APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 19th November 2025 at 6.45pm

Councillors Present:		**Also in attendance:**
Cllr Davidson (Chair)	Cllr Hilsden	David Johnson, Mace Bearer
Cllr Anderton	Cllr Rooke	PCSO Aaron Baker
Cllr Connell	Cllr Smith	Town Clerk and Clerk's Assistant
Cllr Curley	Cllr Turnbull	
Cllr Heap		

C1/11/25 Apologies for Absence

Apologies received from Cllr Chalmers, Cllr Railton and Cllr Pape.

C2/11/25 Declarations of Interest

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

C3/11/25 Public Participation

There were no members of the public in attendance.

C4/11/25 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 22nd October 2025** as a true and accurate record and the Council to approve any resolutions. Recommendations and resolutions approved unanimously.

- **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 10th November 2025** as a true and accurate record.

- **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 10th November 2025** as a true and accurate record and the Council to approve any recommendations:

- To accept the Management Accounts for October 2025.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 10th November 2025** as a true and accurate record.

C5/11/25 Unitary Authority Reports

Cllr Connell's report was received and accepted.

Holme Farm bridge will be closed for the foreseeable future, as the repair work that needs to be carried out to the bridge is under water, so it cannot be done until Spring/Summer 2026 when the river levels drop. Discussions are taking place between the Trustees of St Anne's Hospital as the owners of the bridge and Westmorland & Furness Council as the responsible authority for public rights of way.

Councillors expressed concerns that no reply had been received from St Anne's following a request from the Clerk for a copy of the technical report on the bridge, as well as an indication of what steps have and will be taken regarding the future of the bridge. It was agreed that the Clerk should contact St Anne's again as it was felt it was important that a plan needed to be put in place as soon as possible, so work could be started as soon as the river levels drop.

C6/11/25 Police Report

PCSO Aaron Baker introduced himself to the Council in his new role as PCSO for Appleby. He will be starting community drop-ins at Appleby Tourist Information Centre, with the first one taking place on Tuesday 25th November from 10-11am.

Future plans include opening up the front desk at Appleby Police Station at pre-planned dates and offering a cycle and tool marking service, as this can greatly reduce the likelihood of thefts.

He also reported that there has been some issues on Rampkin Pastures and Meadow Close with drugs, which is being monitored.

C7/11/25 Mayor's Report

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

C8/11/25 Clerk's Report

The Clerk's report was received and accepted.

The Council has sponsored this year's Christmas Shop Display Competition and voting will be by public vote. Voting slips and ballot box will be available in the TIC.

The application form and guidelines for the Shop Front Grant Scheme have been finalised, with the first application deadline of the beginning of January.

Three applicants were interviewed for the role of Street Cleaning Operative, and the position has been offered to Stevie Metcalfe.

C9/11/25 Agreement with Westmorland & Furness Council to transfer footway lighting

It was resolved to sign the agreement to transfer the ownership of thirteen lighting columns on the Butts and one in Coronation Park to Westmorland & Furness Council.

C10/11/25 Outside Body Reports

ACAT: The Christmas tree is due to be installed on Sunday 23rd ahead of the Christmas light switch-on on Friday 28th November. Sparkle Day is on Saturday 13th December.

St Lawrence's Church: Cllr Turnbull commented that all 20 small Christmas trees have been sponsored and will be decorated this week. They will be turned on just before the children's carol singing on Friday 28th.

C11/11/25 Schedule of Payments & Bank Transfers – October 2025

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **October 2025**, totalling £25,399.00. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C12/11/25 Councillors' reports and items for future agendas

- Cllr Smith expressed concern that there had recently been issues with bus services running late or being cancelled, leaving people waiting at the bus stop for a long time. He suggested installing electronic signs, so people know if their bus is delayed. Cllr Connell commented there is an app so people can track the bus and would advise regular users to download it. It was agreed that mostly older people use the bus and many may struggle with technology. The Clerk will contact Westmorland & Furness Council to ask about electronic signs.
- Cllr Smith highlighted the need to engage and listen to young people and encourage their involvement with the Council, perhaps offering incentives. It was noted this has already been tried several times.
- Cllr Smith suggested doing a Town Council newsletter, so anyone who doesn't use Facebook can still catch up with the town happenings.
- Cllr Smith suggested the urgent need for Appleby to have a farmers and crafts market, to highlight what our area has to offer.

C13/11/25 Next Meeting

To note that the Ordinary Meeting of the Council will be on **Wednesday 17th December 2025** at **7.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.33pm.

At the Council Meeting held on **Wednesday 17th December 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