

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Christine Payne: Town Clerk  
Telephone: 017683 51177  
Email : christine.payne@applebytown.org.uk



www.applebytown.org.uk

Town Clerk's Office  
Moot Hall - Boroughgate  
Appleby-in-Westmorland  
Cumbria - CA16 6XE

## APPLEBY TOWN COUNCIL MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON WEDNESDAY JUNE 11<sup>th</sup> 2008 at 7.00pm

Present : Mayor Cllr Mrs C Patterson  
Councillors Mrs D Anderton  
[in alphabetical order] KJ Budding  
A Connell  
Mrs J Dempster  
CK Duncan  
PR Elliott  
F Harland  
Mrs E Langan  
AK Morgan  
J Pape  
HR Potts  
S Rooke  
LH Thwaytes

Apologies : Deputy Mayor Cllr I Potts  
Councillor GI Holloway

*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.*

### C1/06/08 THE BOOGIE BABES

On behalf of the Council and of the Town, the Mayor presented a framed certificate to **The Boogie Babes**, offering warmest congratulations on their superb achievement in reaching the semi-final stage of the televised competition "**Britain's Got Talent**".

### C2/06/08 APOLOGIES FOR ABSENCE

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

### C3/06/08 MINUTES OF ORDINARY COUNCIL MEETING ON MAY 21<sup>st</sup> 2008

**RESOLVED** that the Minutes of the ordinary meeting of the Council held on May 21<sup>st</sup> 2008 be signed by the Mayor as a true and accurate record. The Clerk read out a message which had been received from Cllr Holloway, to ask that highways issues be reported via the **Highways Hotline number** listed in the minutes of **0845 609 6609**, rather than via the local telephone number mentioned.

### C4/06/08 DECLARATIONS OF INTEREST

None this month.

### C5/06/08 POLICE REPORT

The Mayor had received apologies from PC Dave Mattinson, due to the Fair.

### C6/06/08 COUNTY AND DISTRICT COUNCILLORS REPORTS

Cllr Morgan's report was received and noted.

Cllr Mrs Langan reported on behalf of County Cllr Mrs Warburton that a request had been received by CCC for three street lights by the dairy on Drawbriggs to be put out to save energy. Council felt any suggestion to reduce street lighting would effect public safety and asked Mrs Langan to report back to Mrs Warburton that **it was not in favour of any such suggestion.**

Cllr Mrs Langan's District Council report was received and noted. The Clerk was asked to add to an F&GP agenda for that committee to consider EDC costs breakdown for operation of public toilets in Appleby.

### ACTION

**Mayor**

**EL**

**Clerk**

**C7/06/08 QUESTIONS FROM ELECTORS**

A resident asked if the Town Council wished to support his claim against his business on The Sands being forced to close due to the road closures put in place by the new multi-agency strategic group overseeing the Fair. The Mayor asked for full details to be put into writing for consideration.

**C8/06/08 MAYOR'S REPORT AND COUNCILLORS' QUESTIONS**

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

**C9/06/08 MINUTES OF THE ANNUAL TOWN MEETING ON APRIL 21<sup>st</sup> 2008**

Minutes of the **Annual Town Meeting** held on April 21<sup>st</sup> were considered by Members, to determine any actions needed to address residents' concerns, in order to add any relevant items to an appropriate agenda if necessary (the minutes being approved for accuracy at next year's Town Meeting).

Cllr Elliott updated Members regarding post-town-enhancements work plans.

The Clerk was asked to contact EDC, to ask them to put the **Scattergate and Bongate posts & chains** repair and repainting into their budget programme so this work could be scheduled to be done in the near future.

The Clerk was asked to add to an F&GP agenda item for that committee to consider whether to ask EDC to adopt the lifebelts and maintain them in the future as owner of the riverbanks.

Clerk  
Clerk

**C10/06/08 MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON JUNE 2<sup>nd</sup> 2008**

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

Cllr Harland updated Members regarding his proposed response to **EDC's consultation on land use**, which was approved. Council thanked Cllr Harland for all his valuable work.

Cllr Mrs Patterson updated Members on a response received from EDC to ATC's enquiries regarding the current planning situation on **The Gate Hotel**. The Clerk was asked to respond to let EDC know that it had since been noticed that windows had been removed from the building and that it appeared to no longer be weatherproof.

Clerk

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

**C11/06/08 MINUTES OF THE F&GP COMMITTEE MEETING HELD ON JUNE 2<sup>nd</sup> 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.**

The Clerk was asked to add an agenda item for F&GP to consider membership of the new **Buildings Repairs Working Party**.

In line with an F&GP recommendation, Council further considered its **Calendar of Meetings** for the remainder of **2008-09** in relation to preparation of the monthly accounts by the RFO in time for Members to receive them before meetings in order to study them prior to approval.

**RESOLVED** that the **Finance Working Party** be granted **delegated authority** to address financial concerns.

**RESOLVED** that an urgent Grant Application submitted on behalf of a talented young athlete in Appleby by her UK Athletics Coach be granted £250 from the Dorothy Chapman fund.

Clerk

RFO

RFO

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

**C12/06/08 APPLEBY-IN-BLOOM WORKING PARTY REPORT**

**RESOLVED** that Cllr Elliott arrange for trees to be rescued from Fair Hill corner and stored prior to replanting in Appleby Parish, that the remaining posts be removed and that the grass be strimmed, with the invoiced cost then being reclaimed from EDC as Percy Fawcett funds along with AiB costs at year end.

PE  
RFO

**C13/06/08 PUBLIC HALL WORKING PARTY REPORT**

No report this month.

**C14/06/08 PUBLIC TOILETS WORKING PARTY REPORT**

**RESOLVED** to add to the first agenda for the new **Appleby Fair Community Forum** for that group to ask EDC's Chief Executive Mr Kevin Douglas to, now he had seen the Fair, ask his Council to reconsider its decision to close the Shire Hall public toilets, since they were clearly needed. Cllr Rooke reported that the toilets had now been cleaned and that the keys would be handed back to EDC the next day.

DA

**C15/06/08 TOURIST INFORMATION CENTRE WORKING PARTY REPORT**

No report this month.

**C16/06/08 HEART OF EDEN PARISH PLAN WORKING PARTY REPORT**

Cllr Budding's report was received and noted, including that the next meeting would be for the cluster group on 16 June to introduce the new Co-ordinator, followed by a meeting on 20 June for the Appleby group when survey results would be discussed. Cllrs Connell, Mrs Dempster and Mrs Anderton would also attend.

**C17/06/08 STAFFING COMMITTEE**

Cllr Mrs Patterson reported on a Staffing Committee Meeting held on June 9<sup>th</sup>. Minutes of this meeting were on Councillors' desks.

**C18/06/08 APPLEBY HERITAGE CENTRE**

No report this month.

**C19/06/08 APPLEBY NEW FAIR JOINT COMMITTEE (ANFJC)**

Cllr Mrs Patterson outlined her proposals for the new group to take over from the ANFJC as a community forum and scrutiny function and it was agreed that Cllr Mrs Langan would call a meeting in the near future.

**C20/06/08 APPLEBY CEMETERY CHAPEL JOINT COMMITTEE**

No report this month.

**C21/06/08 APPLEBY GRAMMAR SCHOOL FOUNDATION GOVERNORS**

No report this month.

**C22/06/08 APPLEBY CHAMBER OF TRADE & COMMUNITY ASSOCIATION**

No report this month.

**C23/06/08 ANY OTHER MEETINGS ATTENDED BY MEMBERS ON BEHALF OF THE COUNCIL**

Cllr Morgan reported on his attendance at the NALC conference, Cllr Budding on a meeting attended about the Parish Paths Initiative, Cllr Duncan on a Police meeting about tackling drugs week.

**C24/06/08 CUMBRIA HIGHWAYS LINK**

No report this month. As mentioned above, a message had been received from Cllr Holloway, to ask that highways issues be reported via the **Highways Hotline number of 0845 609 6609** listed in the minutes, rather than via the local telephone number mentioned.

**C25/06/08 ACCOUNTS AND ANNUAL RETURN FOR 2007-08**

**RESOLVED** that the Council's Accounts and Annual Return for 2007-08 be approved. The Mayor was duly authorised to sign them, together with the Clerk and the RFO, in readiness for submission to the Accountants nominated by the Audit Commission.

**C26/06/08 FINANCIAL REPORT**

The 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).*

**C27/06/08 MONTHLY ACCOUNTS**

**RESOLVED** that the Mayor be authorised to sign the attached schedule for payment of the monthly accounts (bills & salaries) for **May**, totalling **£46,877.52**. *(NOTE :- this figure comprised one cheque for £35,000 transferred to the Post Office account to maximise interest, plus £11,877.52 for bills & salaries for the month).*

**Mayor**

**C28/06/08 CORRESPONDENCE**

An email from Lee Dale, requesting that the **Action for Blind People Mobile Unit** visit Appleby on July 17 was considered by Members. **RESOLVED** that this visit be welcomed, provided the necessary permissions had been obtained from CCC, EDC and the Police.

**Clerk**

**C29/06/08      CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED (FOR INFORMATION ONLY)**

None outstanding.

**C30/06/08      TOWN CLERK'S REPORT**

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

**C31/06/08      PROPOSED FORMATION OF A CHARITABLE TRUST**

Members considered a proposal by Cllr Budding **that the Council accept in principle that all buildings in the Council's ownership and control be transferred to a Charitable Trust, that the Trust Deed now be completed and an application forwarded to the Charity Commissioners.**

Mr Carl Glynn attended the meeting to answer Members' questions and after much deliberation and discussion of such an important proposal it was **RESOLVED** by 8 votes to 6 **that this proposal be accepted.**

A **recorded vote** had been called for, with the following Members voting for the proposal :

Cllrs Elliott, Connell, Mrs Anderton, Budding, Rooke, Harland, Morgan, Mrs Patterson = 8

and these against :

Cllrs Mrs Langan, H Potts, Duncan, Mrs Dempster, Thwaytes, Pape = 6

**C32/06/08      EXCLUSION OF PRESS & PUBLIC**

**RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the press & public be excluded from the meeting during discussion of the following item of business, on the grounds that it involved the likely disclosure of exempt information as defined in Section 1 (2) of the Act.

**C33/06/08      REPLY FROM ONE OF THE COUNCIL'S SHOP TENANTS**

Members considered a reply from one of the Council's shop tenants to the RFO's letter regarding a recent rent review and the RFO was duly instructed. Details are not open to the public for reasons as stated above.

**RFO**

**C34/06/08      NEXT MEETING**

Members noted that the next ordinary meeting of the Council would be held on **Wednesday July 9<sup>th</sup> 2008** at 7pm in the Moot Hall.

There being no further business, **the meeting closed at 10.25pm.**