APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
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8th September 2026

Dear Councillor

Notice is hereby given, and you are summoned to attend the meeting of Appleby-in-Westmorland Town Council's **Property Committee** to be held the **Moot Hall** on **Monday 14th September 2026 at 7.45pm,** or at the rising of the Finance Committee.

Members of the public and press are invited to attend. Please contact the Clerk's office before midday on the day of the meeting.

Yours sincerely
Sue Gilbertson - Town Clerk

Property Committee
Agenda

1. Apologies for Absence

To receive and note apologies for absence.

2. Declarations of Interest

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda, now or at any time during the agenda, in accordance with the adopted code of conduct.

3. Registration of Council Owned Properties

To receive an update on registration of Council owned properties.

4. Moot Hall

To receive an update on ongoing work to the Moot Hall:

- ITT for work to external walls. Received two enquiries for this work, but it is a bigger job than initially thought and recommend this is deferred to Spring 2027.
- The majority of the work identified in the Fire Risk Assessment have been carried out, including work associated with fire equipment and lift. Some 'internal' actions still to be carried out (e.g. sorting and clearing of loft area).
- Electrician has started the EICR for the Moot Hall.
- TIC and exhibition area to be painted and some minor joinery repairs to be done in Autumn (primarily as a result of fitting new LED lights).

5. Public Hall

To receive an update on ongoing work to the Public Hall:

- ITT for repair and painting of main hall to be carried out during Winter months.
- All the work identified in the EICR has been carried out, including new wiring and new integrated circuit boxes.
- The majority of the work identified in the Fire Risk Assessment has been carried out, including work associated with fire equipment and lift.

- Public Liability insurance.
- Insurance claim made against Council for incident on Boxing Day.

6. Fair Hill

- New tenant for 10 months grazing licence.
- Installation of replacement stile with a kissing gate on bottom corner of Fairhill
- Removal of abandoned vehicle on field.

7. Dowpitts Woods

To consider the results of survey carried out by tree specialist.

8. Market Arcade Toilets

- Contract for Market Arcade Public Toilets cleaning awarded to local company Clean Eden for 2 years.
- Work needed to replace one toilet in ladies. Recommend upgrading vanity units at the same time.

9. Christmas Lights

To discuss the Action Plan for the town's 2026 Christmas lights.

10. Councillors' reports and items for future agendas

Councillors to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. (*Councillors are reminded that this is not an opportunity for debate or decision making.)*

11. Next Meeting

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

For the attention of all members of the Property Committee:

Chairman: Cllr Anderton	Cllr Chalmers
Vice Chairman: Cllr Rooke	Cllr Railton
	Cllr Davidson (Ex-officio)
	Cllr Curley (Ex-officio)

Copies to all remaining members of the Council for information.