

**Notes of the Appleby Fair Multi-Agency Strategic Co-ordinating Group
held on Friday 26 January 2024
Microsoft Teams**

Agenda

Attendance: Steph Cordon, Westmorland & Furness Council (Chair);
Daniel StQuintin, Cumbria Constabulary;
Nick Wright, Westmorland & Furness Council;
John Everingham, Westmorland & Furness Council;
John Banks, Westmorland & Furness Council Highways;
Neil Buck, Westmorland & Furness Council;
Richard Batham, Highways England;
Rob Melloy, RSPCA;
Emma Brass, Westmorland & Furness Council;
Councillor Phil Dew, Westmorland & Furness Council;
Mo Bibby, Cumbria Constabulary;
Neil Graham, Cumbria Constabulary;
Steve Wilde, Westmorland & Furness Council;
Laura McClellan, Westmorland & Furness Council Highways;
Bill Lloyd, Gypsy & Traveller Representative;
Alec Swatton, Westmorland & Furness Council

1. Apologies

Leanne Plumtree, RSPCA;
Lee Skelton, Cumbria Constabulary;
Sue Gilbertson, Appleby Town Council;
Cllr Graham Simpkins, Westmorland & Furness Council;
Cllr John Murray, Westmorland & Furness Council;
Peter Kavanagh, Cumbria Fire and Rescue;
Louise Biggs, Westmorland & Furness Council;
Billy Welch, Gypsy & Traveller Representative

2. Minutes of MASCG held on held on 20 November 2023

These were agreed as a true record.

3. Update on ORS Report

Steph explained that she had received a draft copy of the ORS External Consultants report in September, and a final version of the report was expected to be received by the end of January. The report would be discussed at the next MASCG meeting, and circulated beforehand.

4. Progress on Learning Lessons Report

Steph provided an update on the Learning Lessons Report, and noted that a draft version of the report would be complete in time for a discussion at the next MASCG meeting. As part of the update, a brief overview of what elements the report would consider was provided, including the following recommendations and themes.

Steph confirmed that she would circulate the draft report in advance of the next MASCG meeting.

5. Operational Working Group Update

Nick Wright confirmed that the Operational Working Group had last met on 15 January and invited workstream leads to give an update on each area.

Highways: Laura McClellan noted that the Traffic Management Plan will likely be ready in time for the next MASCG and that the bunding between Kirkby Stephen and Winton had been installed.

Community/Parish Engagement and Encampment: Emma Brass explained that she would be attending Murton PC meeting next week, at the request of the Parish Council. Her team have been to Burrows Road End and identified piece of land which may help regarding encampments and were making further enquires.

Phil Dew reiterated that alternative sites and stopping places to encourage people not to stop on the side of the A685 were required. This needed sites to be identified and support provided to landowners for any provision during the duration of their occupation and for any clear up after the event. Equally, the incidents of anti-social behaviour which impacted on Kirkby Stephen in particular should look to be mitigated for future years.

Bill Lloyd suggested the possibility of using the Brough Hill Fair Site, currently owned by the Ministry of Defence, to try and resolve the difficulties in Kirkby Stephen and transit sites. The site would be big enough to accommodate upwards of 100 trailers, Bill explained, and he was confident that there would be a transition across to the new site. Steph would meet with Bill, Nick Wright and Daniel StQuintin outside of MASCG to discuss this possibility separately.

Licensing: Steve Wilde explained that the target date for the licensing report was the beginning of April, and would include all licensed premises and takeaways that would operate during the fair. Steve provided an overview of Appleby premises licenses and provided an update regarding each premises. Steve noted that the Pub Watch meeting had to be cancelled due to flooding in the Appleby area and had been rescheduled for the 8 February. Phil Dew asked that alternative provision to the existing premises selling alcohol in Kirkby Stephen to be investigated before and during the Fair. A suggestion was the provision of a mobile bar out of the town centre which would lessen the impact on the town. This option to be investigated further as part of looking for alternative sites to the side of the A685.

South Lakeland Issues: Sue Warner informed MASCG that a Planning Application had been submitted to YDNPA for a change of use for Scroggs Bank, and this would be covered during the time of the fair. Sue also noted that community engagement team would be setting up a new RESPECT meeting.

Communications: John Everingham noted that the communications team was currently working on the Communications and Engagement plan for the 2024 fair, which he would like to have ready in time for the next MASCG meeting.

John also advised that work was ongoing to transition the website to in-house and council managed. The team is currently building a newer version of the website, with a switch to the newer version to happen in around two weeks time. Licensing site on website will be updated, reach out to stakeholders to confirm. Will get in touch with EH about EH sections.

6. Any Other Business

a) Emergency Contacts

Steph send a list around the group to ensure that everyone's contact details were up to date, so we will know who to contact in the event of an emergency.

b) Daily MASCG's in run up to 2024 Fair

Steph explained that from 28 May, she was hoping that MASCG would meet daily in the run up to the 2024 Fair. These meetings would be hybrid, and based from Appleby Library during the fair itself.

7. Confirm Date of Next Meeting

The next meeting will be held on Tuesday 20 February at 3.00pm via Teams.