APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 9th February 2026 at 7.28pm

Present:		**Also in attendance:**	
Cllr Anderton (Chair)	Cllr Davidson	Cllr Chalmers	Cllr Hilsden
Cllr Connell	Cllr Rooke	Cllr Heap	Cllr Railton
Cllr Curley		Town Clerk and Clerk's Assistant	

PR1/02/26 Apologies for Absence

Apologies received from Cllr Kemp.

PR2/02/26 Declarations of Interest

No declarations of interest to report.

PR3/02/26 Public Hall

- **Recruitment of new Public Hall Caretaker**

A new Public Hall Caretaker, Alex Macallister, has been appointed and started last week. He had a busy first week and is settling in well.

- **Fire Alarm System**

The system has been showing intermittent faults for several months, and as the panel was obsolete, it has been replaced with a newer system.

- **Fire Risk Assessment Report and Recommendations**

The report was received on Friday and the recommendations will need to be reviewed in detail and a list of actions compiled.

- **Legionella Report and Recommendations**

The report was received on Friday and the recommendations are mainly about the internal recording systems and the lack of a Legionella Policy.

- **Electrical work recommended from EICR**

The electrician is progressing well with the remedial works in the Public Hall, carrying out work around the bookings.

- **Supper Room refurbishment**

The Supper Room refurbishment is almost complete, with only minor items to be completed. All the black and white photos have now been hung with the help of Nigel Altham.

- **Market Arcade Flooring**

The quote has been accepted for the replacement of the resin flooring, but the weather has to be at least 10 degrees for it to set properly, so the installation will be carried out when it gets warmer.

PR4/02/26 Moot Hall

- **Fire Risk Assessment Report and Recommendations**

The report was received on Friday and the recommendations will need to be reviewed in detail and a list of actions compiled. One of the main issues highlighted was the combustible materials stored in the attic. The archives stored in the attic will need to be sorted and stored somewhere else.

PR5/02/26 4 Market Arcade

The tenant has given their notice due to personal circumstances. Three expressions of interest for the retail unit have been received. The Committee were impressed with all three bids and after careful consideration, it was agreed to offer the lease to a local resident who wants to open a beauty salon.

PR6/02/26 Councillors' reports and items for future agendas

- The Clerk reported that the solicitors have been instructed to start registering the Council's remaining properties.

PR7/02/26 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 9th March 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 7.49pm.

At the Council Meeting held on **Wednesday 18th February 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