

Cockermouth Town Council

11 September 2019

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held in the Council Chamber, Town Hall, Cockermouth **Wednesday 18 September 2019 at 7.00 pm** for the purpose of the under-mentioned business.

Please let me know if you are unable to attend.

All welcome.

Yours sincerely



Sheila Brown

1. **Apologies for absence**
2. **To authorise the Mayor to sign as a correct record the minutes of the last meeting held on 21 August 2019 (pages 1-5)**
3. **To authorise the Mayor to sign as a correct record the minutes of the Special Planning Meeting held on 5 September 2019 (pages 6-7)**
4. **Declaration of Interest** – Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the code of conduct.
5. **Mayors Announcements** – The Mayor will announce the events she has attended since the last meeting.
6. **Police Report** – To receive a report from Cumbria Constabulary
7. **Public Participation**
 - a) To answer any questions from members of the public in accordance with the Summary of Public Rights
 - b) To receive a petition from a member of the public in accordance with the Summary of Public Rights
8. **Planning Matters**
 - a) To make recommendations upon the planning applications outlined on the schedule (**page 8**)
 - b) To note the contents of TPO No 6 of 2019, Radura, 3 Holmewood Gardens (**pages 9-16**)
 - c) To comment upon an application for tree works, 65 Gote Road (**pages 17-**



Town Hall, Market Street
Cockermouth
Cumbria CA13 9NP

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Website:
www.cockermouth.org

Town Clerk
Sheila Brown



Joint Winners
Council of Europe Year 2000
Europe Prize

Previous Awards
Plaque of Honour, Flag of Honour
European Diploma



Twin Town
Marvejols, France



A Fairtrade Town

21)

- d) To comment upon an application for tree works, The Fitz, Fitz Road (**pages 22-28**)
- e) To comment upon an application for tree works, South Lodge, Simonscales Lane (**pages 29-35**)

9. Financial Matters

- a) To agree the attached schedule of payments (**pages 36-37**)

10. Correspondence

- a) To note the contents of a letter from the Civic Trust regarding their 'Walk of Pride'; (**page 38**)
- b) To note the contents of the CALC Newsletter (**pages 39-44**)

11. Clerks Report – To consider the content of the Clerk's report (**pages 45-46**)

12. Tree Planting – To receive a presentation from Neville Ellstone, Cumbria Woodlands

13. Neighbourhood Development Plan – To receive a presentation from Simon Sharp, Planning and Building Control Manager, Allerdale Borough Council regarding Neighbourhood Development Plans

14. Bus Service – To discuss the introduction of the new bus service from Strawberry Grange

Press and Public Welcome

Minutes of a Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Thursday 21 August 2019 at 7.00 pm

Present: Councillor J Laidlow (Mayor)
Councillor G Bennion
Councillor A Kennon
Councillor C Smith
Councillor A Smith
Councillor A Tyson
Councillor R Watson

Apologies for absence were received from Councillors Barnes, Burns, Malloy, Nicholson & Semple

Also Present: 1 member of the public, 4 youths who participated in the Youth Exchange to Marvejols & a member of the Press

48 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last meeting held on 18 July 2019.

49 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last special planning meeting held on 1 August 2019.

50 Declaration of Interest

Councillor A Smith declared a personal interest in all planning applications due to being a member of the Development Panel.

Councillor A Tyson declared a personal interest in planning applications FUL/2019/0189 & ADV/2019/0012 due to being a member of the Development Panel.

51 Mayor's Announcements

The Mayor had attended the following events since the last meeting:-

Broughton Carnival
Allerdale's Civic Service
Cream Tea at the Fitz in aid of Age UK
Opened new Lidl Store

52 Police Report

The police report was circulated to members prior to the meeting.

The Police had sent their apologies.

Town Clerk to find out if officers had spoken to Mr Petrie regarding anti-social behaviour in Bellbrigg Park and if officers were patrolling the area on a regular basis.

53 Public Participation

Mr Cornwall asked the following question:-

'What preparations are in hand for the celebration of the 250th Anniversary of William Wordsworth's birth in Cockermouth in April 1770 and how are the celebrations being co-ordinated?'

The Town Clerk replied as follows:-

I contacted the National Trust on 12 October 2018 regarding plans for the event.

I was informed that following events were being considered:-

Exhibition at Wordsworth House The Child is Father of the Man

A programme of events and talks on site to complement the 2020 Exhibition

Partnership working with museum colleagues across the Lake District

Outreach talks to groups and schools

A poet in residence who will work across North Lakes, creating installations in the outdoor and indoor spaces inspired by Wordsworth 250

A literary festival in Cockermouth focusing on nature writing and poetry in conjunction with Words by the Water and the local community for March/April 2020

A Wordsworth town trail created with poetry installed at key places around Cockermouth associated with Wordsworth

All of the above were subject to funding and human resource.

An update had been requested and would be circulated to those present when received.

54 Planning Matters

FUL/2019/0183

Change of use and alterations to create 4 no. residential units at upper level plus new build extension over existing car park to create a further 3 no. residential units

1 HSBC Bank, Main Street, Cockermouth

Recommended – Refusal design of roof on extension out of character with the conservation area and lack of car parking.

ADV/2019/0013

Advertisement consent to install 2 new window name signs, new shop fascia sign & services provided sign

50 Main Street

Recommended – Approval

HOU/2019/0169

Single storey rear extension

11 Kirkfell Avenue

Recommended – Approval

FUL/2019/0189

Re-submission of applications 2/2018/0472 for the replacement of 6 no. softwood external doors and frames

Horsman Court, Horsman Street

Recommended - Approval

FUL/2019/0186

Sub-division of the unit and part change of use from bank to A2 hot food takeaway including external alterations

23, Station Street

Recommended – Refusal quality of signage not in keeping with Conservation Area Design Guide.

ADV/2019/0012

Advertisement consent for 4 x flags, 1 x fascia, 1 x visitor sign, 1 x show home sign, 3 x V boards including splash signs and 1 set of stainless steel effect letters

Land off Strawberry How Road, Cockermouth

Recommended – Refusal, overdevelopment

55 Schedule of Payments

Resolved – That the schedule of payments in the sum of £11,807.61 be formally approved for payment.

56 Correspondence

56a Calc Newsletter

Agreed – That the contents of the July/August 2019 circular be noted.

56b Tree Lights

Those present considered a request from the Chamber of Trade regarding keeping the white LED lights on in the trees for the whole of January and February 2020.

Resolved – That the request be refused due to the Town Council declaring a Climate Change Emergency.

57 Clerks Report

Agreed - That the content of the report be noted.

58 Youth Exchange

Four of the nine participants who took part in the recent Youth Exchange to Marvejols gave a detailed presentation regarding their wonderful experience.

They thanked the Town Council for the opportunity.

Agreed – That the contents of the presentation be noted.

59 CCTV

The Police and Crime Commissioner, Peter McCall announced that he had identified some grant funding towards the cost of the initial purchase of cctv cameras which integrated with the Constabulary monitoring network.

In order for the placement of CCTV cameras to be legal and justified, the

Constabulary had to ensure that any application to expand the existing network conformed with the Surveillance Commissioners Code of Conduct and the justification for placement of any additional cameras was both open and transparent. An assessment would be made as to whether any request for additional CCTV coverage was justified and necessary.

The closing date for applications was 30 September 2019.

An initial meeting with local officers proved disheartening, low levels of crime in the area may make justification for funding difficult.

Resolved – That the Town Clerk requests crime statistics to support our application.

60 Use of the Memorial Gardens for Taste Cumbria

Further to minute number 39e (2019/20), the Events Manager from Allerdale Borough Council submitted additional information regarding the usage of the gardens for a hot food picnic area, beer tent, stage and children's activities during Taste Cumbria in September 2019.

A revised site plan was circulated.

The issue was discussed at length. Members asked a number of questions regarding the new layout, ground re-instatement, plan B in case of poor weather, security, stewarding, generator usage, emergency access, use of single use plastic and noise.

Resolved – That Allerdale Borough Council be allowed to use the Memorial Gardens for Taste Cumbria subject to ground re-instatement.

The meeting closed at 8.55pm

Minutes of a special planning meeting of Cockermouth Town Council held in the Upstairs Council Chamber, Town Hall, Cockermouth on Thursday 5 September 2019 at 7.00pm

Members

I Burns

S Barnes
A Kennon
A Tyson

G Bennion
A Semple
R Watson

Apologies: J Laidlow, D Malloy, S Nicholson, A Smith & C Smith

61 Declaration of Interest

Councillors Tyson & Semple declared a personal interest in all planning applications due to being either a member of the Development Panel or a substitute member of the Development Panel.

62 Public Participation

There was none.

63 Planning Applications

The following application was considered due to time constraints:

FUL/2019/0128 (amended plans)

Highfield

Recommended – approval

The following applications were considered at the meeting:-

FUL/2019/0107

Change of use from office space to beauty salon

5B Lakeland Business Park

Recommended – Approval

HOU/2019/0176

Re-submission of application HOU/2018/0233 for the demolition of single storey rear extension and proposed two storey rear extension, raised patio and proposed porch with pergola to front elevation

12 Beech Lane

Recommended – Approval

HOU/2019/0183

Replacement of roofed over alley with new enclosed area on the same footprint

3 Derby Villa, South Street

Recommended – Recommended refusal out of character and un-neighbourly.

FUL/2019/0184

Conversion of office into restaurant A3 with ancillary takeaway use

Former Stay Lakeland Office, 20 Lorton Street

Recommended – Approve

FUL/2019/0205

Detached dwelling

27 Dalton Street, Cockermouth

Recommended - approval

65 Tree Works

Recommended – (a) That various tree works, Bridge End Court, Wakefield Road be approved.

(b) That works to trees, The Ghyll, Gote Road be approved.

The meeting closed at 7.23pm

VAR/2019/0025

Non compliance with condition 2 on planning approval 2/2018/0155 for amended house types, drainage and boundary treatments

Land off Strawberry How Road

Recommended –

FUL/2019/0209

Replacement wooden framed windows and replace with white UPVC double glaze windows (retrospective)

Flat 3, 44 Market Place

Recommended –

FUL/2019/0114

Extension to existing hotel to provide additional bedrooms together with alterations to the car park.

Premier Inn, Waterloo Lane

Recommended -

Our Ref :
Your Ref :

This matter is being dealt with by:-

Christopher Fleming

Direct Line : (01900) 702915
Email: christopher.fleming@allerdale.gov.uk

30 August 2019

FAO: Sheila Brown
Cockermouth Town Council
Town Hall
Market Street
Cockermouth
CA13 9NP



Dear Sheila

Tree Preservation Order No.6 of 2019
Radura, 3 Holmewood Gardens, Cockermouth, Cumbria, CA13 0DB

I enclose by way of service upon you a copy of the confirmed Tree Preservation Order and the accompanying Notice.

Although the Tree Preservation Order does not directly affect the land within your ownership it is a statutory requirement that the Local Planning Authority also serve a copy of the order upon the Town Council.

If you have any queries please do not hesitate to contact either myself or Planning Officer Kerry McCartney (01900 702743).

Yours faithfully,

Christopher Fleming
Legal Services

Enc.



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place to live,
work and visit**

Allerdale Borough Council
Allerdale House
Workington
Cumbria CA14 3YJ
Tel: 0303 123 1702
Fax: 01900 702507

IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

TOWN AND COUNTRY PLANNING ACT 1990

TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND) REGULATIONS 2012

Tree Preservation Order: No.6 of 2019

ALLERDALE BOROUGH COUNCIL

On 5 April 2019 we made the above tree preservation order, and sent you a copy.

We have considered whether or not the order should be confirmed (or, in other words, made permanent). One representation was made about the order; we considered these before reaching our decision.

On 30 August 2019 the Council decided to confirm the order.

A section 211 notice was received to carry out works to the tree which officers consider has the potential to cause detriment to the health of the tree. A TEMPO assessment has been carried out and it is concluded that the tree merits protection by a tree preservation order. The tree is considered to be of amenity value and the Local Planning Authority would wish to secure its future retention and ensure that any works do not cause detriment to the health of the tree or the visual amenity it provides.

For more information about our decision, please contact Kerry McCartney, Allerdale Borough Council, Allerdale House, Workington CA14 3YJ, 01900 702743.

If you disagree with our decision you can challenge it by applying to the High Court under sections 284 and 288 of the Town and Country Planning Act 1990.

You can apply to the High Court if you believe:

- (1) the order is not within the powers of the Town and Country Planning Act 1990; or
- (2) the requirements of the 1990 Act or Town and Country Planning (Trees) Regulations 1999 have not been met.

You must apply to the High Court within six weeks from the date of our decision.

Dated: 30 August 2019

Dated:

5 April

2019

THE ALLERDALE BOROUGH COUNCIL

TREE PRESERVATION ORDER NO.6 OF 2019

**TREES ON LAND AT RADURA 3 HOLMEWOOD GARDENS
COCKERMOUTH CUMBRIA CA13 0DB**

FORM OF TREE PRESERVATION ORDER

Regulation 3(1)

Town and Country Planning Act 1990

The Tree Preservation Order No.6 of 2019

The Allerdale Borough Council, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order--

Citation

1

This Order may be cited as Tree Preservation Order No.6 of 2019

Interpretation

2

(1) In this Order "the authority" means the ALLERDALE BOROUGH COUNCIL.

(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation) (England) Regulations 2011.

Effect

3

(1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.

(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—

- (a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
- (b) cause or permit the cutting down, topping, lopping, wilful damage or wilful destruction of,

any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

Application to trees to be planted pursuant to a condition

4

In relation to any tree identified in the first column of the Schedule by the letter "C", being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 5 April 2019

The Common Seal of
ALLERDALE BOROUGH COUNCIL
was affixed to this Order
in the presence of



A handwritten signature in black ink, consisting of a stylized 'M' followed by a horizontal line.

CONFIRMATION OF ORDER

This Order was confirmed by Allerdale Borough Council without modification on the 30th day of August 2019

OR

~~This Order was confirmed by the Allerdale Borough Council, subject to the modifications indicated by [state how indicated], on the [insert month and year] day of~~

Signed on behalf of the Allerdale Borough Council

.....

Authorised by the Council to sign in that behalf

~~DECISION NOT TO CONFIRM ORDER~~

~~A decision not to confirm this Order was taken by Allerdale Borough Council on the — day of~~

~~Signed on behalf of the Allerdale Borough Council~~

~~.....~~

~~Authorised by the Council to sign in that behalf]~~

VARIATION OF ORDER

This Order was varied by the Allerdale Borough Council on the day of
by a variation order under reference number [insert reference number to the
variation order] a copy of which is attached

Signed on behalf of the Allerdale Borough Council

.....

Authorised by the Council to sign in that behalf

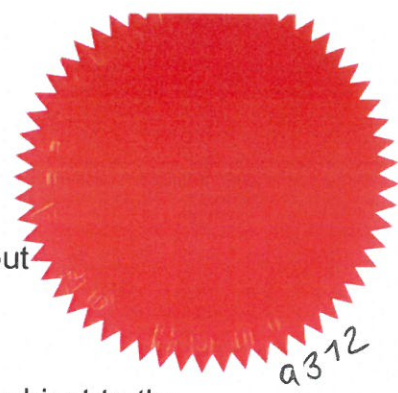
REVOCATION OF ORDER

This Order was revoked by the Allerdale Borough Council on the day of

Signed on behalf of the Allerdale Borough Council

.....

Authorised by the Council to sign in that behalf

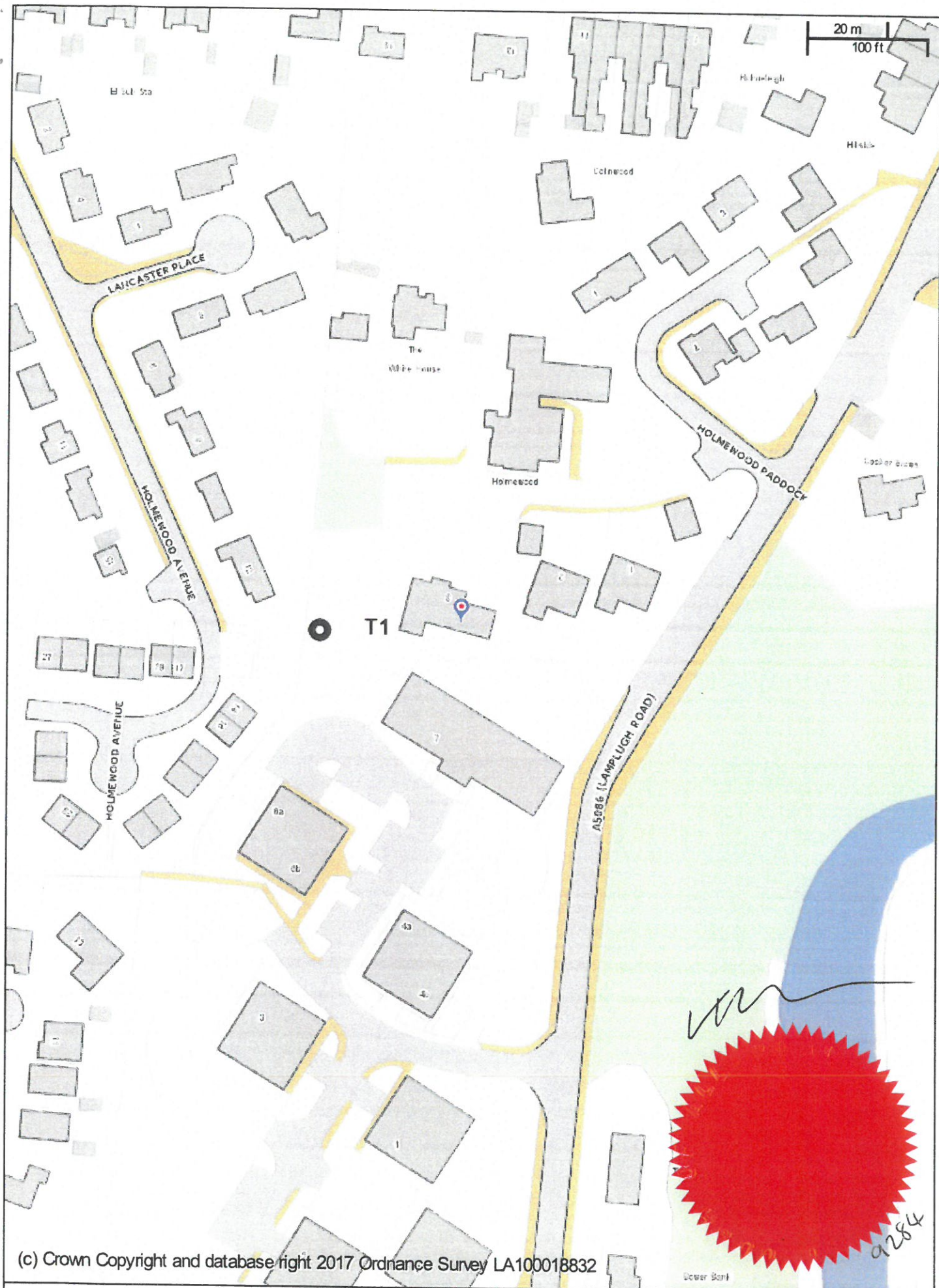


**SCHEDULE
SPECIFICATION OF TREES**

Article 3

Trees specified individually
(encircled in black on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
T1	Beech	Radura, 3 Homewood Gardens, Cockermouth, Cumbria, CA13 0DB



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16

Our Ref: CAT/2019/0027

This matter is being dealt with by: Mrs K McCartney

Direct Line: 01900 702743

Email: planning@allerdale.gov.uk



06/09/2019

Cockermouth Town Council
Town Hall
Cockermouth
Cumbria
CA13 9NP

Dear Sir/Madam

Notification on an application under Section 211 of the Town and County Planning Act 1990 to carry out works to trees in a Conservation Area

Applicant: Mr Mark Hankin
Cumbria County Council
Proposal: Overgrown oak tree
Site: 65 Gote Road Cockermouth

I would be grateful if you could use the link below to view the above planning application. By inputting the above reference number it will display the application for you to view. Please indicate any observations the Parish/Town Council may have by e-mail to planning@allerdale.gov.uk or by separate letter.

In order to ensure that applications are dealt with as quickly as possible I would be grateful if you could reply by **27/09/2019**. Representations received after this date may be too late to influence the Local Planning Authority's decision on this application.

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number **CAT/2019/0027**.

Please note that all the information contained in this application can be viewed by the public and on our website
www.allerdale.gov.uk/planningapplicationsearch

Yours faithfully

K McCartney

Kerry McCartney



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Application for tree works: works to trees subject to a tree preservation order (TPO)
and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). (You may also use it to give notice of works to trees in a conservation area).

It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application / notice cannot proceed.

1. Applicant Name and Address

Title:	MR	First name:	MARK
Last name:	HANKIN		
Company (optional):	CUMBRIA COUNTY COUNCIL		
Unit:	House number:	House suffix:	
House name:	HIGHWAYS DEPOT		
Address 1:	JOSEPH NOBLE ROAD		
Address 2:	LILLYHALL INDUSTRIAL ESTATE		
Address 3:			
Town:	WORKINGTON		
County:	CUMBRIA		
Country:			
Postcode:	CA14 4JH		

2. Agent Name and Address

Title:		First name:	
Last name:			
Company (optional):			
Unit:	House number:	House suffix:	
House name:			
Address 1:			
Address 2:	N/A		
Address 3:			
Town:			
County:			
Country:			
Postcode:			

3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit: House number: **65** House suffix:
House name:
Address 1: **GOTE ROAD**
Address 2:
Address 3:
Town: **COCKERMOUTH**
County: **CUMBRIA**
Postcode (if known): **NOT KNOWN**

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference.

Description:

OAK TREE ON GRASS TRIANGLE
OPPOSITE 65 GOTE ROAD - ONLY
TREE ON GRASSED AREA

5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? ☐ Yes ☒ No

Are you wishing to carry out works to tree(s) in a conservation area? ☒ Yes ☐ No

7. Identification Of Tree(s) And Description Of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below: tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.
E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

LOCATION AS 3, ABOVE. TREE 'OVER GROWN' WITH HEAVY LEAF FALL AND ELONGATED BRANCHES. LEAF FALL IN 2018 CONTRIBUTED TO FLOODING INCIDENT IN OCTOBER/NOVEMBER 2018. WORKS REQUIRED IS POLLARDING OF THE TREE TO MANAGE

4. Trees Ownership

Is the applicant the owner of the tree(s): ☒ Yes ☐ No
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title: First name:
Last name:
Company (optional):
Unit: House number: House suffix:
House name:
Address 1:
Address 2:
Address 3:
Town:
County:
Country:
Postcode:

Telephone numbers

Country code: National number: Extension number:
Country code: Mobile number (optional):
Country code: Fax number (optional):
Email address (optional):

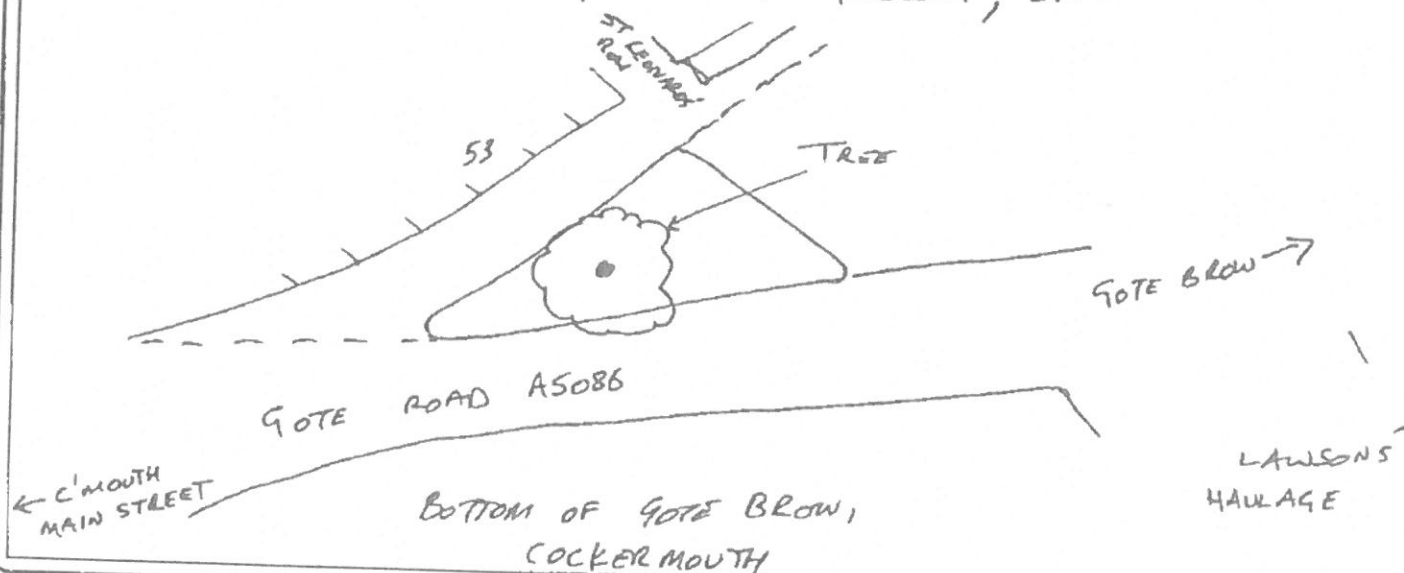
6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

N/A

7. Identification Of Tree(s) And Description Of Works continued ...

ANY FUTURE LEAF FALL, BRANCH GROWTH, ETC.



8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all trees

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes). It would also be helpful if you provided details of any advice given on site by an LPA officer.

For works to trees covered by a TPO

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall:

If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

☐ Yes

☐ No

N/A

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives.

If YES, you are required to provide for:

☐ Yes

☐ No

N/A

Subsidence

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

Other structural damage (e.g. drains, walls and hard surfaces)

Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)

Are you providing separate information (e.g. an additional schedule of work for Question 7)?

☐ Yes

☒ No

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

9. Authority Employee / Member

With respect to the Authority, I am:

- (a) a member of staff (c) related to a member of staff
(b) an elected member (d) related to an elected member

Do any of these statements apply to you?

☐ Yes

☒ No

If Yes, please provide details of the name, relationship and role

10. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

Sketch Plan

- A sketch plan showing the location of all trees (see Question 8)



For all trees

(see Question 7)

- Clear identification of the trees concerned
- A full and clear specification of the works to be carried out



For works to trees protected by a TPO

(see Question 7)

Have you:

- stated reasons for the proposed works?
- provided evidence in support of the stated reasons? in particular:
 - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert
 - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist.
 - in respect of other structural damage - written technical evidence
- included all other information listed in Question 8?



11. Declaration - Trees

I/~~we~~ hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/~~we~~ confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed -

Or signed - Agent:

Date (DD/MM/YYYY):

03/09/2019

(This date must not be before the date of sending or hand-delivery of the form)

12. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

13. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

Electronic communication - If you submit this form by fax or e-mail the LPA may communicate with you in the same manner.
(Please see guidance notes)

Our Ref: WTPO/2019/0029

This matter is being dealt with by: Kerry McCartney

Direct Line: 01900 702743

Email: planning@allerdale.gov.uk



10/09/2019

Cockermouth Town Council
Sheila Brown
Town Hall
Cockermouth
Cumbria
CA13 9NP

Dear Sir/Madam

Notification on works to Tree Preservation Order trees –

Applicant: Dr Julian Simpson
Proposal: Removal of low lying branches, lopping of major beech tree
Site: The Fitz Fitz Road Cockermouth

I would be grateful if you could use the link below to view the above planning application. By inputting the above reference number it will display the application for you to view. Please indicate any observations the Parish/Town Council may have by e-mail to planning@allerdale.gov.uk or by separate letter.

In order to ensure that applications are dealt with as quickly as possible I would be grateful if you could reply within **21 days** of the date of this letter. Representations received after this date may be too late to influence the Local Planning Authority's decision on this application.

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number **WTPO/2019/0029**.

Please note that all the information contained in this application can be viewed by the public and on our website
www.allerdale.gov.uk/planningapplicationsearch

Yours faithfully

K McCartney

Kerry McCartney
Compliance Officer



Allerdale - a great place
to live, work and visit

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Allerdale Borough Council
Allerdale House
Workington
Cumbria CA14 3YJ
tel: 0303 123 1702
www.allerdale.gov.uk



Application for tree works: works to trees subject to a preservation order (TPO)
and/or notification of proposed works to trees in conservation areas (CA).

Town and Country Planning Act 1990

Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council's planning department.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	DR	First name:	JULIAN		
Last name:	SIMPSON				
Company (optional):					
Unit:		House number:	20	House suffix:	
House name:					
Address 1:	PARKLANDS DRIVE				
Address 2:					
Address 3:					
Town:	COCKERMOUTH				
County:	CUMBRIA				
Country:	UK				
Postcode:	CA13 0WX				

2. Agent Name and Address

Title:		First name:			
Last name:					
Company (optional):					
Unit:		House number:		House suffix:	
House name:					
Address 1:					
Address 2:					
Address 3:					
Town:					
County:					
Country:					
Postcode:					

3. Trees Location

Full address/location of the site where the tree(s) stand (including full postcode where available)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

If there is not a full postal address, describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Main Road') or provide a grid reference:

Easting:

Northing:

Description:

SPECIFICALLY, THIS APPLICATION REFERS TO THE WOODLAND DIRECTLY BEHIND '20 PARKLANDS DRIVE, COCKERMOUTH'.

4. Trees Ownership

Is the applicant the owner of the tree(s): ☐ Yes ☒ No
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

5. What Are You Applying For?

Are you wishing to carry out works to tree(s) in a Conservation Area (CA)? ☐ Yes ☒ No

Are you seeking consent for works to tree(s) Subject to a Tree Preservation Order (TPO)? ☒ Yes ☐ No

6. Tree Preservation Order Details

Do you know the title of the Tree Preservation Order (TPO)? ☒ Yes ☐ No

If Yes, please provide the title of the TPO:

TREES ON LAND IN THE GROUNDS OF THE FITZ, COCKERMOUTH, CUMBRIA
TPO N° 18 2004 (13/09/2004)

7. Identification Of Tree(s) And Description Of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Enter the species of the tree(s) and include a sketch plan showing position(s) of the tree(s) in relation to buildings, named roads and boundaries.

If the trees are protected by a TPO, if possible please number them as shown in the First Schedule to the Tree Preservation Order (for example T3 Oak; two Beech and one Birch in G2; seven Ash in A1; sycamore in W1).

Trees and proposed works:

- 1/ REMOVAL OF LAYING BRANCHES THAT ARE BEGINNING TO INGRESS INTO THE SW CORNER OF THE BACK GARDEN OF 20 PARKLANDS DRIVE
- 2/ LOPPING OF A MAJOR BEECH TREE DIRECTLY BEHIND THE REAR HEDGE OF 20 PARKLANDS DRIVE

You might find it helpful to consult a tree surgeon to clarify what needs to be done.

Please state the reference number you have given the plan:

8. Trees - Reasons For Works

This section only needs to be completed if you are seeking consent to trees under a Tree Preservation Order (TPO)

Please state the reasons for carrying out the proposed works on the tree(s):

- 1/ THE LOW LYING BRANCHES HAVE GROWN CONSIDERABLY SINCE THE TPO WAS ISSUED - THEY ARE BEGINNING TO INTRUDE OUR GARDEN AND WOULD BE MORE EASILY REMOVED NOW, WHIST STILL OF A MANAGEABLE SIZE.
- 2/ THIS BEECH TREE IS THE NEAREST TO OUR HOUSE AND HAS GROWN CONSIDERABLY SINCE WE PURCHASED THE PROPERTY IN 2002. THE TREE IS NOW AROUND 20m TALL AND IS ONLY 13m FROM THE HOUSE. WHILST IT IS NOT DISEASED THERE IS A RISK THAT IF IT FALLS IT WILL CAUSE SIGNIFICANT DAMAGE. IN ADDITION, IT OBSCURES THE DAYLIGHT IN THE EVENINGS & CONTRIBUTES TO LEAF BUILD-UP IN THE GUTTERS. HENCE, THE AIM OF THIS PROPOSAL IS TO REDUCE THE OVERALL HEIGHT, BY AROUND 30%.

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the documents specified.

Health or safety of the tree(s) - e.g. it is diseased, fears that it might break or fall:

☐ Yes ☒ No

If Yes, information required - report by a tree professional (e.g. arboriculturist, horticultural adviser).

Alleged subsidence damage:

☐ Yes ☒ No

If Yes, Information required: Full report by an engineer or surveyor, together with one from a tree professional - to include date and description of property damage; sub-soil type and shrinkage potential; location of any roots found and their identification; history of ground and building movement through a distortion survey and/or level or crack monitoring over suitable period; other vegetation in the vicinity and its management since discovery of the damage.

9. Trees - Additional Information

Are you providing additional information in support of your application?

☒ Yes ☐ No

If Yes, please provide the reference numbers of plans, documents, professional reports etc in support of your application:

PLEASE SEE PHOTOS (REF 35001)

10. Application For Tree Works - Checklist

Please use this checklist to ensure that the form has been completed correctly and that all relevant information is submitted.

For works to trees protected by a Tree Preservation Order, failure to supply sufficiently precise and detailed information may result in your application being rejected or delay in dealing with it. In particular, you MUST provide the following:

- 3 copies of a completed and dated application form. ☒
- 3 copies of a sketch plan showing the location of all tree(s). ☒
- 3 copies of a full and clear specification of the works to be carried out. ☒
- 3 copies of a statement of reasons for the proposed work. ☒
- evidence in support of statement of reasons. In particular, you should provide:
 - 3 copies of a report by a tree professional (e.g. arboriculturist or horticultural adviser) if your reasons relate to the health and/or safety of the tree(s). ☐
 - 3 copies of a report by an engineer or surveyor, together with one from a tree professional (arboriculturist) if you are alleging subsidence damage. ☐

For works to trees in conservation areas, it is important to supply precise and detailed information on your proposal. You may, therefore, wish to provide the following:

- 3 copies of a completed and dated form, with all questions answered. ☐
- 3 copies of a sketch plan showing the precise location of all tree(s). ☐
- 3 copies of a full and clear specification of the works to be carried out. ☐

Whether the trees are protected by a TPO or in a conservation area, please indicate which of the following types of additional information you are submitting (3 copies of each need to be provided):

- photographs. ☒
- report by a tree professional (arboriculturist) or other. ☐
- details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form. ☐

11. Declaration - Trees

I/we hereby apply for consent/give notice as described in this form and the accompanying plans and additional information.

Signed - Applicant:

Or signed - Agent:

[Redacted Signature]

[Redacted Signature]

Date (DD/MM/YYYY):

6/9/2019

(date cannot be pre-application)

12. Applicant Contact Details

Telephone numbers

Country code: [] National number: [Redacted] Extension number: []

Country code: [] Mobile number (optional): [Redacted]

Country code: [] Fax number (optional): []

Email address (optional): []

13. Agent Contact Details

Telephone numbers

Country code: [] National number: [] Extension number: []

Country code: [] Mobile number (optional): []

Country code: [] Fax number (optional): []

Email address (optional): []



2/ BEECH TREE
FOR LOPPING

✓ 60W LYING BRANCHES
FOR REMOVAL

TREE WORKS: 30 PARKLANDS DRIVE, COCKERMOUTH (REF 55001)

TREE WORKS: 20 PARKLANDS DRIVE, COCKERMOUTH (REF 550022)



Our Ref: WTPO/2019/0028

This matter is being dealt with by: Kerry McCartney

Direct Line: 01900 702743

Email: planning@allerdale.gov.uk



06/09/2019

Cockermouth Town Council
Sheila Brown
Town Hall
Cockermouth
Cumbria
CA13 9NP

Dear Sir/Madam

Notification on works to Tree Preservation Order trees –

Applicant: Mr Omar Khan
Proposal: Various works to trees in work schedule and shown on plan
Site: South Lodge Simonscales Lane Cockermouth

I would be grateful if you could use the link below to view the above planning application. By inputting the above reference number it will display the application for you to view. Please indicate any observations the Parish/Town Council may have by e-mail to planning@allerdale.gov.uk or by separate letter.

In order to ensure that applications are dealt with as quickly as possible I would be grateful if you could reply within **21 days** of the date of this letter. Representations received after this date may be too late to influence the Local Planning Authority's decision on this application.

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number **WTPO/2019/0028**.

Please note that all the information contained in this application can be viewed by the public and on our website
www.allerdale.gov.uk/planningapplicationsearch

Yours faithfully

K McCartney

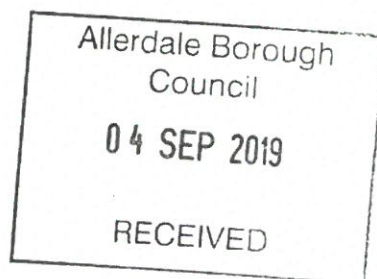
Kerry McCartney
Compliance Officer



Allerdale - a great place
to live, work and visit

29

Allerdale Borough Council
Allerdale House
Workington
Cumbria CA14 3YJ
tel: 0303 123 1702
www.allerdale.gov.uk



Application for tree works: works to trees subject to a tree preservation order (TPO)
and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). (You may also use it to give notice of works to trees in a conservation area).

It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application / notice cannot proceed.

1. Applicant Name and Address

Title:	MR	First name:	OMAR
Last name:	KHAN		
Company (optional):			
Unit:		House number:	
		House suffix:	
House name:	SOUTH LODGE		
Address 1:	SIMON SCALES LANE		
Address 2:			
Address 3:			
Town:	COCKERMOUTH		
County:			
Country:			
Postcode:	CA13 9DH		

2. Agent Name and Address

Title:	MR	First name:	MATTHEW
Last name:	JONES		
Company (optional):	THE CARE OF TREES		
Unit:		House number:	
		House suffix:	
House name:	THE FLAT		
Address 1:	LOW CLENBARROW		
Address 2:			
Address 3:			
Town:	WINDERMERE		
County:	CUMBRIA		
Country:			
Postcode:	LA 23 3FA		

3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

Description:

4. Trees Ownership

Is the applicant the owner of the tree(s): ☒ Yes ☐ No
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

Country code: <input type="text"/>	National number: <input type="text"/>	Extension number: <input type="text"/>
Country code: <input type="text"/>	Mobile number (optional): <input type="text"/>	
Country code: <input type="text"/>	Fax number (optional): <input type="text"/>	

Email address (optional):

5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? ☒ Yes ☐ No

Are you wishing to carry out works to tree(s) in a conservation area? ☐ Yes ☐ No

6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

Order no 5 (2007)

7. Identification Of Tree(s) And Description Of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below: tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

See separate map & work schedule.

7. Identification Of Tree(s) And Description Of Works continued ...

8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all trees

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes). It would also be helpful if you provided details of any advice given on site by an LPA officer.

For works to trees covered by a TPO

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall: ☒ Yes ☐ No
If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives. ☐ Yes ☐ No
If YES, you are required to provide for:

Subsidence

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

Other structural damage (e.g. drains, walls and hard surfaces)

Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)

Are you providing separate information (e.g. an additional schedule of work for Question 7)? ☒ Yes ☐ No

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

Work schedule & map of tree locations
See work schedule for reasons - the majority of the work
is planning back from neighbouring properties

9. Authority Employee / Member

With respect to the Authority, I am:

- (a) a member of staff (c) related to a member of staff
(b) an elected member (d) related to an elected member

Do any of these statements apply to you?

☐ Yes

☒ No

If Yes, please provide details of the name, relationship and role

10. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

Sketch Plan

- A sketch plan showing the location of all trees (see Question 8)

☒

For all trees

(see Question 7)

- Clear identification of the trees concerned
- A full and clear specification of the works to be carried out

☒

☒

For works to trees protected by a TPO

(see Question 7)

Have you:

- stated reasons for the proposed works?
- provided evidence in support of the stated reasons? in particular:
 - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert
 - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist.
 - in respect of other structural damage - written technical evidence
- included all other information listed in Question 8?

☒

☒

☐

☐

☐

11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

1/9/19

(This date must not be before the date of sending or hand-delivery of the form)

12. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Email address (optional):

13. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Email address (optional):

Electronic communication - If you submit this form by fax or e-mail the LPA may communicate with you in the same manner.
(Please see guidance notes)

Appendix 2 - Tree Survey Data and Work Schedule



Tree No	Tag No	Species	Age	Diameter	Height	Crown	Physiological Condition	Structural Condition	Comments	Risk Assessment - Target Rating	Size of Part	Probability of Failure	Risk of Harm	Work Required
6	No Tag	Laurel	M	100	<10	5	F	F	Low branching over drive, stems growing close to wall likely to move wall with time	Property 5		1	1/200,000	Crown lift to 4m, remove stems close to wall to prevent damage
7	177	Larch	M	500	17	10	F	M	Buttress roots to rear of tree potentially compacted rooting	Pedestrian 3	1	3	1/40,000	Fell
8	178	Sycamore	M	300 x 2	13	10	F	M	Included union to rear, no sign of movement at present, adjacent play area	Pedestrian 3	2	4	1/400,000	Fell
G1	179	Beech and Ash	M	600	17	10	F	F	Encroaching onto shed in garden	Property 4		2	1/20,000	Crown lift leaving 2.2.5m clearance
11	183	Beech	M	3 x 200 and 1 x 400	18	10	F	M	Ivy encroaching up stems, one stem has decay and leaning towards sheds and one snapped out stem covered in ivy	Property 4		4	1/3000	Remove decayed stem and smaller stem with covered in ivy
12	185	Spruce	M	1000mm	20	20	F	F	Ivy encroaching up stem, deadwood over lawn up to 100mm	Pedestrian 3	4	2	1/500,000	Remove deadwood in crown and sever ivy
18	190	Beech	M	1000mm	20	20	M	F	Low branching over garden fence and garden, ivy encroaching up stem, moderate vitality	Property 2		6	1/1 million	Crown lift to 4.5.5m over garden
19	191	Sycamore	M	1000mm	20	20	F	F	Stem over garden slightly included union, ivy encroaching up stem, low branching over garden, deadwood to 100mm the majority within woodland	Pedestrian 3	1	3	1/40,000	Deadwood over garden, reduce back limb growing over garden by 2.2.5m and crown lift to 4.5m
20	192	Sycamore	M	900mm	20	20	F	F	Ivy encroaching up stems, low branching over garden	Pedestrian 3	4	2	1/500,000	Crown lift/out back to 4m
21	193	Birch	M	300	5	5	M	P	Basal decay	Pedestrian 3	2	2	1/10,000	Fell
23	195	Sycamore	M	3 x 400mm	15	15	F	F	Back stem has some basal decay, front stems are growing adjacent wall and are likely to damage it with time also close to house	Property 4		2	1/20,000	Fell group
25	197	Sycamore	M	650	15	10	F	F	Some low branching over property	Pedestrian 3	4	5	1/1 million	Crown lift to 4m non urgent
26	198	Sycamore	M	400 and 500mm	16	15	F	F	Front stem has some decay and tight union to back stem, back stem also has some bark damage	Pedestrian 3	2	4	1/1 million	Fell whole tree as pruning off larger stem will not improve appearance of tree
27	199	Sycamore	M	550	15	15	F	F	Low branching over drive and ivy encroaching up stem	Property 4		3	1/200,000	Crown lift to 4m and sever ivy

Cockermouth Town Council

Expenditure transactions - approval list

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2314		£94.38	£15.73	£78.65 12/08/19	Cumbria Pest Services - washroom services	
2315	112345	£8,260.00	£0.00	£8,260.00 01/09/19	Allerdale Borough Council -	£8,260.00
1		£4,912.00	£0.00	£4,912.00	TH Business Rates Town H	
2		£440.00	£0.00	£440.00	toile Business Rates Bitterbe Toilets	
3		£404.00	£0.00	£404.00	toile Business Rates Main S Toilets	
4		£2,504.00	£0.00	£2,504.00	TIC Business Rates Library	
2316	112346	£6,359.40	£1,059.90	£5,299.50 01/09/19	Christmas Plus - Town Hall Christmas Lights	£6,359.40
1		£1,063.20	£177.20	£886.00	TH Town Hall Christmas Li	
2		£675.60	£112.60	£563.00	CI Lights	
3		£4,620.60	£770.10	£3,850.50	CI Lights	
2319	112347	£64.15	£0.00	£64.15 01/09/19	Cockermouth & District Civic Trust - Cockermouth Booklets	£64.15
2320	112348	£95.75	£0.00	£95.75 01/09/19	Cockermouth Paper Shop - Newspapers for Libraty	£95.75
2321	112349	£308.00	£0.00	£308.00 01/09/19	Cumbria County Council - Scaffold Permits x4	£308.00
2322	112350	£78.00	£13.00	£65.00 01/09/19	Cumbria Coal Ltd - Remove Branches/Cleaning Gutters	£78.00
2323	112351	£294.92	£0.00	£294.92 01/09/19	Hills Books - Walking Books	£294.92
2324	112352	£130.00	£0.00	£130.00 01/09/19	Simon Hine Window Cleaning Services - Bus Shelter Cleaning	£130.00
2325	112353	£330.00	£0.00	£330.00 01/09/19	D Huddart - Open/Close Harris Park Toilets	£330.00
2326	112354	£46.87	£7.81	£39.06 01/09/19	J A Lee Window & General Cleaning Contractors Ltd - Library Internal/External Clean	£46.87
2327	112356	£68.00	£0.00	£68.00 01/09/19	Little Bird Publications - TIC Stock	£68.00
2328	112357	£449.01	£21.38	£427.63 01/09/19	Npower Ltd - Library Electricity Invoice	£449.01
2329	112358	£42.00	£7.00	£35.00 01/09/19	POD North West Ltd - Firework Posters	£42.00
2330	112359	£39.37	£6.56	£32.81 01/09/19	Thomas Fattorini Ltd - Engraving Mayors Chain	£39.37

Signature

Signature

Date

Cockermouth Town Council

Expenditure transactions - approval list

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2331	112360	£2,199.42	£366.57	£1,832.85 01/09/19	Tivoli Services Ltd -	£2,199.42
1		£1,839.42	£306.57	£1,532.85	MG Memorial Gardens Conl	
2		£360.00	£60.00	£300.00	OP Grass Cutting	
2332	112361	£17.60	£0.84	£16.76 01/09/19	Npower Ltd - Harris Park Electricity Invoice	£17.60
2333	112362	£142.59	£0.00	£142.59 01/09/19	Austinwren - Trophy Engraving	£142.59
Total		£19,019.46	£1,498.79	£17,520.67		

Signature

Date

Signature

Cockermouth & District Civic Trust

President: Lord Egremont,

Chairman: Phil Campbell

Secretary: John Dent Treasurer: Elizabeth Silman

www.cockermouthcivictrust.co.uk



27, The Mount, Papcastle, Cockermouth, Cumbria. CA13 0JY. Tel 01900 823485

To
Sheila Brown,
Cockermouth Town Council

15th August 2019

Dear Sheila,

Cockermouth Civic Trust undertook our 'Walk of Pride' through the town centre on the afternoon of Friday August 10th. The objective was to identify aspects that we are proud of, as well as potential improvements that could be made to make our town even better. Eight members of the Civic Trust attended, along with the Cockermouth Town Mayor, Julie Laidlow, and Joe Broomfield representing Allerdale BC.

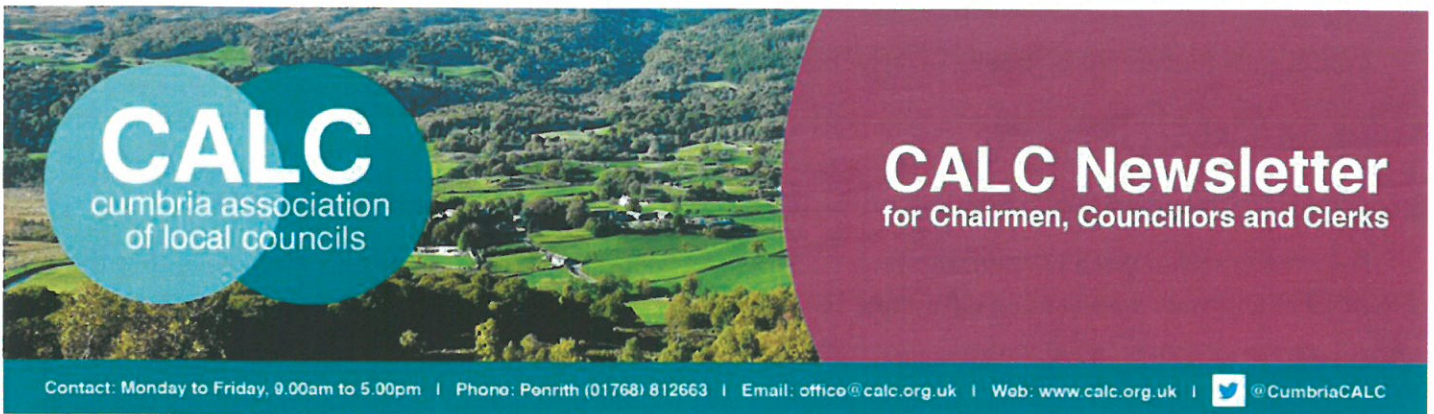
I am very pleased to tell you that we identified the hanging baskets in town as being very attractive and well cared for, making a very positive contribution to the ambiance of the whole town centre and our feeling of 'pride' in Cockermouth.

Could you please pass on our congratulations to the whole Town Council. On behalf of Cockermouth & District Civic Trust, very well done.

Best Wishes,

A handwritten signature in cursive script that reads "Phil Campbell".

Phil Campbell
(Chairman)



September 2019

September comes around too quickly! I hope you had a good summer break – I enjoyed a staycation this year, taking time to enjoy the Cumbrian countryside and villages. Now, I'm keen to get started with our packed schedule of autumn events!

It was great to see so many of you at the CALC Summer Conference and I am pleased to announce that this autumn's training programme has been expanded to include several new courses delivered by new facilitators, including:

- Finance and Audit
- Tree Management
- Green Spaces
- Neighbourhood Planning

Please see the CALC website for the full list of courses on offer and contact the office if you would like to book any.

We have also been working hard updating the CALC website Members' Section. This is a password protected area which contains a lot of useful guidance. I'd like to highlight the NALC Legal Topic Notes in this section. These are written by NALC's Legal Team and contain essential information on all aspects of local council governance and procedure. To comply with security requirements, the user name and password will change on **Wednesday 2nd October**, but we will give members plenty of notice of the new details.

NALC Conference 28/29 October 2019

It has just been announced that the Princess Royal, Princess Anne, will be attending the NALC conference this year. NALC's Chair, Sue Baxter met Princess Anne last year at an event on rural loneliness and isolation, where in her speech she touched on the important role of local (parish and town) councils in communities. Princess Anne will be just one of a number of speakers, discussing issues relevant to local councils, in addition to a wide range of workshops and seminars on topics of interest to councils.

CALC's Chairman and Vice Chairman, Rick Petecki and Sue Castle-Clarke are attending and would be delighted if any other councillors from Cumbria would like to attend too.

Conference places can be booked by the following link:

[Annual Conference web page](#)

Certificate in Local Council Administration (CiLCA) and Local Council Award Scheme (LCAS)

Over the summer we have updated how CALC supports both of these awards and we believe that the small changes will make a big difference to your experience of them.

For CiLCA, from September CALC will be offering more mentoring of individuals studying for the certificate to give you greater confidence before you submit modules to SLCC. The mentoring will be in addition to the sessions we currently offer which explain how the process works and what you will be covering.

For councils, the Local Council Award Scheme is an essential tool for demonstrating that your council is fully legally compliant. Once you have the Foundation Award, you can concentrate on delivering the projects and services that matter to your communities. LCAS has three levels:

1. Foundation
2. Quality
3. Quality Gold

Every council should aim for Foundation which is the basic accreditation. It is based around a checklist of requirements. Moving forward, CALC will be working more closely with councils to help ensure that they can tick all the boxes. Your application is then submitted to the LCAS Panel for peer review and they assess that the requirements are there and assess whether the Foundation level has been attained. Once a council has the LCAS Foundation Award, this is a kite mark of quality to be proud of. It is something that principal authorities can see and should also encourage recruitment to the council because clerks can see that your council has all its processes in order.

If you would like to discuss either LCAS accreditation or CiLCA, please call the office on 01768 812 663 or email us on office@calc.org.uk

New Model Financial Regulations

At the beginning of August, we sent out NALC's updated Model Financial Regulations.

The documents include easy-to-use templates to create financial regulations for your local (parish and town) council that are up-to-date with the current legislation and regulations, and guidance to help complete the templates.

The financial regulations are an essential tool for local councils of all sizes. They set out the framework within which the council ensures responsible and sustainable management of the council's finances.

If you have not seen the email, the templates are available on the CALC website in the members' section: Advice and Guidance/Finance and Capital Assets/Financial Regulations

Cumbria Action for Sustainability (CAFS) Green Build Festival

If you're trying to reduce your area's carbon footprint, there's a great opportunity to pick up information and insights during this year's Cumbria Green Build & Sustainable Living Festival. Here are some of the events that might be of interest to your council:

Powering a paper mill – how a Cumbrian business is using hydro power

Community energy present and future – how the community and a business teamed up to create a solar scheme that benefits them both

Bus tour to a community housing scheme (leaving from Penrith) – if your area needs housing, find out how a community can come together to build it for themselves

Zero Carbon Britain – Cumbria Climate Emergency Action Summit. This event is for councils and sustainability groups working on cutting carbon emissions.

How homes can be renovated for flood resilience. If flooding is a risk in your area, find out how homes can be made more resilient and visit a home being renovated currently.

Cutting your carbon footprint – a talk by carbon expert and author Mike Berners-Lee.

Designing a sustainable lifestyle – a practical half-day workshop at Danaway Permaculture Homestead

To see the full list of events, visit <https://cafs.org.uk/our-projects/cumbria-green-build-sustainable-living-festival/>

CALC AGM, Wigton Market Hall, 10.30am Saturday 9th November 2019

The next meeting of the CALC Executive Committee will be on Saturday 12th October 2019 at 10.00am at Penrith Community Fire Station.

Allerdale District Association meeting: 24th October, venue tbc

Copeland District Association meeting: tbc

South Lakeland District Association AGM Thursday 19th September from 7pm at Gilpin Bridge Inn, near Levens.

Eden District Association AGM will take place on 25th September, venue tbc

Carlisle PCA AGM will take place on 11th September, Downergate Community Centre, Warwick Bridge, Carlisle

Vacancies

Parish Clerk/RFO Ravenstonedale Parish Council, 40 hours per calendar month.

Ravenstonedale is a small Parish in the Eden District of Cumbria, now a part of the Yorkshire Dales National Park with seven councillors that meets on the second Thursday of each month, with the exception of August and December.

This post includes overall administration, support and advice for all of the Council's activities, including providing information for the Council's website and social media, plus managing the Council's financial affairs. The new Clerk/RFO's salary will be assessed using the National Association of Local Council's Salary Scale LC2 SCP 24 - 28 which is £14.46 - £16.26 per hour. Candidates should either be CiLCA qualified or be prepared to work towards this qualification, with the help and support of the Council.

For more information, please contact the Parish Clerk, Chris Elphick, at parishcouncil@ravenstonedale.org or phone 015396 23000.

The closing date for applications is **12th September 2019** with interviews taking place **w/c 16th September 2019**.

Parish Clerk/RFO Long Marton PC

Working hours are approximately 3-4 hours per week including attendance at Parish Council meetings, which are held every other month. Salary in line with the NALC/SLCC National Agreement on Salaries and Conditions of Service.

Applicants should be self-motivated, and be equipped with good IT, literacy, numeracy and communication skills. Administrative tasks include preparing meeting agenda's, associated meeting papers and subsequent minutes, responding to e-mails, general correspondence etc. There is also accounts to be kept, therefore experience of book keeping or financial administration is desirable.

For further details or to apply please e-mail your CV and a covering letter outlining your suitability for the post to the current Clerk by the 26th September 2019 at pauline.dixonlmpc@gmail.com.

How your Council can get behind Rural Community Business

Many rural parish and town councils are facing the challenge retaining local services such as shops and pubs in their communities. That's why the National Association of Local Councils is working with the Plunkett Foundation to celebrate support democratically owned and run enterprises as a means revitalising rural communities.



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Plunkett calls these enterprises community businesses. The charity supports over 600 of them, mostly in rural parts of the UK.

Community businesses have proven popular because they provide an opportunity for residents to come together and safeguard local assets which are often the lifeblood of their village. They have the potential to address a range of issues including isolation, loneliness and wellbeing and can also help the local economy by providing opportunities for work and training, as well as offering an outlet for local producers and services.

Parish and town councils can play an important role in supporting the creation of community businesses. They can drum up interest in the initiative and they can also help lever in much needed funding to help them succeed.

In 2006, Thorncombe Parish Council became concerned there was no buyer for the village shop when it was put on the market¹. They pulled together a group of volunteers from the community that went about exploring options for retaining the service and settled on the idea of a business run for the benefit of the community, by the community. A key challenge was purchasing the building. On the advice of a Plunkett adviser, residents were encouraged to buy shares in the potential business with individual contributors receiving a single voting right regardless of how much money they put in. The parish council also secured a loan from West Dorset District Council on the basis that they bought the building but rented it to the community business for an annual rent commensurate with the loan repayment. A ballot of all parish residents resulted in 87% voting in favour of the scheme and the shop opened in 2009.

Today Thorncombe Village Shop is a happy, business, providing a valuable community service seven days a week. As well as supplying customers with a varied range of groceries, it a part time post office service and a café offering delicious cakes and low-cost lunches Tuesdays. Watches and computers can also be repaired at weekly drop-in sessions. The shop mainly by volunteers and the local MP, Sir Oliver Letwin has even been known to help out! As Oliver put it in a recent article² “the shop has become a meeting place for the village as a whole, and the people who gather in it inevitably end up talking to one another, while those who participate in helping to run it, inevitably form social bonds. These are the little acorns out of which the great oak of social cohesion can grow.”



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If you think this is something that would benefit your community, please visit the Plunkett website www.plunkett.co.uk or call 01993 810730 to find out what support and guidance is already available.

¹ <http://thorncombe-village-shop.co.uk/how-it-all-started/>

² <https://www.bridportnews.co.uk/news/16889700.sir-oliver-letwin-column-village-shops-are-still-as-important-as-ever/>

The Village Survival Guide

The National Association of Local Councils (NALC) has lent its backing to The Village Survival Guide, a new publication from rural charity The Prince's Countryside Fund, published on 1 August 2019.

The colourful manual features case histories, checklists and practical advice, and is intended to help those living in the countryside to utilise the talents available in their own communities to tackle some of the social and economic barriers they face. The Village Survival Guide follows on from the Fund's 2018 research, which saw over 3000 people tell the charity about the challenges they faced living in rural areas, and how they were pulling together to overcome these.

The guide references how working with your local (parish and town) councils can delivery great initiatives, such as a volunteer car service which has been a lifeline for villagers getting to medical appointments and for those who don't qualify for non-emergency patient transport, a car clubs which has helped connect schools, elderly and the disabled around the villages, and the Good Neighbours

Scheme which brings volunteers in touch with residents who need support, such as gardening, DIY or even just befriending to help tackle loneliness.

Cllr Sue Baxter, chair of NALC, said: "We are supporting The Village Survival Guide and hope that the advice it contains will help communities to come together and make the most of the opportunities available in rural areas. From how to set up a committee through to getting reliable internet installed for your village, this publication will help rural communities across the UK, no matter where they are in the process. Assistance is available from several bodies – such as The Prince's Countryside Fund and NALC – but The Village Survival Guide helps people to get up and running themselves."

[**Download The Village Survival Guide**](#)

TOWN COUNCIL MEETING – September 2019
CLERK'S REPORT

Tourism and Publicity

Visitor numbers for August 2019 – 640

Allotments

Works will be carried out to improve Plot 16, The Gote. It has been let in anticipation.

Plot 10, St Helen's Street has been let from 1/10/19.

Memorial Gardens

Refurbishment works commenced on 28 August 2019.

The roundabout and surfacing works will commence on 30 September 2019.

CCC have repaired the broken tarmac footpath leading from Millers Bridge. I have submitted an application for tree works to trim back various bushes/trees overspilling the path.

Allerdale have hatched the space leading from the car park in front of the gate.

Twinning

36th Anniversary Visit to Marvejols

50 places have been confirmed on the trip. All the arrangements will now be finalised.

1 person has now given back work due to ill health.

A gift for the October exchange has been purchased.

I have ordered 2 x 25kg of daffodils for the October Trip.

I will meet all those going on the trip on 18 September 2019. I hope to receive the programme and names of those who are hosting.

War Memorial Trust

I am still awaiting payment.

Social Evening at the Fitz

The Mayor held her social evening at the Fitz on 4 September 2019. £200 was raised for charity.

Allotments & Private Gardens Awards Evening

The awards evening will be held on 23 September 2019.

Fireworks

I have applied to Allerdale for the road closure.

Switch on Day

All the requisite road closures, market licence & TEN have been obtained.

Christmas Card

Julie wants local school children to design her card. Local Schools have been contacted.

S Brown, Town Clerk