

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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DEVOLUTION OF SERVICES WORKING PARTY MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON MONDAY 27TH MARCH 2017 at 7.00pm

Present:

Cllr Connell (Chair)
Cllr Miss Hutchinson
Cllr Mrs Kendall
Cllr Pape (*Mayor ex officio*)
Cllr Rooke (*Deputy Mayor ex officio*)

Also in attendance:

Cllr Todd – Eden District Council
Cllr Mrs Greenwood – Eden District Council
Neil Buck – Eden District Council
Jane Langston – Eden District Council
Sonia Hutchinson – Cumbria Association of Local Councils

DS1/03/17 Apologies for Absence

Apologies for absence were received from Cllr Chalmers and Cllr H Potts respect of this meeting.

DS2/03/17 Declarations of Interest

Cllr Connell and Cllr Mrs Kendall declared a personal interest in relation to any items on the agenda that relate to Eden District Council (EDC).

DS3/03/17 Actions from Previous Minutes

The Clerk advised that the previous minutes had still to be drafted and that for the purpose of this meeting it was the intention to use the notes produced by CALC from the meeting on Monday 23rd January 2017 as the main focus of discussion.

DS4/03/17 Devolution of Services

It was agreed to work through the Council's list of previously submitted question and the responses received from EDC.

1. The Clerk reiterated that the lack of support in terms of funding for a Project Officer was already delaying the process and would continue to do so.
2. EDC has provided information regarding Penrith Town Council legal advice. The Clerk asked for it to be noted that it seemed unreasonable to expect the Council to incur costs for professional fees and legal advice when it was not the organisation wishing to transfer services.
3. EDC confirmed that the report approved by the Executive and full Council on Thursday 9th March 2017 stated their intention to withdraw funding for Market Arcade toilet from 1st April 2018. EDC confirmed that the works to refurbish the toilets have been instructed and will be funded at a cost of £8,734.93 for Market Arcade and £961.50 for Broadclose. It was agreed that the works should be undertaken after Horse Fair between mid-June 2017 and mid-July 2017 or wait until September 2017.
4. No further action required.
5. EDC advised that new counters have been ordered for both toilets and would be installed as soon as possible. The Council advised that it had received a quote for the installation of turnstiles of £8k per building. This would mean a cost of £16k which has not been included in this year's budget. EDC advised that it was unlikely to fund the installation of turnstiles and also cautioned that they have experienced some difficulties with specific manufacturers. The Clerk to advise EDC with regard to the name of the company who provided the quotation.
6. EDC advised that their legal team have stated that the documentation required to transfer an asset will very much depend upon the asset to be transfer.
7. No further action required.
8. EDC provided the Council with Schedule 10 (Service Information and Specification) Part 1 Building Cleaning together with Pricing Schedule 2 Building Cleaning.

ACTION

Clerk

Clerk

- 9. No further action required.
- 10. The Council confirmed that forward maintenance plans for all of the properties and land discussed.
- 11. EDC confirmed that funding for any services transferred would be on a sliding scale of 100% for the 1st year, 75% for the 2nd year, 50% for the 3rd year and 25% for the 4th and final year and this will be the same for any Town or Parish Council where assets or services are transferred.

Public Conveniences – The Clerk advised that she had been made aware of an issue with regard to the drainage blocking at Broad Street toilets. EDC advised that they were aware of the issue which is thought to be caused by a change in toilet paper.

Car Park – The Clerk stated that although some minor patch works had been completed she was of the opinion that the car park would need to be resurfaced in the next 5 years. There is evidence of cracking and the levels do not seem to be correct. In addition the coping stones on the wall are in poor condition with some broken and pointing required.

Riverside Shelters – EDC confirmed that they are aware of the need for action to complete the work to the shelters. There have been difficulties with the lead in time for materials. It is anticipated that they will be visually improved if not finished in the appropriate timescale.

Footway Lighting – The Clerk confirmed that cost information had been received for the 15 No. footway lights. It was suggested that energy efficient lamps should be fitted prior to any transfer taking place. EDC agreed to investigate whether this would be possible.

Amenity Grass Cutting – The Clerk advised that it may not be possible to transfer the service however detailed consideration of the information provided has yet to take place.

Play Areas – The Clerk advised that it was unlikely that the Council could improve on the cost of the current weekly inspection however she hoped that a group of volunteers can be established to look at fund raising for new play equipment. EDC confirmed that services such as the weekly inspections could be purchased from themselves if appropriate.

12. EDC confirmed that the electricity for the toilets is supplied by Npower and this is purchased via the County Council procurement team.

13. It was agreed that meetings should be arranged with key contractors and suppliers to understand the process going forward.

14. The Transfer of Undertakings (Protection of Employment) Regulation 1981 (TUPE) will apply to least the transfer of the toilet process. The Council advised that they will need to take HR and legal advice during the process.

15. EDC advised that it was their intention not to collect special expenses from 1st April 2018.

16. No further action required. In addition to the services and assets currently being discussed they would be interested in discussing taking over the management of the Saturday Market.

The Clerk advised that the Council had received representation for a group of young people requesting a Skate Park. It is believed that EDC were involved in discussion when this was considered several years ago. It was agreed that the Clerk would contact Neil Buck who would see if any historic information could be found.

Jane Langston
Clerk

Neil Buck

Clerk

ALL

DS5/03/17 Councillors' Reports and items for future agendas

There were no Councillors' reports or items for future agendas raised in respect of this meeting.

DS6/04/17 Date of the Next Meeting

No date was set for the next meeting to allow due consideration to be given to the information received to date.

There being no further business, the meeting closed at 8.30pm.

AT THE PLANNING AND GENERAL PURPOSE COMMITTEE MEETING ON: **MONDAY 10TH APRIL 2017**

THE WORKING PARTY CHAIRMAN WAS AUTHORISED BY THE COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR BEING A TRUE AND ACCURATE RECORD:

