APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 12th January 2026 at 7.34pm

Present:

Cllr Anderton (Chair)
Cllr Connell
Cllr Davidson
Cllr Kemp

Also in attendance:

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

PR1/01/26 Apologies for Absence

Apologies received from Cllr Curley and Cllr Rooke.

PR2/01/26 Declarations of Interest

There were no declarations of interest.

PR3/01/26 Updates and Actions from the Previous Minutes

- **Fire Risk Assessments of Moot Hall and Public Hall**

No update available, as the contractor had cancelled due to illness, so the Fire Risk Assessments have been rescheduled for later this month.

PR4/01/26 Public Hall

- **Recruitment of new Public Hall caretaker**

After 27 years of service, the Public Hall caretaker has handed in her notice. She is currently on holiday, and the Clerk will be meeting with her as soon as she returns to finalise arrangements, so the new position can be advertised.

- **Accident at function on Boxing Day**

An accident had occurred at the Carnival fundraiser on Boxing Day. Although the Council are not liable for this accident, it has highlighted potential issues regarding public liability insurance for some users of the hall, which will need to be addressed.

- **Repairs to Main Hall heating boiler**

After many callouts and problems with the boiler, the ignition device and heat exchanger have been replaced.

PR5/01/26 Moot Hall

- **Damage incurred to Blue Poppy as a result of car collision**

On Thursday 18th December, a car rolled across the road from its parking bay opposite Blue Poppy after the owner forgot to put the handbrake on and it collided into the shop front. Thankfully it hit the

wooden planter, but this has then pushed the spare door out of its hinges. The car owner has accepted responsibility, and we are awaiting a quote for the work.

PR6/01/26 3 Market Arcade Lease

The lease for 3 Market Arcade is due for renewal at the end of the month. It was agreed to re-issue the lease with an increase in rent in line with RPI.

PR7/01/26 Councillors' reports and items for future agendas

- The Clerk reported that a resident has been using the Cloisters on Saturdays for over a year, to raise money for Palestinian Medical Aid. Recently, the TIC and Clerk's office have received a number of complaints from both residents and visitors regarding this, so the Clerk had made the decision to tell the resident he could no longer use the Cloisters.
  The resident has questioned this decision and asked for information on what grounds it was made. Following a discussion, it was agreed to look into this in further depth and seek some advice and also discuss the general terms and conditions for using the Cloisters.

  Action: The Clerk will seek advice regarding this issue and report back to Council.

PR8/01/26 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 9th February 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 8.22pm.

At the Council Meeting held on **Wednesday 21st January 2026**, the Chair of this meeting was authorised by the Council to sign these minutes, to confirm they are a true and accurate record:

Cllr Anderton