APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby Town Council Minutes

For the meeting held in the Moot Hall

Wednesday 24th June 2026 at 6.45pm

Councillors Present:

Cllr Davidson (Chair)
Cllr Anderton
Cllr Chalmers
Cllr Connell
Cllr Heap
Cllr Railton
Cllr Rooke
Cllr Turnbull

Also in attendance:

David Johnson – Mace Bearer
Town Clerk and Clerk's Assistant

C1/06/26 Apologies for Absence

Apologies received from Cllr Curley and Cllr Hilsden.

Cllr Smith has submitted his resignation from the Council.

C2/06/26 Declarations of Interest

There were no declarations of interest.

C3/06/26 Public Participation

There were no members of the public in attendance.

C4/06/26 Deputy Mayor's Declaration of Acceptance of Office

Cllr Curley was not in attendance at the meeting, but his declaration will be completed with the Town Clerk.

C5/06/26 Co-option to Appleby Council

Two co-option applications have been received from Donna Gates and Gareth Hayes, neither of whom were able to attend the meeting. Both co-option application forms had been distributed to Council members prior to the meeting.

Cllr Chalmers proposed the co-option of Donna Gates to the Bongate Ward of Appleby Council, which was seconded by Dot Anderton.

Cllr Rooke proposed the co-option of Gareth Hayes to the Bongate Ward of Appleby Council, which was seconded by Martin Railton.

C6/06/26 Declaration of Acceptance of Office

These will be done separately with the Town Clerk.

C7/06/26 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 20th May 2026** as a true and accurate record.

- **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 15th June 2026** as a true and accurate record and the Council to approve any recommendations. All recommendations were approved unanimously:

- To accept the IT Policy for 2026.

- **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 15th June 2026** as a true and accurate record. All recommendations were approved unanimously:

- To accept the Management Accounts for May 2026.
- To appoint Jean Airey as the Internal Auditor for the Financial Year 2026-27.
- To appoint Dodd & Co as the Accountants for the Financial Year 2026-27.
- To appoint Sue Gilbertson as the Responsible Financial Officer for the Financial Year 2026-27.
- To accept the Direct Debits and Regular Payments schedule for 2026-27.
- To accept the Reserves Strategy and the Investment Strategy for 2026-28.
- To set up a Community Chest Grant Fund using an amount to be agreed annually from surplus from the previous year's budget.

- **Property Minutes**

It was **RESOLVED** to authorise the Chair of the Committee to sign the minutes of the Property Committee held on **Monday 15th June 2026** as a true and accurate record and the Council to approve any recommendations. All recommendations were approved unanimously:

- To accept the Asset Register for 2026-27.

C8/06/26 Unitary Authority Reports

Miranda Cannon, recently appointed Chief Executive Officer of Westmorland & Furness Council, paid her first ex officio visit to Appleby on 23 June. Cllr Connell was accompanied by Cllr Graham Simpkins for a short tour of the town on foot, drawing attention to various local issues. They also did a similar tour of Brough.

The re-surfacing work of High Wiend scheduled to start on 23 June has been postponed because of the forecasted heatwave. It has been re-scheduled to start 30 June and is due to take 2-3 days.

C9/06/26 Police Newsletter

The police newsletter was received and noted.

C10/06/26 Mayor's Report

There was no Mayor's report.

C11/06/26 Clerk's Report

Arrangements for the Carnival are going well. We have been supporting the Carnival Committee with some traffic management arrangements and are pleased to say that the TTRO around the market square area has been approved for the weekend so this area will host some of the fairground rides. We have also submitted an application to use the library car park for some of the smaller rides.

It has been confirmed that the Post Office will re-locate to the Spar on Tuesday 28th July.

Westmorland & Furness Council will be holding their July Cabinet meeting in the Supper Room on Tuesday, 14th July. Members of the public are welcome to attend.

We have started to work on ideas for September's Heritage Open Weekend, which will take place on Saturday and Sunday 19/20th September. The theme of this year's festival is Local History. If

Councillors have any ideas for activities around this theme, please let the Clerk's office know and any help from Councillors over the weekend would be greatly appreciated.

C12/06/26 Outside Body Reports

Cllr Anderton and Cllr Connell had both attended an Appleby Grammar School Foundation Governors meeting earlier that day and the school expressed their thanks for the grant towards the Graffiti workshop.

C13/06/26 Schedule of Payments & Bank Transfers – May 2026

It was **RESOLVED** that the Chair be authorised to sign the schedule of payments for the month of **May 2026**, totalling £18,474.23. This figure includes employee salaries and all other expenditure and purchases; and is inclusive of VAT.

C14/06/26 Councillors' reports and items for future agendas

There were no reports or items for future agendas.

C15/06/26 Next Meeting

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

There being no further business, the meeting closed at 7.28pm.

At the Council Meeting held on **Wednesday 22nd July 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 Davidson