APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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

www.applebytown.gov.uk

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

Property Committee Minutes

For the meeting held in the Moot Hall

Monday 8th December 2025 at 7.51pm

Present:

Cllr Anderton
Cllr Connell
Cllr Curley
Cllr Davidson
Cllr Kemp
Cllr Rooke

Also in attendance:

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

PR1/12/25 Apologies for Absence

There were no apologies received.

PR2/12/25 Declarations of Interest

There were no declarations of interest.

PR3/12/25 Actions from the Previous Minutes

- **Dowpitts Wood stonemason contractor**

The Clerk confirmed that contact has been made with the stonemason, and although he has been unwell, he is still interested in the work when the weather improves.

PR4/12/25 Chair's Report

The Clerk had received a number of complaints about the tenants spreading slurry on Fair Hill. Cllr Anderton has been in touch with the tenant who apologised and explained that as the weather has been so wet the slurry had run off downhill. They have said that they won't spread again until the weather improves.

Cllr Anderton also commented that much stronger laws have been introduced about dogs being on leads around livestock. She suggested new signage needs to be installed on Fair Hill.

Action: The Clerk will research when this law is to be enforced.

It was agreed to remove this item from future committee agendas and give the Chair priority in Councillor's reports.

PR5/12/25 Public Hall

- **Electrical work identified in the EICR**

Work in the Public Hall has started. The electrician has been sent the Public Hall calendar and will work around bookings.

- **Refurbishment of the Supper Room and first floor foyer, bar and stairs**

The majority of the work is completed.

We have started to hang the black and white prints in the Supper Room and this will be continued in the foyer and staircase.

- **Market Arcade flooring**

The quote for the new flooring in the Arcade entrance has been accepted, and work will be carried out on a Sunday so as not to disrupt the shops in the arcade. As the temperature has to be above 10º for the resin to set properly, it will not be done until the weather improves.

- **Fire Risk Assessment**

An external Fire Risk Assessment for the Public Hall was last conducted in 2017, and it has been recommended that a new one should be carried out. This have been booked in for January.

PR6/12/25 Moot Hall

- **EICR of Moot Hall**

The EICR for the Moot Hall is due and will be carried out before the year end.

- **Fire Risk Assessment**

As for the Public Hall, the Fire Risk Assessment for the Moot Hall was last conducted in 2017. This has also been booked in for January.

Cllr Chalmers commented that any work relating to the two assessments may come with significant costs and it would be good to have these reports with any recommendations before the budget for next year is agreed.

PR7/12/25 Councillors' reports and items for future agendas

- The Clerk reported that one of the boilers which services the main hall in the Public Hall requires an unexpected major repair to fix a fault, although the heating can still run off the other boiler for the time being.

PR8/12/25 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 12th January 2026** at **7.45pm**, or at the rising of the Finance Committee in the Moot Hall.

There being no further business, the meeting closed at 8.05pm.

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 Dot Anderton