

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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APPLEBY TOWN COUNCIL MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON WEDNESDAY FEBRUARY 13th 2008 at 7.00pm

Present : Deputy Mayor Mrs C Patterson
Councillors Mrs D Anderton
[in alphabetical order] CK Duncan
F Harland
GI Holloway
Mrs E Langan
AK Morgan
J Pape
HR Potts
LH Thwaytes

Apologies : Mayor Cllr S Rooke
Councillor KJ Budding (*unpaid R.F.O.*)
A Connell
Mrs J Dempster
PR Elliott
I Potts

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.

C1/02/08 APOLOGIES FOR ABSENCE

In the Mayor's absence the Deputy Mayor, Cllr Mrs Patterson, took the chair. The Mayor & Mayoress had a previous engagement presenting awards at the Royal British Legion Poppy Appeal Awards Evening.

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

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

Police :

No members of the Police were present, but the Deputy Mayor read out a report from **PC Dave Mattinson**. In his report, PC Mattinson urged residents to report any incidents of youth disorder on the normal Police phone number of **0845 33 00 247** at the time of the incident, so that calls could be logged and used as evidence in order to gain funding for extra policing in the area or for establishing preventative measures. He felt that if an incident of youth disorder was reported at the time the Police stood a better chance of catching and dealing with those involved. (*Copies of the full Police Report are readily available upon request from the Town Clerk*).

County Council :

District Cllr Mrs Langan reported on behalf of County Cllr Mrs Warburton that :

- the street lights were now working, bar two which still needed to be repaired
- work on the zebra crossing would begin soon
- Chapel Street and Doomgate resurfacing work would also begin soon

Cllr Pape queried when work would begin on clearing drains blocked by contractors carrying out the recent town enhancements. District Cllr Mrs Langan would speak to County Cllr Mrs Warburton, who was pressing for this work to be completed.

District Council :

District Cllr Morgan reminded Members that EDC were undertaking a balancing the budget exercise, with wide-ranging reviews about to take place into services and their cost, but that EDC's budget for 2008-09 was set. The Assistant RFO, Mrs Longrigg, asked for assistance with chasing up EDC's interim TIC grant, now overdue. It was **AGREED** that Mrs Longrigg would invoice EDC for this if the RFO had not already done so.

ACTION

EL

ARFO

Members of the public :

A resident informed the Council that the Herald of January 26th had stated that Langwathby Parish Council planned to take out a loan in order to assist the Village Hall Committee with renovations. The resident asked if Appleby Town Council had considered this possibility in deciding how to raise money to do the necessary repairs and upgrading to its buildings ?

The Deputy Mayor replied that the Council had informally discussed in the past borrowing money and it was deemed the Council did not wish to go down that avenue at the present time.

The Mace was returned and the meeting resumed ...

C2/02/08 MINUTES OF ORDINARY COUNCIL MEETING ON JANUARY 9th 2008

RESOLVED that the Minutes of the ordinary meeting of the Council held on January 9th 2008 be signed by the Deputy Mayor as a true and accurate record.

DM

C3/02/08 DECLARATIONS OF INTEREST

Cllr Morgan declared a personal interest in agenda item 13 as a Member of the CALC Executive and also in other items as a Member of the Fair Hill Committee and of EDC.

C4/02/08 MAYOR'S REPORT & COUNCILLORS' QUESTIONS

The Mayor's report (read out in his absence by the Deputy Mayor) was received and noted. *(Copies of the Mayor's Report are readily available upon request from the Mayor or the Town Clerk).*

C5/02/08 MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON FEBRUARY 4th 2008

The Planning Committee Chair, Cllr Mrs Patterson, presented the minutes of this meeting - **copies of which had previously been published with the agenda for this Council meeting.**

Cllr Holloway explained that when he had said Chapel Street would be repaved he had meant resurfaced. No work was planned for pavements, but for the road surface and potholes. *(see minutes)*

Cllr Duncan had spoken to the gentleman at Morland who had taken the Appleby riverside seat (which had been dislodged during a flood) out of the river. It was **AGREED** that the Clerk would add this seat to her email to EDC to ask them to retrieve it. *(see minutes)*

Clerk

The Council's contractor had removed only one metal bench, which had been replaced onto its fixings. *(see minutes)*

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

C6/02/08 MINUTES OF THE F&GP COMMITTEE MEETING HELD ON FEBRUARY 4th 2008

The F&GP Committee Vice Chair, Cllr H Potts, presented the recommendations contained in minutes of this meeting - **copies of which had previously been published with the agenda for this Council meeting.**

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

C7/02/08 CUMBRIA-IN-BLOOM WORKING PARTY REPORT

Cllr Mrs Patterson reported she would be calling a meeting for **Tuesday February 26 at 7.30pm** in the Council Chamber of the Moot Hall **and urged all interested Councillors and Residents to attend.**

ALL

C8/02/08 PUBLIC HALL WORKING PARTY REPORT

Cllr Mrs Langan reported that a meeting with the Chamber of Trade re. their letter on possible Market Hall improvements had been held on January 25 and also explained the composition of the new **Upper Eden Alliance** which included Appleby and Kirkby Stephen. Cllr Mrs Langan gained approval from Council for the Chamber's proposed survey of residents regarding improvement ideas for the Market Hall and also reminded Members that the new lighting had now been installed by Council in the Market Arcade.

C9/02/08 PUBLIC TOILETS WORKING PARTY

Cllr Connell's report was read out in his absence by Cllr Duncan. The Working Party had met on 15th January. Concern had been expressed about the variable quality of cleaning of the toilets in the Market Hall Arcade, but the main discussion had been about how to advise the Council to respond to the letter received from Eden District Council. This was most disappointing because it again ignored the main point of previous correspondence from the Council about the need for reopening of the Shire Hall toilets, and it was clear that the Community and Economy Committee had not even seen the Council's correspondence. It was suggested that the Council might respond to EDC's invitation to provide topics for their Scrutiny Committee by placing the letter before the Scrutiny Committee. *(Copies of the full report are readily available upon request from the Town Clerk).*

C10/02/08 TOURIST INFORMATION CENTRE WORKING PARTY REPORT

No report this month.

C11/02/08 HEART OF EDEN COMMUNITY PLAN WORKING PARTY REPORT

No report this month.

C12/02/08 CHARITABLE TRUST STATUS INVESTIGATION WORKING PARTY

Cllr Mrs Patterson reminded Members that **Mr Carl Glynn** from **Voluntary Action Cumbria** would attend a meeting at **7.45pm on Monday March 3rd** (between the Planning and the F&GP Committee meetings) to discuss charitable trusts and answer Members' questions.

ALL

C13/02/08 APPLEBY HERITAGE CENTRE

Cllr Mrs Patterson reported that the Heritage Centre had been successful in their tender to restore a carriage from the Rhodesian railway which was owned by the National Railway Museum in York. This was a prestigious contract. They expected the carriage to arrive in Appleby the following week if everything went to plan and it would then need time to dry out before work could commence.

C14/02/08 APPLEBY NEW FAIR JOINT COMMITTEE (ANFJC)

Cllr Mrs Langan reported that a meeting had been held on February 5th and that minutes would be circulated once prepared. Working parties were doing well. The next meeting was due to be held on Tuesday April 1st.

Clerk

RESOLVED that **Cllr Holloway** be nominated to replace Cllr Budding on the **Appleby New Fair Joint Committee**. Cllr Budding was thanked for all his work on this Committee.

Clerk

RESOLVED that permission NOT be granted to use the Appleby Town Council **Coat of Arms** as part of a design for Fair-related items (notebooks, calendars, etc) for sale during the Fair, since the Fair is not an organised event over which the Town Council has any control. It has no role in managing the Fair or any of the activities which take place during Fair Week.

C15/02/08 APPLEBY CEMETERY CHAPEL JOINT COMMITTEE

No report this month.

C16/02/08 APPLEBY GRAMMAR SCHOOL FOUNDATION GOVERNORS

No report this month.

C17/02/08 APPLEBY CHAMBER OF TRADE & COMMUNITY ASSOCIATION

No report this month.

C18/02/08 ANY OTHER MEETINGS ATTENDED BY MEMBERS ON BEHALF OF THE COUNCIL

Cllr Mrs Langan reported she would be attending a meeting regarding **flood resilience** on Tuesday February 19 with Sarah Anderson and Mike Robinson from the Environment Agency. They would walk around the town and also give help in getting a team of people in place to deal with flooding. Cllr Harland asked Cllr Mrs Langan to add an item to her meeting to query whether the height of the less than six or seven feet flood wall at The Grapes would also be sufficient for any future flood wall along The Sands.

EL

Cllr Duncan had attended a **Cumbria Police Authority** meeting on January 29 and had minutes and figures available for interested Members.

C19/02/08 N.A.L.C. CONFERENCE

RESOLVED that a contribution of £100 be made towards Cllr Morgan's registration, travel and accommodation costs of possibly £645 for attendance at this year's NALC Conference in Eastbourne.

ARFO

C20/02/08 FINANCIAL REPORT

The Assistant Responsible Financial Officer's report (including this month's accounts) was received and noted. (Copies of this report are readily available upon request from the Town Clerk or RFO).

Queries were raised by Cllr Thwaytes regarding format and Cllr Morgan regarding engineering insurance and it was **AGREED** that these queries would be directed to the RFO upon his return. It was also **AGREED** that the accounts would be closed out the day before each Council meeting in order that reports could be emailed to Members to pre-read.

RFO

ARFO

C21/02/08 MONTHLY ACCOUNTS

RESOLVED that the Deputy Mayor be authorised to sign the attached two schedules for payment of monthly accounts (**bills for TIC and bills & salaries for non-TIC**) for **January** totalling **£2,640.83 for the TIC and £6,165.72 non-TIC**.

DM

C22/02/08 BULL RING

Members considered a response from the Appleby-in-Westmorland Society to the Council's request for its views on what should happen to the Bull Ring in order to protect it. **RESOLVED** that this letter be noted and the Society be thanked for its advice and informed that the Council would now be looking at ways to leave the Bull Ring in situ and try to avoid cars parking on it.

Clerk

This item was **deferred to the PLANNING COMMITTEE** and it was **AGREED** that Members would also canvass residents' opinions on methods of protecting the Bull Ring, such as raised planters (Cllr Morgan had provided a photographic example) or possibly including an information board showing the history of the bull ring.

Clerk

C23/02/08 EDC SCRUTINY COMMITTEE

Members considered their response EDC's request for nomination of topics for their Scrutiny Committee's April meeting. The Clerk was asked to reply and to nominate three potential topics :

Clerk

- the way that EDC consults and works with town and parish councils within the district
- the composition of EDC's Standards Committee
- the Council's letter of Feb 14 2008 regarding Appleby's Shire Hall Public Toilets (*Feb 4 Planning minutes, above*)

C24/02/08 GREATER INFLUENCE FOR LOCAL COUNCILS

Members considered their response to CALC's consultation paper and **AGREED** the response to include in each section of CALC's questionnaire. The Clerk was asked to submit it.

Clerk

RESOLVED that Cllrs Morgan and Duncan represent the Council at CALC's Conference on March 29 at Newton Rigg. **Any other Councillor who wished to attend would be most welcome.**

ALL

C25/02/08 LETTERS TO RESIDENTS

Members considered the RFO's draft letters of reply from the Council to three residents' questions asked at the January 9th Council meeting.

It was **AGREED** that the words STRUCTURAL SURVEY be replaced with PROPERTY CONDITION SURVEY in the letter to Mr Campbell.

It was **AGREED** that the word MAKE be replaced with the word MADE in the last para of the letter to Mrs Clowes.

RESOLVED that these two letters be amended and sent by the Clerk on the RFO's behalf.

Clerk

It was **AGREED** that the letter to Mr Coles should be held until the RFO returned from holiday, in order that more information could be obtained and that the amended text be approved by the F&GP Committee at their next meeting on March 3. The Clerk was asked to add an agenda item and to write to Mr Coles to explain the delay.

RFO

Clerk

It was also **AGREED** that the Clerk would place an item onto the next Council meeting agenda to consider whether to ask for all questions from the public for future Council meetings to be pre-notified if they wished for a response to be given at the meeting where the question was asked, in order to avoid delays. Long questions were already required to be in writing.

Clerk

C26/02/08 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED (FOR INFORMATION ONLY)

Two late items of correspondence had been received by the Clerk the day before the meeting ...

A letter from EDC consulting on dog control orders. It was **AGREED** that this should be dealt with by the Planning Committee at their March 3rd meeting in order that the consultation deadline could be met. The Clerk was asked to include an agenda item and to obtain further information for Members.

Clerk

A letter from a resident complaining about EDC's lack of litter control at last year's Fair and suggesting that posters be utilised showing the penalties for littering. It was **AGREED** that this should be forwarded to Cllr Mrs Langan as Chair of the ANFJC in order that it could be delegated to the appropriate Working Party for EDC to deal with. The Clerk would write to let the resident know this had been done.

EL

Clerk

C27/02/08 TOWN CLERK'S REPORT

The Clerk's report was received and noted. *(Copies of this report are readily available upon request from the Clerk).*

C28/02/08 NEXT MEETING

Members noted that the next **ordinary meeting of the Council** would be held on **Wednesday March 12th 2008 at 7pm** in the Moot Hall.

There being no further business, **the meeting closed at 8.55pm.**

ALL