

Appleby Fair Multi-Agency Strategic Co-ordinating Group
27 February 2026, 13:00
Microsoft Teams

Minutes

In Attendance:

Daniel St Quintin, Cumbria Constabulary (Chair)
John Banks, Westmorland and Furness Council
Neil Buck, Westmorland & Furness Council
Cllr Adrian White, Westmorland & Furness Council
Mo Bibby, Cumbria Constabulary
Bill Lloyd, Gypsy and Traveller Representative
Peter Kavanagh, Cumbria Fire and Rescue Service
Cllr Lorna Baker, Westmorland and Furness Council
Ruth Coates, Cumbria Constabulary
Jessica Sargeant, Westmorland and Furness Council;
Caroline Suart, North West Ambulance Service;
Nicholas Griggs, North West Ambulance Service;
Martina Rodrigues, National Highways;
Cllr Graham Simpkins, Westmorland & Furness Council
Sue Warner, Westmorland and Furness Council
Sue Gilbertson, Appleby Town Council.
Steph Cordon, Westmorland & Furness Council
Kellie Bradburn-Sims, Westmorland and Furness Council
Paul Goddard, North West Ambulance Service;
Lyndsey Taylor, RSPCA
Richard Scoffham, Westmorland & Furness Council
Dawn Stobbart, Westmorland & Furness Council
Kerrie Spurr, Westmorland & Furness Council (minutes)

1. Apologies

Apologies received from:

- Eleanor Chiverton, Environment Agency
- Laura McClellan, Westmorland & Furness Council
- Emma Brass, Westmorland and Furness Council
- Fiona Stewart, Environment Agency
- Jan Wharton, North Cumbria Integrated Care
- Leanne Plumtree, RSPCA
- Neil Aitkin, Cumbria Fire and Rescue Service
- Owen McCarney, Cumbria Fire and Rescue Service
- Steph Hadwin, Cumbria Constabulary

2. Welcome and Introductions

- Steph Cordon introduced her new Personal Assistant, Kerrie Spurr, who would be minuting the meetings going forward and would be responsible for the scheduling of the MASCG meetings.

3. Minutes of MASCG held on 23 January 2026

- Agreed as true and accurate.
- One amendment to be made: Sue Warner listed against Appleby Town Council to be replaced by Sue Gilbertson.

ACTION – Kerrie Spurr to amend previous minutes.

4. Operational Working Group Update

- See attached [appendix one](#), the MASCG Operational Working Group Report from the meeting on 9th February 2026.
- Update given by Kellie Bradburn Sims on behalf of Laura McClellan WFC Highways Manager for Eden.
- Progress was being made with the TRO, the consultation on the proposed changes have been issued via email to our statutory consultees, a notice will be in the paper on Saturday 28th February and will be displayed on site over the next couple of days, along with letter drops.
- The working group have requested details of the Officer who has taken over the admin support role for MASCG, please could you confirm.

ACTION – Kerrie Spurr to respond to Laura McClellan on her new appointment.

- A query was raised on behalf of Laura McClellan – WFC Highways Lead, with regards to the email sent out for the consultation on the proposed changes of the TRO, and if these needs to also be sent to all Representatives on MASCG, please could you confirm.

ACTION – Steph to confirm if the consultation on the proposed changes of the TRO, needs to be sent to all Representatives on MASCG.

5. Agency Updates

The following significant updates from agencies were raised:

Cumbria Police – Dan St Quintin:

- A command structure change was raised and would be discussed with Steph Cordon following the meeting.
- A potential solution for comms had been found and would be discussed with Richard Scoffham following the meeting.
- There were said to be no major issues and staffing for the event was beginning to take shape.
- Cumbria Police had been interviewed by HMIC around SAGS. HMIC had enquired as to why there had been no SAGS raised for Appleby Fair. The complexities of the event had been explained and this explanation had satisfied the HMIC representative.
- W&FC had also been approached by an inspection team from HMIC. Emma Brass and Steph Cordon had met with HMIC and the outcomes of the meeting had been very positive. HMIC had been impressed with the level of partnership work in place to ensure the safety and success of Appleby Fair. Steph Cordon had asked HMIC for their input on improvements going forward, particularly around comms.

RSPCA – Lyndsey Taylor:

- Nothing to raise at this stage.

North West Ambulance Service – Nicolas Griggs:

- Nothing to raise at this stage.

North Cumbria Integrated Care - Rebecca Anderson:

- The team had been working hard to ensure the right people had the correct point of contact for their specific needs.

Cumbria Fire and Rescue Service – Peter Kavanagh:

- No update at this stage.

Westmorland and Furness Council – Steph Cordon:

- A date for the workshop to finalise the strategic plan had been agreed for 6th March 2026.
- Emergency planning arrangements were said to have been followed up.
- An update was given on Station Road in Appleby which had been problematic in 2025. Barrett homes had been due to commence works on site in Dec 2025 however, this had been delayed. A letter had been issued to Barret Homes stating that the council did not expect a repeat of last years issues. With this in mind the developers had been asked what measures were in place to avoid repeated problems. The council would like to be in a position to assure community representatives that this site will not be vulnerable in 2026.
- Richard Scoffham requested a copy of the letter sent to Barrett Homes.

ACTION – Kerrie Spurr to send a copy the letter sent to Barrett Homes to Richard Scoffham.

Westmorland and Furness Council – Neil Buck:

- Neil had requested the latest information regarding Broad Close car park which was due to be closed until April 2026, when it would be converted into a pumping station.
- It was reported that Laura McClellan from Traffic management was aware of plans for the car park. At the Eden side, barriers would be added and in addition to this, boulders would be added to the small piece of land by the footbridge, as they were last year.

National Highways – Martina Rodrigues:

- An update had been sent re: land availability and the team were currently looking to action this.

Appleby Town Council – Sue Gilbertson:

- Approximately 14-15 car parking spaces had been lost at the Leisure Centre, due to the siting of a compound. There would therefore not be as many parking spaces to offer residents. However, it was hoped this would not be an issue due to more available parking outside of homes in 2026.
- On Sunday 31st May there were plans for a street theatre to celebrate the 350th anniversary of Lady Cliffords death. This would take place between 3.00-4.00pm, in the market square. Concerns were raised around a further increase in numbers in the town which would already be at capacity with visitors and horses.

ACTION – Steph Cordon to look into the above.

6. Communications and Engagement Update – John Everingham/Neil Graham

- There had been no media enquiries as of yet.
- John flagged police live facial recognition which would be used at the fair.
- Bill Lloyd had sent enquiries to Laura McClellan about access to the library, asking to confirm that there had been no changes on the 685.
- It was requested that street closure information be communicated to fair goers in addition to residents.

ACTION - Once the press office approves the communication to fair goers, please inform Bill.

7. Any Other Business

- It was asked if the workshop would still take place on 6th March. Steph Cordon confirmed that the workshop would take place.




8. Date and Time of Next Meeting – Friday 27 March 2026 (13:00 – 15:00) Appleby Public Hall, Boroughate, Appleby, Cumbria, CA16 6YB

For those involved with risk assessments, a multiagency risk assessment meeting will be held on Friday 27 March 2026 (9:30-12:00) Appleby Public Hall, Boroughate, Appleby, Cumbria, CA16 6YB

**Appleby Horse Fair Multi-agency Steering Group,
Operational Subgroup Report 9/2/2026**

1) Key 2026 deliverables for the sub-group

Code	Deliverable	Deadline	RAG
1a	Review transit sites in advance of 2026 Fair	Mar 26	↑
1b	Review and agree the traffic management strategy within budget.	Mar 26	↑
1c	Review and agree encampment strategy in line with authority protocols and relevant legislation.	Apr 26	↑
1d	Agree operating conditions as per licences with pubs, takeaways and off licences within the areas impacted by the fair including Sedbergh, Appleby and Kirkby Stephen and surrounding rural areas	Apr 26	↑
1f	Engage and work with National Highways on A66 bypass plans.	Ongoing	↑
1g	Support MASCG to review the Appleby Fair Strategy 2024 – 2027 as appropriate.	Apr 26	↑
1h	Review comms strategy considering messaging, media and two-way communications around online reporting.	Apr 26	↑
1i	Consider our approach to mitigating the sale of counterfeit goods	Apr 26	↑

Key	Direction of Travel		RAG rating
↑	Rating is increasing and the current RAG Rating is expected to increase in the near future.		Successful delivery highly likely.
→	Performance is stable and the current RAG Rating is expected to remain the same in the near future.		Successful delivery appears to be possible
↓	Rating is declining and the current RAG Rating is expected to reduce in the near future.		Successful delivery appears to be unachievable.

2) Monthly Activity by area

What has been delivered in the last month	What is planned for the next month
<p>Highways - LM</p> <ul style="list-style-type: none"> Progressing with TRO development Traffic Management Plan nearing completion. 	<p>Highways</p> <ul style="list-style-type: none"> Meeting with Police w/c 9 Feb to discuss additionality on Salt Tip Corner. TROs to be advertised in coming weeks and tabled at Eden Locality Board in April. TRO changes include off street parking order for Appleby Library Car Park and Residents only parking being developed for Burrells and parts of Appleby.
<p>Parish Engagement / Encampment- EB / RKS</p> <ul style="list-style-type: none"> Member hosted drop in at Appleby Library on 28 January. Well attended with 9 residents in attendance – 6 of whom, from Burrells, raised a number of local issues. Many issues known by authorities with mitigations being considered. Response being formulated for residents. 	<p>Parish Engagement / Encampment</p> <ul style="list-style-type: none"> Next drop in planned for Kirkby Stephen Library on 16 Feb between 4pm and 5pm.
<p>Licensing – JS</p> <ul style="list-style-type: none"> Seeking to commence discussions regarding travelling man bar. 	<p>Licensing</p> <ul style="list-style-type: none"> Continuing engagement with vendors and licensees.
<p>Trading Standards – CH</p> <ul style="list-style-type: none"> Initial meeting held with Insp Sarah Hodinkson (Cumbria Police) Anti-Counterfeit Group (ACG) and Intellectual Property Office (IPO) have agreed to support Trading Standards again this year. 	<p>Trading Standards</p> <ul style="list-style-type: none"> Meeting to be arranged with ACG and IPO to start planning enforcement work on the market fields. Start engagement with Brand Holders. Start drafting operational order.
<p>South Lakeland – AA</p>	<p>South Lakeland</p>
<p>Communications – JE / NG</p> <ul style="list-style-type: none"> AHF website alterations continue. 	<p>Communications</p> <ul style="list-style-type: none"> Review and update of the AHF website to align with the 2026 fair.
<p>Police – MB / RW</p> <ul style="list-style-type: none"> Enquiries about potential additional local parking has begun. 	<p>Police – MB / RW</p> <ul style="list-style-type: none"> Planning for phase 1 and 2 continues.

3) Key Risks

Description	Deliverable
Lack of Parking within Appleby Town Centre	<p>There are a variety of parking areas within Appleby that will be closed for next years fair. These include Broad Close Car Park (EA works), Holme Fair (Bridge is structurally unsound) and Appleby Grammer School (School is having large sale building works).</p> <p>Parking for cars and tethering places (with associated timeline) for horses to be considered as part of the 2026 Traffic Management Plan.</p>
Encampment	Possibility of losing some tolerated stopping places. Need to identify adequate stopping places.
A685 encampment	Areas of high risk have been bunded removing the potential for encampments, however area should continue to be monitored for future years.
Settled community tensions	Engagement to continue considering the role of the elected Members on the MASCG as community representatives.
A66 Northern Trans-Pennine Project	Engage with National Highways to mitigate impacts during the construction phase of the project. (now involved with MASCG and OWG)
Concurrent Events	Identify any events that are taking place locally and will impact safety during any phase of the fair.
Lack of licensed provisions during phase one	Identify solutions to mitigate issues due to limited licensed provisions during phase one.
Burrells and Powis as an encampment pressure point	To be specifically considered as part of encampment planning.

4) **Requests and Key points to note**

For decision	For Information / Discussion	For action
	<ul style="list-style-type: none"> • As requested at MASCG (23 Jan) a revised plan for parking and tethering places (with associated timeline) for horses to be considered as part of the 2026 Traffic Management Plan. • This issue will form part of the priority problems and issues being targeted using Local Focus Hub methodology to retain learning. As with other issues, a workstream lead has been identified (LM) to lead the sub group. • Barratt Homes to be contacted by WFC LFH Officer, having gained contact details from ATC, regarding ensuring that the Barratt Homes site on Station Road is secure and their leaseholders are aware of their obligations. • A process to support residents parking at the Leisure Centre to be firmed up alongside Appleby Town Council. 	

Appleby Fair Multi-Agency Strategic Co-ordinating Group
27 February 2026,
Action Points

Key	
Yellow	Ongoing
Green	Completed

ACTION	ASSIGNED TO	STATUS	UPDATE
One amendment to be made to previous minutes: Sue Warner listed against Appleby Town Council to be replaced by Sue Gilbertson.	Kerrie Spurr		Complete
The working group have requested details of the Officer who has taken over the admin support role for MASCG, please could you confirm.	Kerrie Spurr		Complete
Please confirm if the consultation on the proposed changes of the TRO, needs to be sent to all Representatives on MASCG.	Steph Cordon		Complete
Richard Scoffham requested a copy of the letter sent to Barrett Homes.	Kerrie Spurr		Complete
On Sunday 31 st May there were plans for a street theatre to celebrate the 350 th anniversary of Lady Cliffords death. This would take place between 3.00-4.00pm, in the market square. Concerns were raised around a further increase in numbers in the town which would already be at capacity with visitors and horses.	Steph Cordon		Complete
Once the press office approves the communication to fair goers, please inform Bill.	Tbc		