

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Appleby-in-Westmorland  
Cumbria  
CA16 6YB

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## Annual Report 2015 – 2016

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## 1. Councillors

### 1.1. Election May 2015

There was no vote in the **Appleby Ward** as there were only seven nominations for the eight available seats. The results of the uncontested election for the Appleby Ward are as follows:

Blair, Alison Beatrice	47 Glebe Road, Appleby-in-Westmorland, CA16 6RT
Chalmers, James Robert	Eden Dale, Garth Heads Road, Appleby, Cumbria, CA16 6TW
Dougherty, Mark	5 Midfield Mews, Appleby, Cumbria, CA16 6SE
Kendall, Valerie	7 St. Anne's, Boroughgate, Appleby-in-Westmorland, CA16 6XP
Morgan, Alan Keith	The Old Brewery, Doomgate, Appleby-in-Westmorland, Cumbria, CA16 6RB
Pape, John	Long Cast Cottage, 12A High Wiend, Appleby-in-Westmorland, Cumbria, CA16 6RD
Rooke, Stanley	22 Boroughgate, Appleby-in-Westmorland, Cumbria, CA16 6XB

There was a vote for the **Bongate Ward** as there were nine nominations for the eight available seats. The result was as follows:

Anderton Dot	Hangingshaw Farm, Roman Road, Appleby-in-Westmorland, Cumbria, CA16 6JH	393
Connell Andrew Nicholas	11 Mill Hill, Appleby-in-Westmorland, Cumbria, CA16 6UR	536
Dempster Joyce Kennedy	Low House Cottage, Wharton, Kirkby Stephen, Cumbria, CA17 4LQ	116
Dixon-Dougherty Jillian Briony	5 Midfield Mews, Appleby, Cumbria, CA16 6SE	205
Hayes Gareth	2 Keith Grove, Appleby-in-Westmorland, CA16 6XR	230
Hutchinson Sally Ann	33 Pembroke Street, Appleby, Cumbria, CA16 6UA	240
Potts Frederick James	33 Rivington Park, Appleby-in-Westmorland	374
Potts Hugh Richard	4 The Sands, Bondgate, Appleby-in-Westmorland, Cumbria, CA16 6XP	288
Smith Colin Steve	Aspland House, Battlebarrow, Appleby-in-Westmorland, Cumbria, CA16 6XT	293

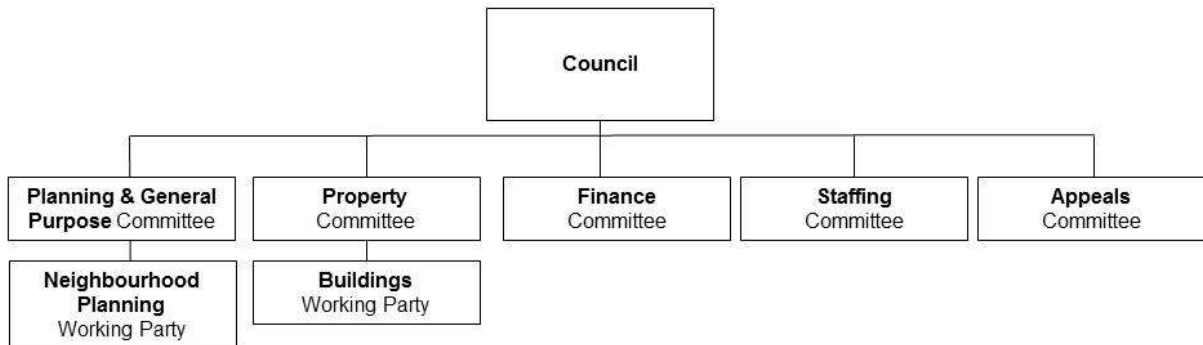
## 1.2 Councillors Contact Details

<p>Councillor Mrs D (<b>Dot</b>) <b>Anderton</b> <i>(Bongate Ward)</i> Hanging Shaw Farm, Roman Road APPLEBY-IN-WESTMORLAND CA16 6JH Telephone: 017683 <b>52389</b> hangingshawfarm@btinternet.com</p>	<p>Councillor Ms A (<b>Alison</b>) <b>Blair</b> <i>(Appleby Ward)</i> 47 Glebe Road APPLEBY-IN-WESTMORLAND CA16 6RT Telephone: 017683 <b>52243</b> ablair119@btinternet.com</p>
<p>Councillor A (<b>Andy</b>) <b>Connell</b> <i>(Bongate Ward)</i> 11 Mill Hill APPLEBY-IN-WESTMORLAND CA16 6UR Telephone: 017683 <b>51847</b> andrewconnell@hotmail.com</p>	<p>Councillor J R (<b>Jim</b>) <b>Chalmers</b> <i>(Appleby Ward)</i> Eden Dale Garths Head Road APPLEBY-IN-WESTMORLAND CA16 6TW Telephone: <b>07793 315145</b> killiekrankie@aol.com</p>
<p>Councillor Mrs J (<b>Jilly</b>) <b>Dixon-Dougherty</b> <i>(Bongate Ward)</i> 5 Midfield Mews APPLEBY-IN –WESTMORLAND CA16 6SE missjillybdixon@googlemail.com</p>	<p>Councillor M (<b>Mark</b>) <b>Dougherty</b> <i>(Appleby Ward)</i> 5 Midfield Mews APPLEBY-IN-WESTMORLAND CA16 6SE markdoc1969@gmail.com</p>
<p>Councillor G (<b>Gareth</b>) <b>Hayes</b> <i>(Bongate Ward)</i> 2 Keith Grove The Sands APPLEBY-IN-WESTMORLAND CA16 6XR Telephone: <b>07837 027421</b> drgarethhayes@hotmail.com</p>	<p>Cllr Mrs V (<b>Valerie</b>) <b>Kendall</b> <i>(Appleby Ward)</i> 7 St Anne's, Boroughgate APPLEBY-IN-WESTMORLAND CA16 6XQ Telephone: 017683 <b>53159</b> vkendall@live.co.uk</p>
<p>Councillor Miss S (<b>Sally</b>) <b>Hutchinson</b> <i>(Bongate Ward)</i> 33 Pembroke Street, APPLEBY-IN-WESTMORLAND CA16 6UA Telephone: 017683 <b>52971</b> sally.hutchinson33.sh@gmail.com</p>	<p>Councillor A K (<b>Keith</b>) <b>Morgan</b> <i>(Appleby Ward)</i> The Old Brewery, Doomgate APPLEBY-IN-WESTMORLAND CA16 6RB Telephone: 017683 <b>52210</b> cllr.keith@gmail.com</p>
<p>Councillor F (<b>Freddie</b>) <b>Potts</b> <i>(Bongate Ward)</i> 33 Rivington Park APPLEBY-IN-WESTMORLAND CA16 6UE Telephone: 07966541952 fredpotts3@aol.com</p>	<p>Councillor J A (<b>John</b>) <b>Pape</b> <i>(Appleby Ward)</i> 12a High Wiend APPLEBY-IN-WESTMORLAND CA16 6RD Telephone: 017683 <b>52148</b> jpangler@btinternet.com <i>(one Appleby seat vacant)</i></p>
<p>Councillor H R (<b>Hugh</b>) <b>Potts</b> <i>(Bongate Ward)</i> 4 The Sands APPLEBY-IN-WESTMORLAND CA16 6XP Telephone: 017683 <b>51544</b> annepotts@btconnect.com</p>	<p>Cllr S (<b>Stan</b>) <b>Rooke</b> <i>(Appleby Ward)</i> 22 Boroughgate APPLEBY-IN-WESTMORLAND CA16 6XB Telephone: 017683 <b>52864</b> r.rooke@btopenworld.com</p>
<p>Councillor C S (<b>Colin</b>) <b>Smith</b> <i>(Bongate Ward)</i> Aspland House Battlebarrow APPLEBY-IN-WESTMORLAND CA16 6XT Telephone: 017683 <b>53187</b> colin.citizen@googlemail.com</p>	<p><i>(one seat vacant Appleby Ward)</i></p>

## 1.3 Council Structure



### Appleby-in-Westmorland Town Council Structure



March 2016



### Appleby-in-Westmorland Town Council Committee Membership

Finance	Planning & General Purpose	Property	Staffing	Appeals
Cllr Mrs Anderton	Cllr Ms Blair (Deputy Mayor Ex Officio)	Cllr Mrs Anderton (Chair)	Cllr Mrs Anderton (Vice Chair)	Cllr Mrs Dixon – Dougherty
Cllr Ms Blair (Deputy Mayor Ex Officio)	Cllr Chalmers	Cllr Ms Blair (Deputy Mayor Ex Officio)	Cllr Ms Blair	Cllr Pape
Cllr Chalmers	Cllr Connell (Chair)	Cllr Connell	Cllr Connell	Cllr H Potts
Cllr Mrs Dixon – Dougherty (Vice-Chair)	Cllr Dougherty	Cllr Dougherty (Vice Chair)	Cllr Miss Hutchinson (Chair)	
Cllr Mrs Kendall	Cllr Hayes	Cllr Mrs Kendall	Cllr Rooke	
Cllr Morgan (Chair)	Cllr Miss Hutchinson (Vice Chair)	Cllr Morgan		
Cllr Pape	Cllr H Potts (Mayor Ex Officio)	Cllr Pape		
Cllr F Potts	Cllr Rooke	Cllr F Potts		
Cllr H Potts (Mayor Ex Officio)	Cllr Smith	Cllr H Potts (Mayor Ex Officio)		

March 2016



## Appleby-in-Westmorland Town Council

### Working Party Membership

#### Working Parties that Report to the Planning & General Purpose Committee

##### Neighbourhood Planning

Cllr Chalmers  
Cllr Connell  
Cllr Morgan  
Cllr Pape  
Cllr H Potts

#### Working Parties that Report to the Property Committee

##### Buildings

Cllr Dougherty  
Cllr Mrs Kendall  
Cllr Morgan  
Cllr F Potts

**Notes:** Working parties will be formed and dissolved to deliver a specific task or project as and when required.

March 2016



## Appleby-in-Westmorland Town Council

### Outside Body Membership

AGE CONCERN APPLEBY	- Cllr Potts
APPLEBY CHAMBER OF TRADE	- Cllr Morgan
APPLEBY COMMUNITY ACTING TOGETHER	- Cllr Miss Hutchinson
APPLEBY COMMUNITY SPORTS HALL MANAGEMENT COMMITTEE	
	- Cllr Connell, Cllr F Potts
APPLEBY COMMUNITY FLOOD RESILIENCE GROUP	- Cllr Chalmers, Cllr F Potts
APPLEBY GRAMMAR SCHOOL FOUNDATION GOVERNORS	- Cllr Mrs Anderton
APPLEBY TOWN BAND	- Cllr Pape, Cllr H Potts ( <i>ex officio as Mayor</i> )
APPLEBY TRAINING & HERITAGE CENTRE	- Cllr Hayes
EDEN ASSOCIATION OF LOCAL COUNCILS	- Cllr Morgan, Cllr Mrs Kendall
EDEN COMMUNITY OUTDOORS	- Cllr Mrs Dixon-Dougherty
HANNAH KENNINGTON CHARITY	- Cllr Mrs Dixon-Dougherty, Cllr Potts, Cllr Rooke
HEART OF EDEN DEVELOPMENT TRUST	- Cllr Morgan, Cllr Mrs Kendall
INGRAM DAWSON CHARITY	- Cllr Ms Blair, Cllr Morgan, Cllr Pape

March 2016

## 1.4 Attendance

April 2015 to March 2016

Name	Council Meetings (15 Meetings)	Finance (11 Meetings)	Planning & General Purpose (11 Meetings)	Property (8 Meetings)	Staffing (2 Meetings)
Cllr Mrs Anderton	87%	91%		88%	100%
Cllr Ms Blair	87%	100%	100%	100%	100%
Cllr Chalmers	80%	45%	64%		
Cllr Connell	93%		91%	100%	100%
Cllr Mrs Dixon-Dougherty	87%	82%			
Cllr Dougherty	80%		82%	88%	
Cllr Hayes	50%		73%		
Cllr Miss Hutchinson	67%		91%		100%
Cllr Mrs Kendall	87%	55%		50%	
Cllr Morgan	53%	82%		75%	
Cllr Pape	93%	100%		100%	
Cllr F Potts	60%	55%		75%	
Cllr H Potts	93%	55%	64%	75%	
Cllr Rooke	93%		91%		100%
Cllr Smith	93%		73%		

## 1.5 Mayor Elect 2016 – 2017

At the meeting of the Council held in Wednesday 23rd March 2016 Cllr Pape thanked Cllr H Potts on behalf of the Council for his time as Mayor and asked him if he wished to continue for the next civic year. Cllr H Potts replied that whilst he had enjoyed his time as Mayor, even though at times it had been quite challenging, he did not wish to continue.

Cllr H Potts proposed that following his long service on the Council Cllr Pape should be Mayor and Cllr Mrs Anderton seconded the proposal and this was unanimously agreed. It was **RESOLVED** that Cllr Pape be Mayor Elect. Cllr Pape thanked the Council for their support and said that he was looking forward to being Mayor.

## 2. Mayoral Activities

Cllr H Potts and the Mayoress attended a number of events during the civic year, including:

- Annual Meeting of Appleby Town Council on Wednesday 13th May 2015
- Mayor's Civic Service on Sunday 17th May 2015
- Annual Meeting of Kendal Town Council on Thursday 21<sup>st</sup> May 2015
- Eden District Scouts AGM on Tuesday 30th June 2015
- St Anne's Garden Party on Sunday 5th July 2015
- Mayor's Dinner on Friday 10th July 2015
- Appleby Town Carnival and Sports on Saturday 11th July 2015
- Mayor's Coffee Morning on Saturday 18th July 2015
- Appleby Agricultural Show on Saturday 15th August 2015

- Westmorland County Show on Thursday 10<sup>th</sup> September 2015
- Heritage Weekend on Saturday 12<sup>th</sup> & Sunday 13<sup>th</sup> September 2015
- Mayor's Civic Reception on Thursday 19<sup>th</sup> November 2015 for the Football and Cricket Clubs
- Appointment of Mr Peter Jones as his sword bearer
- Remembrance Parade and Service on Sunday 8<sup>th</sup> November 2015
- Sparkle Day on Saturday 28<sup>th</sup> November 2015
- Hosting a visit by His Royal Highness Prince Charles on Monday 21<sup>st</sup> December 2015
- Mayor's Annual Senior Citizens lunch on Thursday 3<sup>rd</sup> March 2016
- Cumberland and Westmorland Federation of Women's Institute Northern Show on Saturday 12<sup>th</sup> March 2016
- Commonwealth Day Ceremony on Monday 14<sup>th</sup> March 2016
- Royal British Legion Poppy Collection Prize Giving on Tuesday 12<sup>th</sup> April 2016
- Appleby Rotary Club annual Dinner on Friday 22<sup>nd</sup> April 2016

### 3. Council Administration

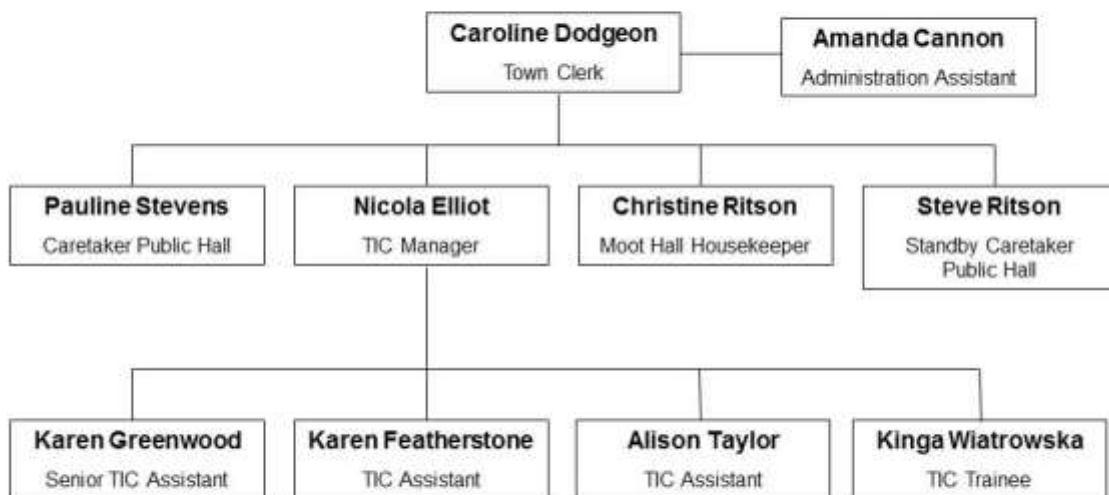
#### 3.1. Starters and Leavers

Starters	Leavers
Amanda Cannon : Administration Assistant January 2016	Megan Whitfield: Administration Assistant January 2016
Kinga Wiatrowska : TIC Trainee March 2016	

#### 3.2 Organogram



### Appleby in Westmorland Town Council Organisational Structure





### 3.3 Training

Training courses completed in the year include:

- CALC Councillor Training Course was attended by all Councillors (excluding: Cllr Pape & Cllr F Potts) on 15<sup>th</sup> June 2015.
- Eden District Council Planning Training Course was attended by Cllr Morgan, Cllr Mrs Kendall, Cllr Miss Hutchinson, Cllr Dougherty, Cllr Connell, Cllr Chalmers and Cllr Ms Blair, on 30<sup>th</sup> June 2015.
- Society for the Protection of Ancient Buildings Building Condition Survey Training Day was attended by Cllr Morgan, Cllr Mrs Kendall and Cllr Connell on 21<sup>st</sup> July 2015.
- Local Council Award Scheme was attended by Cllr Morgan and the Town Clerk on 18<sup>th</sup> November 2015.

### 3.4 Correspondence

Type of Correspondence:	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Booking	24	26	23	30	55	39	44	47	23	39	17	13
Correspondence	173	124	138	302	169	195	227	184	156	155	310	329
Finance	82	84	96	90	75	110	88	91	44	93	77	52
Information	23	80	56	43	50	48	28	43	101	47	2	0
Planning	34	12	11	18	20	16	18	22	11	16	6	4
	<b>336</b>	<b>327</b>	<b>324</b>	<b>485</b>	<b>369</b>	<b>408</b>	<b>405</b>	<b>387</b>	<b>335</b>	<b>350</b>	<b>412</b>	<b>398</b>
<b>Total of each Month:</b>												
Emails:	275	248	247	365	297	321	325	304	278	254	354	318
Letters:	61	79	77	120	72	87	80	83	57	72	58	80
Received:	211	199	208	262	218	253	248	241	243	229	256	282
Sent:	125	128	116	223	151	155	157	146	92	121	156	116

## 4. Council Activities

### 4.1. Events

**“LiberTeas” on Sunday 14<sup>th</sup> June 2015** to commemorate the octocentenary of Magna Carta the Moot Hall was open from 2-3 pm for a presentation by Cllr Rooke, with an introduction by Cllr Connell.

**Armed Forces Day on Saturday 27<sup>th</sup> June 2015** a brief ceremony was held outside the Moot Hall at 11am to mark Armed Forces Day.

**Victory over Japan Day (VJ Day) on Friday 14<sup>th</sup> August 2015** a brief ceremony outside the Moot Hall at 11am to commemorate the event.

**Heritage Open Days on Saturday 12<sup>th</sup> and Sunday 13<sup>th</sup> September 2015** the Council Chamber in the Moot Hall was open as part of a national festival celebrating England’s local history. Over the two days there were a total of nearly 90 visitors who were given a tour of the Chamber by Councillors. Approximately 20% of those who visited the Chamber were local people with the rest coming from all over the country, Scandinavia and the furthest from Ontario in Canada.

**Clean for the Queen event on Sunday 13<sup>th</sup> March 2016** Appleby Rotarians, with support from uniformed organisations, Appleby Smarter the Town Council and many other good people, carried out a litter sweep on Sunday, 13 March.

**Commonwealth Day: Monday 14<sup>th</sup> March 2016** a brief ceremony was held outside the Moot Hall attended by the Mayor, with pupils from Appleby Grammar School reading the affirmation supported by pupils from Appleby Primary School.

## **4.2 Planning Committee**

### **4.2.1 Applications**

The Council was consulted and considered 49 planning applications in the year.

### **4.2.2 Centre 67**

Following information received from Eden Community Outdoors that they could no longer operate Centre 67 and if a suitable alternative community group or charity could not be found to take over the management of the centre the intention was to sell the building. In July 2015 began the process of applying to Eden District Council as an asset of community value. The application was successful which means that should building be put up for sale in the future the community has a six month period to come up with a business plan and fund to keep it in community use. The Oaklea Trust is now managing the centre which has been renamed The Appleby Hub.

### **4.2.3 Missing Doomgate Sign**

The sign went missing over the weekend of 8<sup>th</sup> and 9<sup>th</sup> August 2015 and despite considerable media coverage and a poster campaign at the time the sign was not returned. The sign is a unique design in cast metal which includes the town's crest and an estimate of £500 has been received for the purchase of a replacement. The Council offered a £50 reward for the safe return of the sign in October 2015. It has not been returned.

### **4.2.4 Community Report: Appleby in 2015**

The Community Report: Appleby in 2015 was published in August 2015. The Report included the feedback received as a result of the Community Questionnaire. The Questionnaire gave the community a chance to have their say over a range of topics that hopefully will help shape future priorities and services.

### **4.2.5 Local Delivery of Services**

In August 2015 the Council agreed to participate in a pilot scheme to discuss the local delivery of services with Eden District Council. A meeting took place in February 2016 and further information is awaited from Eden District Council.

### **4.2.6 Neighbourhood Development Plan**

Work continues to progress the Neighbourhood Development Plan. A public meeting was held on Wednesday 25<sup>th</sup> November 2015 to explain what the plan is and how the process will work. Following the meeting a number of people volunteered to be part of the Steering Group that will develop the plan. Unfortunately due the flooding in December 2015 the first meeting of the Steering group is yet to take place. It is hoped that this meeting will be arranged before the end of May 2016.

### **4.2.7 Edenside Residential Home**

Following numerous requests directed at Cumbria County Council for information about the future of Edenside Residential Home the Council together with the Cumberland and Westmorland Herald have launched a campaign to "Bring Edenside Home". The residents were evacuated following Storm Desmond and are currently being cared for in Greengarth in Penrith. Some 3 months after the floods no work had been undertaken to dry out or repair the building and the anxiety of residents, their families and the wider community mounted. The Herald has launched a paper petition and the Council an online petition to demonstrate the strength of feeling within the community that the residents should be allowed to return to their home. In April 2016 the Council submitted an application to Eden District Council to register the building as an asset of community value. Despite considerable pressure for the County Council to make a decision, concerns continue to rise and the campaign goes on.

### **4.2.8 In Memory of Alice Palmer**

Partly by her bequest and partly through the generosity of her family, Appleby has a new seat on the riverbank and will soon have new trees in Coronation Park in memory of Alice Palmer who contributed so much to the town.

### **4.3 Property Committee**

#### **4.3.1 Fair Hill**

Access improvement works were undertaken in April 2015. Works included the relocation and installation of a pedestrian access gate and levelling of the hardstanding.

#### **4.3.2 Market Arcade**

New lighting was installed in Market Arcade in October 2015.

Unit 3 Market Arcade was vacated in late November 2015. Following the flooding in early December 2015 the Council were delighted to be able to offer the premises to The Salon whose premises had been flooded. The Salon was able to move back to their original premises in Low Wiend in early April 2016. Unit 3 is currently being advertised with sealed bids to be received no later than 12 noon on Friday 29<sup>th</sup> April 2016.

#### **4.3.3 Moot Hall**

The Exhibition Centre is temporarily home to Appleby Travel, whose premises were damaged by water when the fire brigade tackled the blaze in Boroughgate on Thursday 4<sup>th</sup> February 2016. They hope to be able to move back to their premises by the end of April 2016.

Following a visit to the Moot Hall Darren Ratcliffe of Historic England was concerned about the condition of the building especially the damp penetration of the gable end wall. He also visited a number of other historic buildings in the town and advised that either the conservation area or specific buildings within it should be listed as heritage at risk. This could assist with the securing of external funding.

#### **4.3.4 Public Hall**

Considerable work has been undertaken to improve the Public Hall, these works include the:

- replacement of the stage curtains, wings and back drop together with the window curtains in the main hall, supper room and changing rooms.
- installation of new lighting in the Supper Room
- replacement of all the windows with UPVC double glazed units
- purchase of 200 new chairs following a successful application to Eden District Council's Community Fund. The old chairs have been given free of charge to other local community groups.

#### **4.3.5 West Cloisters**

In May 2015 the works to repair the damage caused the building by the tractor and the resulting insurance claim was completed. New tenants were secured in July 2015 and works to improve the access to the building was completed in September 2015 by opening the inner door. The new tenants Inside Outside moved in September 2015.

The building was flooded on Saturday 5<sup>th</sup> December 2015. The repairs to the building which included a new floor, new wooden panelling and electrics were completed in late January 2016 and the tenants have now moved back in. The cost of the repairs is the subject of a claim on the Council's insurance.

#### **4.3.6 East Cloisters**

PFK re opened on Thursday 17<sup>th</sup> December 2016 having undertaken the necessary repair works themselves. Invoices were forwarded to ourselves for works to the building itself and this was agreed with the loss adjustor.

#### **4.3.7 Other Property**

The Bus Shelter on The Sands was washed away during the floods and has since been replaced by Shelter Solutions Ltd. Damage to the car park area at Jubilee Bridge has been repaired via Appleby Smarter,

Community Payback and donations from FS Potts and Son and Story Homes. Damage to Fair Hill road and path way will be repaired by the donations of time and materials from the gypsy / traveller community.

## 5. Flooding

### **Storm Desmond: Saturday 5th December 2015**

Appleby flooded for the first time this winter on Saturday 5th December 2015 when 340mm of rain fell in a 24 hour period. The Sands was the first to flood at approx 9am in the morning. Over 5ft of water entered some of the properties on The Sands. The flood waters continued to rise throughout the day and by early evening the flood defences, which have protected the town since their installation in the 1970's, were over topped and large parts of the town flooded, including Bridge Street, Chapel Street, Low Wiend and Boroughgate. In addition the inability of the drainage systems to cope with the high levels of surface water meant that parts of Doomgate, High Wiend and Holme Street also flooded. The town's two electricity sub stations were flooded and large areas of the town including many properties not affected by the flooding were without electricity for up to 5 days. St Lawrence's Bridge, the main route into the town was closed and remained so until Monday 12th December 2015, effectively cutting the town in two and severely restricting access.

A total of 174 properties were flooded in the town, including 60% of the town's businesses. Many of the town's community venues were also flooded including St Lawrence's Church, Methodist Chapel, the Bowling Club, Cricket Club, Football Club, Squash Club, Scout Hut, Brownie and Guide Hut,

### **Storm Eve: Tuesday 22nd December 2015**

The Sands flooded for a second time at approx. 4pm on Tuesday 22<sup>nd</sup> December 2016 with some buildings having 2ft of water enter the property. No new properties were affected.

### **Saturday 26th December 2015**

The road at The Sands flooded at approx. 8pm. It is not thought that any properties were flooded at this time.

### **Storm Frank: Wednesday 30th December 2015**

The road at The Sands flooded. It is not thought that any properties were flooded at this time.

### **Storm Gertrude: Friday 29th January 2016**

The road at The Sands flooded. It is not thought that any properties were flooded at this time.

Whilst the main issues and damage occurred during Storm Desmond it is important to note that the community has endured a prolonged period of anxiety and uncertainty as a result of the length of time the wet weather and flooding occurred.

It was immediately clear following Storm Desmond that the community was in shock. When the Town Clerk was able to access the town at 2pm on Sunday 6<sup>th</sup> December 2016 there was still water in Low Wiend and Mountain Rescue teams were evacuating the residents of Edenside Care Home by boat. There was no electricity in the town. The following day the Town Council opened the Moot Hall, installed a generator and started trying to contact the authorities for information and assistance. It is fair to say that during the following 10 days information from the lead authorities was difficult to obtain.

St Lawrence's, Jubilee and Holme Farm Bridges were closed restricting access to the town, the only access using unclassified flooded roads either via Colby or Warcop. The Town Council lobbied Ministers of State, the Local MP and Cumbria County Council for the provision of a shuttle bus service to reunited the two sides of the town. This was achieved on Friday 11<sup>th</sup> December 2015 and ran free of charge every hour between 9am – 5pm until the St Lawrence's bridge was re-opened to traffic at 4pm on Monday 14<sup>th</sup> December 2016. During the period when the bridge was closed little progress was able to be made in clearing the flooded properties.

Electricity was restored to the centre of the town on Tuesday 8<sup>th</sup> December 2016 although other areas remain without electricity to the end of the week. The Town Council was approached by a number of volunteers who wished to open the Public Hall to receive and distribute donation as well as providing hot food and drinks. This operated from Tuesday 8<sup>th</sup> December until Sunday 20<sup>th</sup> December 2016. Donations of food, water, clothing, cooking equipment, bedding and cleaning products were received from all over the country. This was entirely managed by volunteers and achieved through the use of social media. The volunteers also provided hot food, soup and drink to anyone, not just those who had been flooded but also those working in the town that were assisting with the clear up.

Once the urgent needs of the community were being met and more information was forthcoming from other authorities the Town Council became the focal point for information and assistance. Authorities and agencies used the Tourist Information Centre as a meeting point and to leave information and the community relied on the information and advice provided.

The Town Council has incurred additional expenditure that it had not budgeted for to enable it to best support the community and help facilitate the town's recovery. The main areas of support include:

- Opening of the Tourist Information Centre from 9.30am - 5pm weekdays throughout December 2015 and January 2016 (normal winter hours 10am - 2pm).
- Increasing staff levels in the Tourist Information Centre from December 2015 - March 2016 from 1 to 2.
- The use of the Public Hall by volunteers for the receiving and distributing of donations and provision of hot food and drinks from Tuesday 8<sup>th</sup> December 2015 - Sunday 20<sup>th</sup> December 2015.
- The use of the Public Hall for united Church Services in December 2015.
- The use of the Public Hall by the Duke of Lancaster's Regiment as accommodation on 24<sup>th</sup> and 25<sup>th</sup> December 2015.
- Attending multi agency Eden flood Recovery Group meetings in Penrith initially weekly and then fortnightly.
- The use of the Public Hall by volunteers to hold drop in coffee and chat sessions from: Monday 4<sup>th</sup> January 2016 - Thursday 31<sup>st</sup> March 2016.
- The use of the Public Hall to hold a Community Flood Resilience and Information Day on Monday 22<sup>nd</sup> February 2016.
- The use of the Public Hall to hold a public Multi Agency Post Flood Meeting on Monday 29<sup>th</sup> February 2016.

The amount of additional expenditure is yet to be calculated however it is hoped that these costs will be covered via a grant to the Cumbria Community Foundation. Eden District Council has provided £1,500 towards costs.

## 6. Finance

### 6.1 Precept 2016-2017

The estimated CTRS for 2016 – 2017 was £3,348 the confirmed amount is **£3,053**.

Precept value 2016 – 2017 of **£72,659**

Total value of £75,712

The Council Tax Base for 2016 – 2017 is **1053.03**

Giving a Band D precept of **£69** – no increase since 2014

Calculation: £72,659 divided by 1053.03 = £69.

## 6.2 Balance Sheet at 31st March 2016

	2016	2015
<b>Long Term Assets</b>		
Cumberland Account	70,293	0
<b>Current Assets</b>		
Barclays Accounts	13,409	72,410
TIC Stock	8,204	9,097
VAT Liability	2,778	3,320
Debtors	1,900	697
Prepayments	2,675	8,299
Petty Cash	127	67
	<u>29,092</u>	<u>93,890</u>
<b>Current Liabilities</b>		
Creditors	5,482	2,721
	<u>5,482</u>	<u>2,721</u>
<b>Current Assets less Current Liabilities</b>	<u>23,610</u>	<u>91,169</u>
<b>Total Assets</b>	<b>93,903</b>	<b>91,169</b>
<b>Capital &amp; Reserves</b>		
Reserves	91,169	73,691
P & L Account	2,734	17,478
	<b>93,903</b>	<b>91,169</b>

## 6.3 Profit and Loss Summary at 31st March 2016

	2016	2015
<b>Income</b>		
Precept	71,924	69,740
Council Tax Reduction Scheme	5,511	5,772
Recycling	1,400	1,400
Other income	49,822	3,985
Fair Hill	3,450	5,927
Rent	18,106	18,452
Interest	337	56
	<u>150,550</u>	<u>105,332</u>
TIC	26,832	22,984
Public Hall	17,038	11,881
Administration & Property	103,946	52,989
	<u>147,816</u>	<u>87,854</u>
<b>P &amp; L Account</b>	<b>2,734</b>	<b>17,478</b>

## 6.4 Town Council Charity Accounts 2015 – 2016

### 6.4.1 Charity of Mrs Hannah Kennington (Deceased) 503022

Opening Balance (01/04/2015):	£20,508
Income:	£728
Expenditure:	£2,000
<b>Closing Balance (31/03/2016):</b>	<b>£19,236</b>
<b>Capital Investment Value (05/10/2015)</b>	<b>£10,353</b>

Trustees: Cllr Mrs Dixon – Dougherty, Cllr H Potts, Cllr Rooke

### 6.4.2 The Ingram Dawson Legacy 215561

Opening Balance (01/04/2015):	£10,985
Income:	£421
Expenditure:	£250
<b>Closing Balance (31/03/2016):</b>	<b>£11,156</b>
<b>Capital Investment Value (05/10/2015)</b>	<b>£6,556</b>

Trustees: Cllr Mrs Anderton, Cllr Ms Blair, Cllr Pape

### 6.4.3 Dorothy Chapman

Opening Balance (01/04/2015):	£2,644
Income:	£39
Expenditure:	£350
<b>Closing Balance (31/03/2016):</b>	<b>£2,333</b>

Signatories: Cllr Mrs Anderton & Cllr Pape

### 6.4.4 573 Bus Service

Opening Balance (01/04/2015):	£2,470
Income:	£2,157
Expenditure:	£1,500
<b>Closing Balance (31/03/2016):</b>	<b>£3,127</b>

Signatories: Cllr Connell & Cllr Mrs Kendall

### 6.4.5 Grants Awarded 2015 – 2016

July 2015	Appleby Chamber of Trade	Contribution towards Appleby Smarter material	£250
July 2015	Appleby Carnival and Sports	Contribution towards Carnival	£500
October 2015	Appleby Archaeology	Conservation of collared urn	£100
November 2015	Appleby Community Acting Together	Contribution towards Christmas Lights	£2,000
November 2015	St Lawrence's PCC	Heart of Eden Newsletter	£650
January 2016	Great North Air Ambulance	Donation	£100
January 2016	Eden TimeBank	Contribution towards promotion	£250
January 2016	1st Appleby Scouts	Contribution towards Scout Hut refurbishment	£2,000

## 6.5 Appleby Flood Relief Fund

Opening Balance (01/04/2015):	£0
Income:	£16,777
Expenditure:	£0
<b>Closing Balance (31/03/2016):</b>	<b>£16,777</b>

Trustees: Cllr Rooke, Cllr Chalmers, Revd. Sarah Lunn, Mr John Tillotson, Mrs Liz Harrison, Mrs Jenny Banks