

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## APPLEBY TOWN COUNCIL MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON WEDNESDAY OCTOBER 10<sup>th</sup> 2007 at 7.00pm

Present : Mayor S Rooke  
Deputy Mayor Mrs C Patterson  
Councillors Mrs D Anderton  
KJ Budding (*unpaid R.F.O.*)  
[in alphabetical order] A Connell  
Mrs J Dempster  
CK Duncan  
PR Elliott  
Mrs E Langan  
AK Morgan  
HR Potts  
I Potts  
LH Thwaytes

Apologies : Councillors F Harland  
J Pape

*In an effort to save space, we abbreviate Appleby Town Council as "ATC", Eden District Council as "EDC", Cumbria County Council as "CCC", the Cumbria Association of Local Councils as "CALC" and the National Association of Local Councils as "NALC". We also abbreviate the Finance & General Purpose Committee as "F&GP" and the Responsible Financial Officer as RFO. All other organisations are shown in full when first mentioned and any further abbreviations shown in brackets. The Council and Clerk welcome feedback regarding these minutes.*

### **C1/10/07 APOLOGIES FOR ABSENCE**

Apologies for absence were received by the Mayor on Council's behalf.

### **C2/10/07 EDC CHIEF EXECUTIVE**

Cllr Rooke also welcomed to the meeting Mr Kevin Douglas, Chief Executive of EDC, who wished to introduce himself and find out more about the Town Council and how Eden District Council worked with it for the benefit of the town. Following discussions Mr Douglas stated he would be happy to attend a future meeting of the Town Council or to ask an EDC Officer to attend wherever appropriate, in order to keep a dialogue going between EDC and ATC. The Mayor thanked Mr Douglas for this and for his attendance that evening, stating that ATC were keen to work together with EDC for the benefit of Appleby residents.

*An adjournment was called, to hear from the Police, County and District Councillors, plus any member of the public on his or her pre-notified questions*

#### **Police :**

Apologies had been received from the Police. The Mayor agreed to initiate quarterly meetings with the Police, forming a Working Party as necessary, in order for Council to keep up to date with local issues.

#### **District Council :**

No reports this month, although District Cllr Morgan reiterated the hard financial choices being faced by EDC in the coming months as it sought to balance its budget.

Cllr Connell queried whether EDC had yet replied to ATC's letter requesting reopening of the Shire Hall Toilets (*reply since received – item on agenda for next meeting*).

Cllr H Potts queried whether EDC had yet paid ATC for the Shire Hall Toilets operation during Fair Week (*payment since received*).

#### **Members of the public :**

A member of the public raised a query regarding the draft minutes of Council's September 12<sup>th</sup> 2007 meeting. The Mayor explained that these minutes had not yet been accepted by Council as an accurate record of their meeting and it would therefore be inappropriate to discuss any queries from residents at this point.

*The Mace was returned and the meeting resumed ...*

### **ACTION**

**Mayor**

**C2/10/07 ORDINARY COUNCIL MEETING OF SEPTEMBER 12<sup>th</sup> 2007**

Cllr Budding queried minute **C26/09/07**, stating he had been unable to make his usual report at that meeting due to a family bereavement. The Clerk apologised for failing to delete this standard item from her minutes.

Cllr Thwaytes proposed an amendment to minute **C24/09/07** which, since it was not seconded, fell. Cllr Connell proposed a similar amendment to the same minute, which was seconded by Cllr Duncan. In speaking against the proposal, Cllr Morgan offered to meet with the author of the newsletter article in question (*see C24/09/07*) outside the Council meeting, to point out inaccuracies in the article. This offer was agreed by Council. A vote was then taken on Cllr Connell's proposal, which was lost.

It was then **RESOLVED** that the Minutes of the ordinary meeting of the Council held on September 12<sup>th</sup> 2007 be signed by the Mayor in their original form as a true and accurate record, once the amendment relating to the lack of Financial Report had been made to item **C26/09/07**.

**Mayor**

**C3/10/07 DECLARATIONS OF INTEREST**

Cllr Morgan declared a personal interest in agenda item 6f, as a Member of EDC.

**C4/10/07 MAYOR'S REPORT & COUNCILLORS' QUESTIONS**

The Mayor's report was received and noted. Cllr Connell updated Members on developments relating to the 561 bus service. Cllr Thwaytes asked the Mayor if he would be replying to a letter sent to him upon her resignation by ex Cllr Mrs Clowes. The Mayor said Mrs Clowes' resignation letter had been replied to on Council's behalf by the Clerk, to whom letters of resignation by Elected Members were normally addressed, but that any reply he personally may make would not be made via a public meeting or in the press.

**C5/10/07 MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON OCTOBER 1<sup>st</sup> 2007**

The Planning Committee Chair, Cllr Mrs Patterson, presented the minutes of this meeting - copies of which had previously been sent to all Councillors.

**RESOLVED** that these minutes **and recommendations contained therein** be adopted.

*Please see attached for details of items discussed by the Planning Committee.*

**C6/10/07 PART ONE MINUTES OF F&GP COMMITTEE MEETING HELD ON OCTOBER 1<sup>st</sup> 2007**

The F&GP Committee Chair, Cllr I Potts, presented the Part One (public) minutes of this meeting - copies of which had previously been sent to all Councillors.

It was **AGREED** to defer nomination of three Members to represent ATC on the planned **Appleby Town Council / Appleby Chamber of Trade & Community Association (ACoTCA) "Town Website" Joint Working Party** (which Council were hoping to put together to facilitate the building of a new state of the art website for the town) until Cllr I Potts had sought the agreement of the ACoTCA.

**IP**

**RESOLVED** that these minutes **and recommendations contained therein** be adopted.

*Please see attached for details of items discussed by the Finance & General Purpose Committee.*

**C7/10/07 CUMBRIA-IN-BLOOM WORKING PARTY REPORT**

No report this month.

**C8/10/07 PUBLIC HALL WORKING PARTY REPORT**

Cllr Mrs Langan's report was received and noted.

**C9/10/07 PUBLIC TOILETS WORKING PARTY**

No report this month.

**C10/10/07 TOURIST INFORMATION CENTRE WORKING PARTY REPORT**

Cllr I Potts' and Cllr Budding's reports were received and noted. Minutes had been circulated for a Working Party meeting held on October 4.

**RESOLVED** that the Working Party should investigate the possibility of finding a commercial partner to either (a) work solely in the Exhibition Room or (b) use it as an additional selling area, then bring proposals back to the F&GP Committee for full discussion.

**TICWP**

**RESOLVED** that the Working Party look into the possibility of a management committee for the TIC in more detail and report back to the F&GP Committee for full discussion.

**TICWP**

**RESOLVED** that the Working Party arrange to visit and consult with Cockermouth TIC which is run by the Town Council, plus two privately run TIC's at Coniston and Broughton and report back to the F&GP Committee for full discussion.

**TICWP**

**RESOLVED** that the Working Party's proposed Council response to EDC plans to reduce the Town Council's grant towards the cost of operating Appleby's TIC be approved. The Clerk was asked to send the letter on Council's behalf. (*sent the next day*)

**Clerk**

*Mr Kevin Douglas left the meeting at 8.15pm*

**C11/10/07 COMMUNITY PLAN WORKING PARTY REPORT**

Cllr Budding's report was received and noted.

**RESOLVED** that the WP's proposed Council letter to Voluntary Action Cumbria (VAC) to apply for a grant to progress the Community Plan be approved. The Clerk was asked to send the letter on Council's behalf (*sent the next day*)

**Clerk**

**C12/10/07 CHARITABLE TRUST STATUS INVESTIGATION WORKING PARTY**

Cllr Budding's report was received and noted. A further meeting was due to be held on October 30<sup>th</sup>. The Clerk was asked to include an item in her **November 6<sup>th</sup> Planning Committee agenda** for an update re. buildings.

**Clerk**

**C13/10/07 APPLEBY ALLIANCE**

No report this month.

**C14/10/07 APPLEBY HERITAGE CENTRE**

Cllr Mrs Patterson's report was received and noted.

**C15/10/07 APPLEBY NEW FAIR JOINT COMMITTEE**

Cllr Mrs Langan's report was received and noted. Minutes of an ANFJC meeting held the previous day would be circulated in due course.

**C16/10/07 APPLEBY CEMETERY CHAPEL JOINT COMMITTEE**

Cllr Mrs Patterson's report was received and noted.

**C17/10/07 APPLEBY GRAMMAR SCHOOL FOUNDATION GOVERNORS**

No report this month.

**C18/10/07 ANY OTHER MEETINGS ATTENDED BY MEMBERS ON BEHALF OF THE COUNCIL**

Cllr Morgan's report regarding his attendance at the Annual Meeting of the Eden Association of Local Councils was received and noted.

Reports were received and noted from Cllr Duncan on :  
- a meeting re. new Health & Safety regulations and First Aid  
- a multi-agency community group emergency plan workshop

**C19/10/07 FINANCIAL REPORT**

The Responsible Financial Officer Cllr Budding's report was received and noted.

**C20/10/07 WORKING PARTY NOMINATIONS**

Council accepted Cllr Harland's resignation from the Cumbria in Bloom, Public Toilets and Town Enhancement Working Parties. The following Members were nominated to the **Cumbria in Bloom Working Party** : Cllr Mrs Anderton, Cllr Mrs Dempster and Cllr Duncan. The Deputy Mayor, Cllr Mrs Patterson, agreed to approach Appleby Gardening Society and it was agreed that local residents would be encouraged to join to increase working party numbers.

**DM**

**C21/10/07 MONTHLY ACCOUNTS**

**RESOLVED** that the Mayor be authorised to sign the attached two schedules for payment of monthly accounts (bills for TIC and bills & salaries for non-TIC) for **September** totalling **£3,078.59 for the T.I.C. and £7,499.57 non-T.I.C.**

**Mayor**

**C22/10/07      CORRESPONDENCE**

None outstanding.

**C23/10/07      TOWN CLERK'S REPORT**

The Clerk's report was received and noted.

**C24/10/07      EXCLUSION OF THE PRESS AND PUBLIC**

Members **RESOLVED** that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public would be excluded from the meeting at this point, since while the following items of business were discussed it was necessary to protect employees personal information (minute 25) and Moot Hall security (minute 26). *The press and public therefore left the meeting at this point.*

**C25/10/07      PART TWO MINUTES OF F&GP COMMITTEE MEETING HELD ON OCTOBER 1<sup>st</sup> 2007**

The F&GP Committee Chair, Cllr I Potts, presented the Part Two minutes of this meeting - copies of which had previously been sent to all Councillors. The Part Two minutes were not for publication outside the Council under the Public Bodies (Admission to Meetings) Act 1960. A signed pink confidential Part Two minute would be retained on file in the Clerk's Office for Councillors reference only.

**RESOLVED** that these minutes **and recommendations contained therein** be adopted.

**C26/10/07      COUNCIL BUILDINGS AND PROPERTY INSURANCE COVER**

**RESOLVED** that insurance for Council owned buildings be in line with new valuations, subject to discussions between the RFO and Cllr H Potts regarding VAT payable if a total rebuild of a listed building ever became necessary in a total loss scenario.

**RFO**

The Clerk was asked to add an item to Part Two of her **November 6 F&GP agenda** for further discussions regarding civic regalia valuations and their insurance implications.

**Clerk**

**C27/10/07      NEXT MEETING**

Members noted that the next **ordinary meeting of the Council** would be held on **Wednesday November 14<sup>th</sup> 2007 at 7pm** in the Moot Hall.

**ALL**

There being no further business, **the meeting closed at 9.35 pm.**