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 18th March 2026 at 6.45pm

Councillors Present:		**Also in attendance:**
Cllr Davidson (Chair)	Cllr Hilsden	Town Clerk and Clerk's Assistant
Cllr Anderton	Cllr Kemp	
Cllr Chalmers	Cllr Potts	
Cllr Connell	Cllr Railton	
Cllr Heap	Cllr Turnbull	

Rev Andrew Burrell opened the meeting with prayer and left.

C1/03/26 Apologies for Absence

Apologies received from Cllr Curley, Cllr Rooke and Cllr Smith.

C2/03/26 Declarations of Interest

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

C3/03/26 Public Participation

There were no members of the public in attendance.

C4/03/26 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 18th February 2026** 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 9th March 2026** 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 9th March 2026** as a true and accurate record. The following recommendation was approved unanimously:

  - To accept the Management Accounts for February 2026.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 9th March 2026** as a true and accurate record and the Council to approve any recommendations. The following recommendation was approved unanimously:

  - To take over ownership and management of the town's Christmas lights and tree.

C5/03/26 Unitary Authority Reports

Cllr Connell's report was received and noted.

It was noted that the pothole repairs on High Wiend have been completed. This is a temporary fix, as the road is on the list for resurfacing.

C6/03/26 Police Newsletter

PCSO Aaron Baker sent his apologies.

Cllr Potts noted it was good to see PCSO Joel Lamour back in Appleby, and the Council wished him the best. The Clerk reported that he has been very engaged and in town a lot.

C7/03/26 Mayor's Report

Cllr Davidson reported that she had attended a meeting on behalf of Hutton in the Forest with coach tour operators from all over Europe. She took the opportunity to also market Appleby, and one coach company from the Netherlands has signed up to stop in Appleby for 1.5 hours every month. She will liaise with the TIC when dates are confirmed.

A discussion followed about how coaches often have to drive through the town without stopping because cars are parked in the Moot Hall bus stop. It was agreed that when the coach company confirmed dates, the TIC staff could cone off the bus stop ready for its arrival. As it is no longer used as a regular bus stop, the Clerk will also get in touch with Highways to see if the signage could be improved.

C8/03/26 Clerk's Report

- **Christmas Lights**

The lights were taken down successfully on Sunday morning and are now safely stored in the Public Hall garage. A big thank you to Appleby Rotary Club members for helping with this and a special big thank you to Alan McViety and Ian Mycock who helped all Friday morning to empty the garage out to make room for the lights.

- **Voluntary Car Scheme**

The car scheme continues to be very busy, but a new email system for drivers has improved the booking process. We have a social morning organised at the end of the month, so all the drivers can meet each other.

- **EICR Works in the Public Hall**

All the new cables are now in place, and the next big job is to disconnect and remove all the individual distribution boards and install one central board. It is hoped to have the work completed by the end of the month.

- **Cherry Trees**

The Environment Agency are planting a row of cherry trees on King George V playing field. These will be in memory of John Pape, and we will be having a 'ceremony' with Jennifer Pape and their sons in the next week or so to unveil the plaque. We will send an email when the date and time has been confirmed.

- **Public Hall Caretaker**

Unfortunately, the new caretaker has resigned for personal reasons and will finish at the end of March. The job advert has been publicised.

C9/03/26 Outside Body Reports

There were no outside body reports.

C10/03/26 Nominations for Chair / Mayor

Two nominations for Chair/Mayor were received for the Civic year beginning May 2026. Cllr Anderton nominated Cllr Chalmers and Cllr Railton seconded the nomination. Cllr Heap nominated Cllr Davidson and Cllr Turnbull seconded the nomination.

After a tied vote, the presiding Chair, Cllr Davidson, had the casting vote and therefore Cllr Davidson was elected to serve a fourth year as Chair of Appleby Town Council and Mayor of Appleby.

C11/03/26 Schedule of Payments & Bank Transfers – February 2026

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **February 2026**, totalling £17,160.08. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C12/03/26 Saturday Market

Following a meeting with Westmorland and Furness Council's Market Manager, it was agreed that a Working Group would be setup to see what could be done to develop it.

In the absence of Cllr Smith, who had raised this for discussion, it was agreed to circulate the draft Terms of Reference the Clerk had drawn up for the group. Any Councillors interested in being part of the Working Group, could contact Cllr Smith directly.

C13/03/26 Councillors' reports and items for future agendas

- Cllr Connell advised that the booking office at Appleby Train Station is now open every day, and they are happy to help plan journeys, even those not starting in Appleby. He asked if this could be publicised.
- Cllr Hilsden produced a proposal for the UK 'Town of Culture' competition, which he has put together. Cllr Turnbull had agreed to put together an Expression of Interest for this competition on behalf of the Council, however because of recent personal and work commitments hadn't been able to do this. It was agreed to circulate the proposal to Councillors as the deadline to submit an EoI is 31 March.
- A list of points raised by Cllr Smith had been circulated to Councillors prior to the meeting. Some points have already been covered in previous meetings, but it was agreed to defer these until Cllr Smith was in attendance.

C14/03/26 Next Meeting

To note that the Ordinary Meeting of the Council will be on **Wednesday 22nd April 2026** at **6.45pm** in the Moot Hall.

There being no further business, the meeting closed at 7.45pm.

At the Council Meeting held on **Wednesday 22nd April 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 Rooke

_____