APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 14th September 2026 at 7.34pm

Present:

Cllr Anderton (Chair)
Cllr Chalmers
Cllr Davidson
Cllr Railton

Also in attendance:

Cllr Connell
Cllr Gates
Cllr Heap
Cllr Hilsden
Cllr Turnbull
Town Clerk and Clerk's Assistant

PR1/09/26 Apologies for Absence

Apologies received from Cllr Curley and Cllr Rooke.

PR2/09/26 Declarations of Interest

Cllr Anderton declared a personal interest in matters relating to Fair Hill, as her property borders the land.

PR3/09/26 Registration of Council Owned Properties

The solicitors have been instructed to register the final three properties.

PR4/09/26 Moot Hall

Two enquiries were received for the work to the external walls of the Moot Hall. After further consideration, it is a much bigger job then first anticipated, so will be deferred to Spring 2027.

The majority of the work identified in the Fire Risk Assessment has been carried out, including work associated with fire equipment. Some 'internal' actions still have to be carried out, for example sorting and clearing the loft area.

The electrician has started the EICR for the Moot Hall and it is anticipated that work will be identified as a result.

The TIC and exhibition area needs some painting and minor repairs, mainly due to the installation of new LED lights being installed. This will be done in Autumn.

PR5/09/26 Public Hall

Work to repair and paint the main hall of the Public Hall will be advertised in an ITT in due course, with the intention of carrying out this work during the 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.

The new booking conditions have been circulated and as part of that, the Council now hold copies of local groups who use the hall's public liability insurance. The claim against the Council that was made for the incident on Boxing Day has been dropped as they have made a claim against the Carnival.

PR6/09/26 Fair Hill

The new tenant for the grazing license is now on the field and so far, has had no issues.

Westmorland and Furness have provided a replacement stile with a kissing gate to be installed on bottom corner of the hill. The contractor will be installing this soon.

The abandoned vehicle left on the hill after Horse Fair has now been removed. There was some confusion between agencies about whose responsibility it was to remove it. Following the vandalism of the vehicle, Appleby Council organised to have it removed.

PR7/09/26 Dowpitts Woods

The tree specialist recently carried out a survey of the trees in the woods and identified some work that is required. It was agreed to go ahead with the works listed as urgent.

PR8/09/26 Market Arcade Toilets

Clean Eden have been awarded the contract for cleaning the Market Arcade Toilets. They have had the contract for several years and do a good job.

One of the toilets in the ladies requires replacing and the vanity units will be upgraded at the same time. Cllr Turnbull pointed out that the cubicles are very small and make it difficult for people with children. It was agreed to look at some potential other layouts while updating the toilets, although there is not much room to do this.

PR9/09/26 Christmas Lights

The Clerk has met previously with the chair of Kirkby Stephen Town Council, who organises their Christmas Lights, and he had some good recommendations. The Clerk is organising a meeting in the next couple of weeks to formulate an action plan. As it will be the Council's first year organising the lights, the intention is to start small and gradually build up.

Cllr Chalmers suggested publishing an update, as some residents are of the opinion that there will be no Christmas Lights for 2026. It was agreed to circulate a press release.

PR10/09/26 Councillors' reports and items for future agendas

- The Clerk reported that the Chamber has its first wedding booked in April 2027.

PR11/09/26 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 12th October 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 8.12pm.

At the Council Meeting held on **Wednesday 23rd September 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