforcement wardens have been recruited to the team, so it is likely that the town will get visits from the wardens more often, possibly daily. These wardens will also be carrying out parking enforcement on Station Road, Garths Head Road and the surrounding streets where the new double yellow lines have recently been installed.

The highways team had not been able to install all the new double yellow lines on Garths Head Road last week because some cones had been moved and vehicles were parked up. They plan to come back this week to hopefully complete this work.

C9/10/25 Standing Orders

It was **RESOLVED** that the Standing Orders for 2025-26 were accepted and signed.

C10/10/25 Code of Conduct

It was **RESOLVED** that the Code of Conduct for 2025-26 were accepted and signed.

C11/10/25 Street Cleaner

At the recommendation of the Staffing Committee, it was **RESOLVED** to advertise for the position of a town cleaning operative. The position would be 10 hours per week and would involve a range of tasks to maintain the cleanliness of the town's streets and public areas.

C12/10/25 Voluntary Social Car Scheme

The Voluntary Social Car Scheme is intended for people who have no other means of transport and provides a door-to-door service to collect people from their home and take them to their chosen destination for a reasonable cost. The service can be used for a wide variety of purposes including attending hospital, doctor and dentist appointments, doing the weekly shop and visiting friends and relatives.

Val Kendal who has coordinated Appleby's scheme for 5 years has stepped down due to ill health. The scheme relies on having a coordinator to match up the requests for lifts with the volunteer drivers. Over the past week, we have received a number of visits/calls from residents concerned that the scheme was going to end. The scheme is run by Westmorland & Furness Council across the district and Appleby is a successful scheme, mainly due to Val's dedication.

The Clerk had met with Val on Monday to assess what is involved. It is hard to estimate how much time it would take up in staff time, as there was no information on average number of trips per month. W&FC Transport team have been asked if they can provide this data. There is support from them to manage the scheme and they process all the driver administration, including new drivers.

The Clerk would like to propose that the Council staff take on this role to enable the scheme to continue. After a lengthy discussion, it was agreed that this was an important community service and it was agreed to take on this role on a trial basis.

C13/10/25 ACAT Christmas Lights

It was **RESOLVED** to accept the Agreement to take on the ownership of the town's Christmas lights as set out in the Agreement with Appleby Community Acting Together, subject to final approval of the Agreement by Cllr Curley.

C14/10/25 General Power of Competence

It was **RESOLVED** to adopt the General Power of Competence and to confirm that the Council meets the criteria for the General Power of Competence as set out in the Localism Act 2011 and the Parish

Councils (General Power of Competence) (Prescribed Conditions) Order 2012, having a qualified CiLCA Clerk and at least two-thirds of Councillors elected.

C15/10/25 Outside Body Reports

There were no outside body reports.

C16/10/25 Schedule of Payments & Bank Transfers – September 2025

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of month of **September 2025** for £25,559.23. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C17/10/25 Councillors' reports and items for future agendas

Cllr Heap expressed concerns about cyclists using the riverside path and was worried that it was becoming a problem. There are some 'no cyclists' signs on the path, but this doesn't deter some.

Action: The Clerk will seek advice from Highways to see if they can suggest anything that may help deter cyclists from using the path.

To note that the **Remembrance Day Service** will be on **Sunday 10th November 2025**, with Councillors to meet up at the Moot Hall at 10.15am.

To note that the Ordinary Meeting of the Council will be on **Wednesday 19th November 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 19th November 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