

Cockermouth Town Council



9 December 2020

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held virtually using Microsoft teams on **Wednesday 16 December 2020 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

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1. Apologies for absence

2. To authorise the Mayor to sign as a correct record the minutes of the last meeting held on 18 November 2020 (pages 1-4)

3. To authorise the Mayor to sign as a correct record the minutes of the last special planning meeting held on 3 December 2020 (pages 5-6)

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. 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

7. Planning Matters

- a) To make recommendations upon various planning applications (**page 7**)

8. Financial Matters

Sheila Brown, *Town Clerk*
clerk@cockermouth.org

Kirstie Goodger
admin@cockermouth.org

Amy Pattinson
assistant@cockermouth.org



Joint Winners

Council of Europe Year 2000

Europe Prize

Previous Awards

Plaque of Honour, Flag of Honour

European Diploma

- a) To agree the attached schedule of payments (**page 8**)
- b) To note contents of budget comparison report (**pages 9-17**)
- c) To consider a request for financial assistance (**pages 18-20**)
- d) To consider a request for financial assistance from Highfield Residents Association towards cost of giving out free lunches over Christmas

9. Correspondence

- a) To discuss the 800th anniversary of the granting of the market charter in May 1221 (**page 21**)

10. Clerks Report (pages 22-23)

11. Contribution to Chamber of Trade's Administrative & Marketing Assistant (pages 24-26)

12. Flood Defence Barriers – To consider siting them behind the library (pages 27-29)

13. Footpath, Greyrigg Avenue Play area – To consider repairing the pathway (pages 30-31)

Press and Public Welcome

Minutes of a Meeting of Cockermouth Town Council held virtually on Wednesday 18 November 2020 at 7.00pm

Present: Councillor J Laidlow (Mayor)
Councillor S Barnes
Councillor I Burns
Councillor A Kennon
Councillor D Malloy
Councillor A Semple
Councillor A Smith
Councillor C Smith
Councillor A Tyson
Councillor R Watson

Apologies: Councillors Bennion & Nicholson

Also Present: Councillor Rebecca Hanson & a representative from Cumbria Woodlands

91 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last meeting held on 21 October 2020.

92 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last special planning meeting held on 5 November 2020.

93 Declaration of Interest

Councillor A Tyson declared an interest in item 7 due to being a member of the Development Panel.

Councillor Semple declared an interest in item 7 due to being a substitute member of the Development Panel.

94 Mayor's Announcements

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

- Wreath Laying at Cenotaph for Remembrance Sunday

94 Public Participation

There was no public participation.

96a Planning Applications

Reference: **HOU/2020/0179**

Proposal: Alterations and extension

Location: 11 Oaktree Crescent

Recommended - Approval

96b Tree Works

Recommended – That various tree works at 12 Derwentside Gardens be agreed.

97a Schedule of Payments

Resolved – That the schedule of payments in the sum of £7,389.62 be formally approved for payment.

87b Completion of the limited assurance review for year ended 31 March 2020

Resolved – (a) That the completion of the Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2020 be noted. No matters had been arising.

(b) That it be noted that the Notice of conclusion of audit detailing the rights of inspection has been prepared and published as required.

87c Interim half yearly report by our internal auditor

No matters were arising.

Agreed – That the contents of the report be noted.

87d Effectiveness of Internal Audit

Resolved – That Mrs G D Airey continues in her role as internal auditor.

88a Allerdale Borough Council (Public Spaces Protection) (Dog Fouling) Order 2020

Agreed – That the contents of the order be noted.

88b Local Government Reorganisation – Calc's position

Those present considered the content of Calc's current position on the future of

local government in Cumbria and the role of town and parish councils.

Agreed – That Calc's interim position be noted.

88c Flood Defence Barriers

Those present considered a request from the residents of Bridge Street Close to house 2 portable defence barriers in the library backyard.

Resolved – (a) That consideration of this issue be deferred to the next meeting.

(b) That councillor Kennon mark out to scale where the barriers could be positioned safely.

89 Clerk's Report

Agreed - That the content of the report be noted.

90 Legal Topic Note 87, Procurement

Few contracts to be awarded by local councils will exceed the thresholds mentioned, but if they do, they will be subject to the requirements summarised in paragraph 21 of the LTN.

Agreed – That the content of the legal topic note be noted.

91 Financial Regulations

Resolved – That revised financial regulations be adopted.

92 Standing Orders

Resolved – That revised standing orders be adopted.

93 Chamber of Trade

Those present considered a request from the Chamber of Trade to contribute £2,500 per annum for two years towards the cost of employing someone one day per week to develop the Chamber's promotional ideas, boost the Town's profile and increase the Chamber's membership.

Resolved – That consideration of this item be deferred to the next meeting to allow councillors time to consider the draft job description sent on the day of the meeting.

94 Tree Planting Support

Those present discussed whether or not to undertake various tree planting schemes in the Town.

Resolved – That the designs prepared by Cumbria Woodlands be sent to Tivoli so that a detailed costing can be obtained.

That under the Public Bodies (Admissions to Meetings) Act 1960, the public be removed for the following item of business due to contractual issues being discussed.

95 Rent Free Period

Those present considered a further request for free rent from one of our tenants.

Resolved – That our tenant be allowed to pay half rent for October & November 2020 and pay full rent from December 20 onwards.

The meeting ended at 8.13pm

Minutes of a special planning meeting of Cockermouth Town Council held virtually on Thursday 3 December at 7.00pm

Members

A Smith

S Barnes
A Kennon
C Smith
A Tyson

G Bennion
D Malloy
A Semple
R Watson

Apologies: J Laidlow, I Burns & S Nicholson

96 Declaration of Interest

Councillors A Smith & A Tyson declared an interest due to being members of the Development Panel.

Councillor A Semple declared an interest due to being a substitute member of the Development Panel.

97 Public Participation

There was none.

98 Planning Applications

HOU/2020/0184

Demolition of existing porch and proposed alterations

10 Lorton Road

Recommended – Approval

HOU/2020/0189

Proposed extension to provide kitchen, dining and study with a bedroom over and front porch

20 Crummock Avenue

Recommended – Approval

HOU/2020/0186

Installation of a flue for a wood burning stove

36, Kirkgate

Recommended – Approval

HOU/2020/0193

Replacement of rear sunroom and side utility with new extensions to side and Rear

41, Brigham Road

Recommended - Approval

OUT/2020/0019

Outline application for erection of 2 detached dwellings with access

Land adj. Colinwood, Brigham Road

Recommended – Refusal due to the nature of the existing lane and the junction with Brigham Road.

FUL/2020/0220

Change of use from guest house and mixed residential property to single residential dwelling

Rose Cottage

Recommended - Approval

HOU/2020/0194

Demolition of existing garage side rear extension with additional single storey rear extension

11 Isel Road

Recommended - Approval

HOU/2020/0198

Single storey extension to side

2 Loweswater Close

Recommended - Approval

The meeting closed at 7.10pm

These amended plans were circulated prior to the meeting due to time constraints

FUL/2020/0182 (as amended)

Flats at Wyndham Row

Recommended – approval

These plans will be considered at our meeting:-

HOU/2020/0195

Installation of 3 no. velux windows to rear elevation and dormer conversion above existing garage

Tweedways, Tweedmill Lane

Recommended –

HOU/2020/0196

Side Extension

35, Marvejols Park

Recommended –

HOU/2020/0177

Replacement of windows

10, Fern Bank

Recommended -

HOU/2020/0201

First floor extension above garage

49 Brigham Road

Recommended –

LBC/2020/0046

LBC to replace existing kitchen window with larger size to fit original opening

Long House, Simonscale Lane

Recommended -

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/20

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
206	112628	£607.11	£81.32	£525.79	03/12/20	Npower Ltd - electric charges	£607.11
1		£60.62	£2.89	£57.73		TIC library	
2		£425.14	£70.86	£354.28		TIC library	
3		£60.12	£3.76	£56.36		toile main street toilets	
4		£42.74	£2.93	£39.81		toile bitterbeck toilets	
5		£9.41	£0.45	£8.96		toile harris park	
6		£9.08	£0.43	£8.65		toile mem gardens	
207	112629	£510.00	£85.00	£425.00	03/12/20	Tivoli Services Ltd - misc works	£510.00
1		£186.00	£31.00	£155.00		MG replace foodboards and damaged fence	
2		£324.00	£54.00	£270.00		MG supply and plant tree- re Glady	
208	112630	£300.00	£50.00	£250.00	03/12/20	The Play Area Inspection Company Ltd - annual inspection of play areas	£300.00
209	112631	£155.00	£0.00	£155.00	03/12/20	Simon Hine Window Cleaning Services - clean bus shelters	£155.00
210	112632	£136.98	£22.83	£114.15	03/12/20	e Slip Ltd - payroll	£136.98
211	112633	£632.00	£0.00	£632.00	03/12/20	Wallgate Limited - handwash units public toilets	£632.00
212	112634	£94.63	£15.77	£78.86	03/12/20	WF Cascade - cleaning products	£94.63
213	112635	£112.98	£18.83	£94.15	03/12/20	Viking - stationery TH	£112.98
214	112636	£324.00	£54.00	£270.00	03/12/20	David Ogilvie Engineering Ltd - replace metal bin liners - mem gardens	£324.00
215	112637	£56.40	£9.40	£47.00	03/12/20	The Firpress Group Ltd - Letter head	£56.40
216	112638	£30.00	£5.00	£25.00	03/12/20	Lifestyle Repairs - new sign library - temp hours	£30.00
Total		£2,959.10	£342.15	£2,616.95			

Signature

Signature

Date

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.
Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
INCOME				
Council				
100 Precept	£210,990.00	£0.00	£210,990.00	£0.00
Total Council	£210,990.00	£0.00	£210,990.00	£0.00
Establishment				
300 Establishment- interest	£1,110.00	£0.00	£413.86	-£696.14
310 Est- misc income	£0.00	£0.00	£0.00	£0.00
330 Est- Maps	£0.00	£0.00	£249.00	£249.00
Total Establishment	£1,110.00	£0.00	£662.86	-£447.14
Tourist Information Centre				
400 Tourist Information Centre Sales	£4,000.00	£0.00	£0.00	-£4,000.00
405 Tourist Information Centre Bass Lake	£225.00	£0.00	£0.00	-£225.00
415 Rental/ Income	£10,000.00	£0.00	£4,708.33	-£5,291.67
420 Talking Books/Requests	£0.00	£0.00	£0.00	£0.00
425 TIC - Printing, Photocopy, Laminating	£0.00	£0.00	£0.00	£0.00
430 Library Replacement Card	£0.00	£0.00	£0.00	£0.00
435 Library Fines	£0.00	£0.00	£0.00	£0.00
440 ABC Printing	£0.00	£0.00	£0.00	£0.00
445 CCC - Printing	£0.00	£0.00	£0.00	£0.00
450 Rotary Calendars	£0.00	£0.00	£0.00	£0.00
Total Tourist Information Centre	£14,225.00	£0.00	£4,708.33	-£9,516.67
Allotments				
500 Allotments rents	£1,848.00	£0.00	£1,910.00	£62.00

Agenda Item 8b)

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
Total Allotments	£1,848.00	£0.00	£1,910.00	£62.00
Christmas Lights				
600 Christmas lights donations	£1,000.00	£0.00	£939.09	-£60.91
605 Christmas Lights - Tarn Close Depot	£0.00	£0.00	£0.00	£0.00
Total Christmas Lights	£1,000.00	£0.00	£939.09	-£60.91
Memorial Garden				
700 Memorial Gardens misc income	£0.00	£0.00	£1,009.20	£1,009.20
Total Memorial Garden	£0.00	£0.00	£1,009.20	£1,009.20
Twinning				
800 Twinning Income	£0.00	£0.00	£0.00	£0.00
Total Twinning	£0.00	£0.00	£0.00	£0.00
Events				
900 Event Fireworks income	£220.00	£0.00	£0.00	-£220.00
905 Events- festival income	£0.00	£0.00	£0.00	£0.00
910 Events- Carnival income	£0.00	£0.00	£0.00	£0.00
915 Events- Food Festival income	£0.00	£0.00	£0.00	£0.00
920 Events- Joint road closure	£0.00	£0.00	£0.00	£0.00
Total Events	£220.00	£0.00	£0.00	-£220.00
Town Hall				
200 Town Hall Room Hire	£1,500.00	£0.00	£571.63	-£928.37
205 Town Hall- Rent Day Services	£14,161.00	£0.00	£10,403.01	-£3,757.99
210 Town Hall- Rent Offices	£11,940.00	£0.00	£3,909.78	-£8,030.22
215 Town Hall- income ABC cleaning	£0.00	£0.00	£0.00	£0.00
220 Town Hall - Wedding Room Hire	£7,000.00	£0.00	£4,532.00	-£2,468.00
Total Town Hall	£34,601.00	£0.00	£19,416.42	-£15,184.58

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
Open Spaces				
1100 Open Spaces- Fishing Rights-Permits	£65.00	£0.00	£0.00	-£65.00
1105 open Spaces- war memorials	£0.00	£0.00	£200.00	£200.00
1110 open Spaces- Public Clocks	£0.00	£0.00	£0.00	£0.00
1115 Open Spaces- flower baskets/bulbs	£0.00	£0.00	£0.00	£0.00
1130 Bus Shelters	£0.00	£0.00	£0.00	£0.00
Total Open Spaces	£65.00	£0.00	£200.00	£135.00
Projects				
1010 Cenotaph	£0.00	£0.00	£0.00	£0.00
Total Projects	£0.00	£0.00	£0.00	£0.00
Other Properties				
1205 Other Properties- Victoria Hall Rent	£2,500.00	£0.00	£1,666.64	-£833.36
1210 Other Properties- Tarn Close Sports Ground	£375.00	£0.00	£375.00	£0.00
1215 Other Properties- quarterly play area /grass	£0.00	£0.00	£0.00	£0.00
Total Other Properties	£2,875.00	£0.00	£2,041.64	-£833.36
Balances				
1300 Balances - To income	£0.00	£0.00	£0.00	£0.00
Total Balances	£0.00	£0.00	£0.00	£0.00
VAT Refunds				
1500 VAT Refunds	£0.00	£0.00	£14,563.12	£14,563.12
Total VAT Refunds	£0.00	£0.00	£14,563.12	£14,563.12
Public Toilets				

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.
Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
1400 Public Toilets - Income	£3,000.00	£0.00	£1,543.00	-£1,457.00
Total Public Toilets	£3,000.00	£0.00	£1,543.00	-£1,457.00
Total Income	£269,934.00	£0.00	£257,983.66	-£11,950.34

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

		2020/2021	Reserve Movements	Actual Net	Balance
EXPENDITURE					
Council					
1600	To Balances	£0.00	£0.00	£0.00	£0.00
Total Council		£0.00	£0.00	£0.00	£0.00
Establishment					
3000	Establishment Wages	£78,398.00	£0.00	£61,917.78	£16,480.22
3010	Establishment- phone, net, postage	£1,200.00	£0.00	£471.43	£728.57
3020	Establishment- print, statio, equip	£2,500.00	£0.00	£503.47	£1,996.53
3030	Establishment- ins not town hall	£8,000.00	£0.00	£10,587.07	-£2,587.07
3040	Establishment- subscriptions	£870.00	£0.00	£1,008.72	-£138.72
3050	Establishment- Audit fees	£1,250.00	£0.00	£1,011.70	£238.30
3060	Establishment- Misc	£3,500.00	£0.00	£1,818.83	£1,681.17
3070	Establishment- Grants to orgs	£1,000.00	£0.00	£0.00	£1,000.00
3080	Establishment- Advertsing	£250.00	£0.00	£0.00	£250.00
3090	Establishment- Mayors Allowance	£2,200.00	£0.00	£2,200.00	£0.00
3100	Establishment- Mayors Entertainment Fund	£550.00	£0.00	£66.79	£483.21
3110	Establishment- Elections	£1,000.00	£0.00	£0.00	£1,000.00
3130	Establishment- H&S	£50.00	£0.00	£65.80	-£15.80
3140	Establishment- Training	£500.00	£0.00	£144.00	£356.00
3150	Establishment- Bank Charges	£1,200.00	£0.00	£220.43	£979.57
3160	Establishment- Payroll	£500.00	£0.00	£285.85	£214.15
Total Establishment		£102,968.00	£0.00	£80,301.87	£22,666.13
Tourist Information Centre					
4000	Tourist Information Centre-wages	£21,100.00	£0.00	£13,950.40	£7,149.60
4010	Tourist Information Centre- goods resale	£2,500.00	£0.00	£0.00	£2,500.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
4020 Tourist Information Centre-costs	£16,000.00	£0.00	£11,166.73	£4,833.27
4030 Tourist Information Centre-Bass lake	£180.00	£0.00	£0.00	£180.00
4040 Rotary Calendars	£0.00	£0.00	£0.00	£0.00
Total Tourist Information Centre	£39,780.00	£0.00	£25,117.13	£14,662.87
Allotments				
5000 Allotments Water Charges	£1,000.00	£0.00	£224.83	£775.17
5010 Allotment Gen Main	£1,400.00	£0.00	£0.00	£1,400.00
5030 Rent for St Helen's Street	£330.00	£0.00	£330.00	£0.00
Total Allotments	£2,730.00	£0.00	£554.83	£2,175.17
Christmas Lights				
6000 Christmas lights contract	£17,878.00	£0.00	£0.00	£17,878.00
6010 Christmas Light misc bulb cable etc	£5,186.00	£0.00	£1,677.28	£3,508.72
6020 Christmas Lights Elec Costs	£1,000.00	£0.00	£0.00	£1,000.00
6030 Christmas Lights SWOD exp	£3,000.00	£0.00	£563.40	£2,436.60
6040 Christmas Lights comps	£125.00	£0.00	£105.45	£19.55
6050 Christmas Lights - CADS Panto	£350.00	£0.00	£0.00	£350.00
6060 Christmas Lights - Tarn Close Depot	£4,361.00	£0.00	£4,470.15	-£109.15
Total Christmas Lights	£31,900.00	£0.00	£6,816.28	£25,083.72
Memorial Garden				
7000 Memorial Gardens Contract	£8,550.00	£0.00	£9,197.10	-£647.10
7010 Memorial Gardens Play Area	£3,000.00	£0.00	£280.00	£2,720.00
7020 Memorial Gardens Misc	£5,000.00	£0.00	£2,685.56	£2,314.44
Total Memorial Garden	£16,550.00	£0.00	£12,162.66	£4,387.34
Twinning				
8000 Twinning visit incoming	£6,500.00	£0.00	£60.00	£6,440.00
8010 Twinning Visit Out Going	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
8020 Twinning Grants EPSF	£500.00	£0.00	£0.00	£500.00
Total Twinning	£7,000.00	£0.00	£60.00	£6,940.00
Events				
9000 Events- FireworksDisplay	£6,000.00	£0.00	£0.00	£6,000.00
9010 Events - Festival exp	£500.00	£0.00	£0.00	£500.00
9020 Events- Carnival exp	£250.00	£0.00	£0.00	£250.00
9030 Events- Food Festival	£4,166.00	£0.00	£0.00	£4,166.00
9040 Events - Taste Christmas	£1,000.00	£0.00	£0.00	£1,000.00
9060 Events- Joint Road Closure	£0.00	£0.00	£0.00	£0.00
Total Events	£11,916.00	£0.00	£0.00	£11,916.00
Town Hall				
2000 Town Hall - Gen Main	£2,500.00	£0.00	£60.00	£2,440.00
2010 Town Hall- Refurb of Furnishings	£1,000.00	£0.00	£0.00	£1,000.00
2020 Town Hall- Capital Impr Scheme/ Grd Maint	£1,000.00	£0.00	£4,880.00	-£3,880.00
2030 Town Hall- rates	£12,500.00	£0.00	£12,475.00	£25.00
2040 Town Hall- Utilities	£6,000.00	£0.00	£3,838.60	£2,161.40
2050 Town Hall- Phone, net, frank	£2,176.00	£0.00	£1,172.77	£1,003.23
2060 Town Hall- window, bins, sanitary, fire	£600.00	£0.00	£230.45	£369.55
2070 Town Hall- Insurance	£0.00	£0.00	£0.00	£0.00
2080 Town Hall- Refreshments	£145.00	£0.00	£19.15	£125.85
2090 Town Hall- Cleaners wage	£4,000.00	£0.00	£1,889.39	£2,110.61
2100 Town Hall- cleaning products	£250.00	£0.00	£777.03	-£527.03
2110 Town Hall - Wedding Exp	£0.00	£0.00	£218.82	-£218.82
2120 Town Hall - Cleaning Contract	£0.00	£0.00	£722.25	-£722.25
Total Town Hall	£30,171.00	£0.00	£26,283.46	£3,887.54
Open Spaces				
11000 Open Spaces-Fishing stationery	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
11010	Open Spaces- war memorials	£0.00	£3,840.00	-£3,490.00
11020	Open Spaces-Public Clocks	£0.00	£0.00	£270.00
11030	Open Spaces -flower baskets	£0.00	£2,472.47	£327.53
11060	Open Spaces - Bus Shelter	£0.00	£300.00	£200.00
11080	Open Spaces - clever sid	£0.00	£0.00	£100.00
Total Open Spaces	£4,020.00	£0.00	£6,612.47	-£2,592.47
Other Properties				
12010	Other Properties-Victoria Hall exp	£0.00	£35.00	£965.00
12020	Other Properties-Tam Close	£0.00	£0.00	£0.00
	Sports Ground misc exp			
12030	Other Properties-3/4 insp/grass swings	£0.00	£2,076.82	-£222.82
Total Other Properties	£2,854.00	£0.00	£2,111.82	£742.18
Balances				
13000	Balances - From Exp	£0.00	£4,340.79	-£4,340.79
Total Balances	£0.00	£0.00	£4,340.79	-£4,340.79
VAT Refunds				
15000	VAT Due to C/E	£0.00	£0.00	£0.00
Total VAT Refunds	£0.00	£0.00	£0.00	£0.00
Public Toilets				
14000	Public Toilets- Gen Costs	£0.00	£1,061.22	£1,038.78
14010	Public Toilets - Cleaning Products	£0.00	£877.64	-£127.64
14020	Public Toilets- Cleaners Wage	£0.00	£2,502.94	-£502.94
14030	Public Toilets- Utilities/ Rates	£0.00	£3,748.79	-£1,748.79
14040	Toilet - Cleaning contract	£0.00	£2,372.60	-£2,372.60
Total Public Toilets	£6,850.00	£0.00	£10,563.19	-£3,713.19
Total Expenditure	£256,739.00	£0.00	£174,924.50	£81,814.50

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/01/01

	2020/2021	Reserve Movements	Actual Net	Balance
Total Income	£269,934.00	£0.00	£257,983.66	-£11,950.34
Total Expenditure	£256,739.00	£0.00	£174,924.50	£81,814.50
Total Net Balance	£13,195.00		£83,059.16	

COCKERMOUTH

MECHANICS BRASS BAND

(Founded 1825)

Charitable Incorporated Organisation No. 1190644

www.ckermouthmechanics.com



Cockermouth Mechanics Brass Band

Chair: Jane Hunter



Mrs Sheila Brown
Town Clerk, Cockermouth Town Council

14th November 2020

Dear Sheila,

Would you please, as Clerk to Cockermouth Town Council, request at your next Town Council meeting that your Town Councillors consider this request to make a donation to Cockermouth Mechanics Brass Band which is a registered charity and is one of the oldest brass bands in the world.

Cockermouth Town Council is recognised for trying to improve the community and wellbeing of the Parishioners it serves. Cockermouth Mechanics Brass Band has a long and proud history of music making in West Cumbria and shares your desire to enrich the communities it draws players from and performs to. Your Councillors can see some of the work we do by looking at our Facebook page or on our website – both are listed above. In addition to our main band of more than 30 players, we have a thriving apprentice band of 20 or so players.

In this challenging year our performances and fund raising have been sorely affected by the cancellation of agricultural shows and public performances. We do actually need your help if we are to keep developing players through our Apprentice Band and keep sustaining the main band. Brass band tuition is expensive, both in instruments and music, but it is and has always been our tradition to provide tuition and instruments free to children and adults alike.

For a time we did try continuing with rehearsals in an open sided farm barn even though we had to spend an additional £485 on safety and sanitising equipment, but obviously this had to stop as the COVID situation worsened. We really want to be up and running once there is a return to normality hopefully after the national vaccination programme.

If you could see your way forward to making a donation we can assure you that your contribution would make a real difference to our Band and allow us to function as a community asset whilst we all battle our way through this awful pandemic. If you do feel you can help, please let me know so that I can send you our bank details.

Yours sincerely,

Secretary: John Wilson

Green Close Farm, Little Broughton, Cockermouth CA13 0YG

Email: johnwilsoncf@gmail.com 01900 825357 - 07802 231967



Clerk - Cockermouth TC

From: John Wilson <johnwilsongcf@gmail.com>
Sent: 17 November 2020 14:20
To: Clerk - Cockermouth TC
Subject: Re: Funding Request
Attachments: 02051201.PDF

Dear Sheila,

You are quite right in saying that more detail was required.

I attach a section from our annual accounts as audited by Tattersall and Bailey (14A Main St Cockermouth) as background to my request for some modest support for the band.

The band never charges for Cockermouth functions e.g. Christmas Lights switch-on, Armistice Parade, Cockermouth Live, Carnival, Daffodil Day because we feel that we are representing our home town, Cockermouth. Similarly we did not charge for welcoming Prince William and the Duchess of Cambridge because we felt we were representing Allerdale. We do charge other organisations. For example Keswick Town usually hires us two or three times a year at the rate of £250 per event. We were going to play at Wigton Carnival this year at the rate of £350. We play at several shows - e.g. Loweswater, Keswick, Cockermouth - again at the rate of £200. We also play for the occasional wedding for a fee based upon the number of players. Broughton village always hires us each year for their Over 60's club and pay us £50 - other villages make specific requests from time to time. Our big money earner each year is the Christmas concert at Hundith Hill Hotel where we have a splendid raffle with generous donations from Cockermouth shops.

This year we have not been able to earn any money since all public playing has been cancelled. We did, however, provide a trumpeter for the town's scaled down Armistice ceremony. When the first of our band members died this year, the government rules meant that we could not play at all to mark his passing. When a second member died we were allowed to have a group of six musicians play hymns as his cortege passed.

Our income has stopped but expenditure continues. The following are examples:

- £200+ fee to Making Music who provide us with liability and instrument insurance
- £100 fee for hosting our website (www.cockermouthmechanics.com)
- £150 to purchase moisture guards (muslin shields now required for any playing)
- A further £335 to purchase sanitising and safety equipment, lighting and chairs when we were allowed to play in an open sided farm barn but forbidden to play indoors. Even playing a farm barn is now not allowed
- Support (music and instruments) for our Apprentice band where the majority of members play in Cockermouth Schools where they are taught by Mrs Alexandra Kenyon.
- The honorarium of £400 per annum to our conductor. It would have been churlish to diminish this particularly since she continues to organise us with practice music at home. She is still organising the music that we individually recorded to mark VJ Day
- Instrument repairs and service. Brass band instruments, like cars, need regular servicing by local technicians

It could well be that Cockermouth Town Council's finances are under similar pressure, in which case we would understand that we all need to tighten our belts and find some way of coping. If, however, Councillors felt that they could provide some modest support, we would be very grateful.

Yours sincerely,
John Wilson (Secretary)

COCKERMOUTH MECHANICS BRASS BAND

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2018**

	31.12.18		31.12.17	
	£	£	£	£
Income				
Public donations	600		1,076	
Concert donations	<u>4,337</u>		<u>4,523</u>	
		4,937		5,599
Other income				
Bank account interest		<u>2</u>		<u>-</u>
TOTAL INCOME		4,939		5,599
Expenditure				
Rent	1,360		1,360	
Sheet music	282		194	
Travel and subsistence	25		250	
Instruments and repairs	25		114	
Hundeth Hill	1,600		1,500	
Conductors fees	510		600	
Member expenses	380		-	
Sundry expenses	85		197	
Accountancy	300		300	
Depreciation of tangible fixed assets	<u>870</u>		<u>977</u>	
		<u>5,437</u>		<u>5,492</u>
EXCESS OF EXPENDITURE OVER INCOME		(498)		107
2017 - INCOME OVER EXPENDITURE		<u><u> </u></u>		<u><u> </u></u>

Clerk - Cockermouth TC

From: PHIL CAMPBELL <geranuk100@aol.com>
Sent: 29 November 2020 14:41
To: Clerk - Cockermouth TC
Cc: John & Georgina Dent; Cllr. Richard Watson; Cllr. Alan Kennon; Cllr. Alan Smith; Cllr. Julie Laidlow; Cllr. Alan Tyson; Cllr. David Malloy; Cllr. Isabel Burns; Cllr. Andrew Semple; Cllr. Christine Smith; Cllr. Grace Bennion; Cllr. Simon Nicholson; Cllr. Stephen Barnes
Subject: Cockermouth 800

Hi Sheila,

You may be aware that 2021 represents the 800th anniversary of the granting of the market charter to Cockermouth. I believe that the key dates are 19th May 1221, when it was first granted for a Saturday market, and 20th November 1221, when the charter was changed to a Monday. The Civic Trust feel that it is important for the town to celebrate this anniversary. At first sight, it might be thought that this coming year is not a good year for such a celebration, but we feel that it will be particularly good for the town to have such a focus as, hopefully, we come out of the pandemic and its restrictions.

I am writing to you to see if you feel that the Town Council would be interested in participating in any way? Just one example could be a medieval theme to the carnival and clearly the TIC will need to be involved.

I've spoken to Allerdale BC and have had a positive response from them. In particular, they have already been considering re-introducing a regular market in Cockermouth and this could be a focus for them. We have agreed to get together in the new year to discuss it further.

Clearly there are many 'ways of skinning a cat', but our initial thoughts are to have a season of activities on the Cockermouth 800 theme rather than one big event, and this to run from May 19th to November 20th. In this way, individual organisations can potentially put on events through the season on a medieval theme, plus existing annual events could also be given a medieval theme. In this respect we are thinking of Taste Cumbria, Cockermouth Live, Heritage Group Exhibition, Town Carnival, etc. We do however think that it would be good to have an opening event as close to May 19th as possible. One thought we had would be for a Cockermouth Traders' Market for this, if the Chamber of Trade come on board.

If this goes ahead in some form, there will need to be an overall organisational group & some level of funding depending on the extent of the programme.

I would be grateful for your thoughts. Clearly, what we do will be dependent on how the pandemic situation develops, but hopefully by May the vaccine roll out will have put us all in a much better position.

Best wishes,

Phil

Phil Campbell
Chairman, Cockermouth Civic Trust
geranuk100@aol.com
01900 823485

-
CLERK'S REPORT

Tourism and Publicity/Library

Visitor numbers for December will be reported in January 2021.

The library/tic successfully re-opened on Friday 4 December 2020.

Pamela Wilkinson has joined the library team. Pamela has a wealth of experience working in the public sector specialising in library, information and customer services.

Town Hall

Gutters to be cleaned.

I have re-negotiated our BT contract for the next 2 years.

Memorial Gardens

Three new litter bin inserts have been purchased.

Weddings

From 5/11/20 – 1/12/20 all weddings have been cancelled due to the National lockdown.

We have received confirmation that wedding ceremonies and civil ceremonies will be able to go ahead following the latest period of restrictions. All guidance put in place prior to the National Lockdown will be re-instated.

Our last wedding of the year will take place at 12 noon on Christmas Eve.

Public Toilets

They re-opened on 29 June 2020.

The legislation giving mandatory 100% relief from business rates for public lavatories has been passed by the House of Commons. The legislation must still be approved by the House of Lords, but if passed in its current form the relief will be backdated to 1st April 2020.

Play Areas

These re-opened 4 July 2020.

Allotments

Plot 5a The Gote has been re-let.

Christmas Closure

The Town Hall and library will close at 1.30pm on Christmas Eve and re-open on 4 January 2021.

Carols round the tree

I recommend that this event be cancelled.

Metalcraft Community Fund

Their next meeting will take place on 13/1/21. The deadline for applications is 31/12/20.

Grand Window and Window Spotting Competition

The Mayor will announce the winners at the meeting.

Christmas Raffle in aid of Mayor's Charity

The Mayor will announce how much was raised.

Clerk - Cockermouth TC

From: Cockermouth Shop <Cockermouthshop@strolling4shoes.co.uk>
Sent: 18 November 2020 13:39
To: Clerk - Cockermouth TC
Subject: Chamber of Trade

Hi Shelia
 Julie has asked me to forward this to you for tonight's meeting

Andrew

Dear Julie

Many thanks for your consideration of our request for financial assistance for Cockermouth & District Chamber of Trade's plans to recruit an administrative and marketing assistant to assist with our organisation's work.

As requested, please find here a little more information about our proposal.

This person's main responsibilities will be:

- To act as the main point of contact between the Chamber and the town's businesses
- To substantially increase our membership numbers and, therefore, our membership income
- To contribute to, develop and implement our future marketing plans to promote the town to a regional and national audience
- To source new income streams so that we can increase our activities
- To welcome new businesses to the town and encourage their involvement in the Chamber and the town's many and varied events and activities
- To bridge the gap between the town centre and its outlying business districts and villages within the CA13 postcode
- To liaise with external organisations, including the councils, to ensure a joined-up approach to marketing and promotion
- To further develop our already successful website, www.cockermouthonline.co.uk

We anticipate that this person will be hired for the equivalent of one day a week on a freelance basis and are initially planning for this role to be in place for the next two years. We propose that they are paid £5,000 per year with Chamber funds paying for half this amount and external funding covering the other 50%.

We hope this role will complement the work that the Town Council and Allerdale Borough Council's teams are doing in terms of Covid-19 business recovery, destination management and regeneration, and don't anticipate that there will be any duplication. Rather, we hope for an even better spirit of co-operation.

Cockermouth is a thriving town and is unique in Allerdale and West Cumbria – we want to see it, and its business community, go from strength to strength in these challenging times.

I look forward to hearing from you.

Andrew Marshall

Chairman, Cockermouth & District Chamber of Trade

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From: Clerk - Cockermouth TC
Sent: 19 November 2020 08:43
To: Cockermouth Shop <Cockermouthshop@strolling4shoes.co.uk>
Subject: RE: Chamber of Trade

Hi Andrew, unfortunately I did not receive this detail until just before our meeting and many of the councillors did not have a chance to read it.

Discussion of this issue has been deferred until our December meeting.

Sheila Brown

The Town Clerk

Cockermouth Town Council

The Town Hall

Market Street

Cockermouth

Cumbria

CA13 9NP

Tel: 01900 821869

www.cockermouth.org

clerk@cockermouth.org

Facebook @CockermouthTownHall

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Clerk - Cockermouth TC

From: Andrew Marshall <andrew@strolling4shoes.co.uk>
Sent: 20 November 2020 14:21
To: Clerk - Cockermouth TC; Cllr. Julie Laidlow
Subject: Re: FW: Chamber of Trade

Good afternoon Sheila

Since I emailed earlier in the week we have secured a large proportion of the funding for our new assistant. We are delighted that we now have funds to cover 2021 and most of 2022. We originally wanted £5k over 2 years and we have £4,250 committed so we are still looking for £750.

If the town council at their next meeting are able to support us it would be much appreciated. i thought, I should keep you updated as I dont want to finish up having more money than we need

Look forward to hearing from you after the next Council meeting

Andrew

On Thu, Nov 19, 2020 at 11:52 AM Clerk - Cockermouth TC <clerk@cockermouth.org> wrote:

Fyi

Sheila Brown

The Town Clerk

Cockermouth Town Council

The Town Hall

Market Street

Cockermouth

Cumbria

CA13 9NP

Tel: 01900 821869

www.cockermouth.org

clerk@cockermouth.org

Facebook @CockermouthTownHall

To: Bob Morrell; clerk@cockermouth.org
Subject: Re: Flood defence barriers

Bob the person who would be able to advise you on this request is Sheila, our town clerk who I've copied in on this response.

Sheila please can you help Bob with this enquiry?

Rebecca

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Bob Morrell <bobbyjohnmorrell@gmail.com>
Date: 26/10/2020 13:01 (GMT+00:00)
To: "Hanson, Rebecca" <Rebecca.Hanson@cumbria.gov.uk>
Subject: Flood defence barriers

Hi Rebecca,

I wonder if you can help the residents of Bridge Street Close once again. As you will know Cockermouth got a number of grants after the flooding of 2015 for future prevention and resilience and the residents got a grant to purchase 2 portable defence barriers. These have been stored at various points around Bridge Street and the Bridge Street Close, none of which have been really suitable. At present they are stored in a private parking space in the close.

There has been some minor damage to one of the boxes which had a lock broken, but nothing was taken, but it has made our insurers a bit jumpy and they won't now cover theft. Given that these are valued at £18k we feel that we can't give them a secure storage space in the close.

This sprung a light bulb moment in my otherwise tumble weed mind as a thought about the library backyard? Then it would be secure as it has decent gates and a padlock, it is near enough for us get to in an emergency and would mean we could insure the property, which as much the town's as it ours. All we would need is a few keyholders.

U3A use the building already and have their own keys so that they can access their room even when The library is closed. Why not us? There is plenty of room out there and there would be no additional cost to them as we would be able to pay for the insurance.

Let me know your thoughts and who might be able to help us if you think this has any legs on it.

Regards

Bob Morrell

Bridge Street/Bridge Street Close Residents Association

01900 821766

WARNING: Email attachments may contain malicious and harmful software. If this email is unsolicited and contains an

Clerk - Cockermouth TC

From: Bob Morrell <bobbyjohnmorrell@gmail.com>
Sent: 27 October 2020 09:28
To: Clerk - Cockermouth TC
Subject: Re: Flood defence barriers
Attachments: IMG_20201027_091936.jpg

Hi Sheila

Picture attached. If it were felt they would take too much space up. We could live with one stored there. The box on the left has the barriers and pumps and all the valuable itmes.

Dimensions are:-

Height. 1.25m

Width. 1.43m

Depth. .80m

Regards Bob

From: Clerk - Cockermouth TC
Sent: Tuesday, 27 October 2020 08:09
To: Bob Morrell
Subject: RE: Flood defence barriers

Bob can you send me a photo of the barriers so I can visualise how much space they would take up please.

Sheila Brown
The Town Clerk
Cockermouth Town Council
The Town Hall
Market Street
Cockermouth
Cumbria
CA13 9NP

Tel: 01900 821869

www.cockermouth.org

clerk@cockermouth.org

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From: Bob Morrell <bobbyjohnmorrell@gmail.com>
Sent: 27 October 2020 07:58
To: Hanson, Rebecca <Rebecca.Hanson@cumbria.gov.uk>; Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Re: Flood defence barriers

Thank you.

Regards Bob

From: Hanson, Rebecca
Sent: Monday, 26 October 2020 13:05

Clerk - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 19 November 2020 10:37
To: Cllr. Alan Kennon; Cllr. Alan Smith; Cllr. Alan Tyson; Cllr. Andrew Semple; Cllr. Christine Smith; Cllr. David Malloy; Cllr. Grace Bennion; Cllr. Isabel Burns; Cllr. Julie Laidlow; Cllr. Richard Watson; Cllr. Simon Nicholson; Cllr. Stephen Barnes
Subject: FW: Use of outside space back of library

One box would be better. See Bob's reply below

Sheila Brown
The Town Clerk
Cockermouth Town Council
The Town Hall
Market Street
Cockermouth
Cumbria
CA13 9NP

Tel: 01900 821869
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From: Bob Morrell <bobbyjohnmorrell@gmail.com>
Sent: 19 November 2020 10:34
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Re: Use of outside space back of library

Thanks for getting back to me on this. If it was a bit tight for space we would be happy with one box. Both barriers fit in one box and that has all the importance and value for insurance purposes.

Regards Bob

From: Clerk - Cockermouth TC
Sent: Thursday, 19 November 2020 10:03
To: Bob Morrell
Subject: Use of outside space back of library

Hi Bob, consideration of this item was deferred last night.

Alan Kennon will mark out the space needed and we will reconsider at our December meeting.

Sheila Brown
The Town Clerk
Cockermouth Town Council
The Town Hall
Market Street

Clerk - Cockermouth TC

From: richard watson <rawatson1@live.co.uk>
Sent: 20 November 2020 20:57
To: Clerk - Cockermouth TC
Subject: Fw: Path between Caldecote Ave and Greyrigg Ave

Hi Sheila,

Please could this correspondence / request go on the next TC agenda?

Thanks,

Richard

From: Marion Bowman <marionbowman@btinternet.com>
Sent: 20 November 2020 14:35
To: richard watson <rawatson1@live.co.uk>
Cc: benniongrace@gmail.com <benniongrace@gmail.com>
Subject: Re: Path between Caldecote Ave and Greyrigg Ave

Thanks Richard

Marion Bowman
07957 232 932

On 20 Nov 2020, at 13:45, richard watson <rawatson1@live.co.uk> wrote:

Hi Marion,

I know the section of path you refer to very well. I'll certainly ask whether it can be renovated, and I'm sure Grace will be sympathetic too.

I'll keep you posted as to progress.

Best wishes,

Richard

Get [Outlook for Android](#)

From: Marion Bowman <marionbowman@btinternet.com>
Sent: Friday, November 20, 2020 12:45:32 PM
To: rawatson1@live.co.uk <rawatson1@live.co.uk>; benniongrace@gmail.com <benniongrace@gmail.com>
Subject: Path between Caldecote Ave and Greyrigg Ave

Dear Richard and Grace,
I hope you are both keeping well. Thank you for serving as town Councillors for South Lodge ward. I want to ask if you might be able to have the footpath that runs across the play area between Caldecote and Greyrigg Avenues re-laid? I think it must be Town Council land as there is a TC sign there relating to corona virus advice.

The path is part of a significant pedestrian route to and from town as well as forming part of a popular mostly traffic-free circular walk from Double Mills bridge up river to Simonscales Mill then up Simonscales Lane to join the path in question back down to the Bridge.

It is in a very poor state of repair and, in the kind of weather we are now having, potentially hazardous. It is about 50m long and extremely narrow with large holes in the surface and very uneven under foot. In heavy rain the holes fill with water and it becomes rivulet-like, forcing people to then walk on the grass either side which of course is also muddy and slippery. The area is also used by children to run about and play football, so the state of the path must be a risk to them too. Like a lot of people I use the path a lot and more so at the moment as I try to rebuild my strength after a broken leg last year and two serious operations this year. I am passionate about getting people out of their cars, especially as they age, as walking is so good for physical and mental health to say nothing of the carbon emissions saved.

I am sure you are both sympathetic to these arguments so I would be very appreciative if you could pop out and have a look at what I'm talking about and see if something can be done.

Finally, further down towards town, it was great to see the improvements to both the section of path that runs from the end of Dale View to the bridge and the section along river bank in the park, but the section from the end of the bridge, through the gate, into the park to the junction with the new stretch down along the river bank is in a terrible state. The short section between the end of the bridge and the park gate is really bad as it is how surface water draining down the Double Mills access road finds a route to the river in heavy rain, bringing debris and large stones with it. But the section inside the park is not much better despite being less affected by surface water.

If all these areas along the whole route of this very attractive and important path into town could be improved, this aspect of what our ward and the town has to offer would be significantly enhanced and all for the greater good.

Many thanks for reading this long email.

I look forward to hearing from you.

Best wishes,

Marion Bowman
6 Linstock Avenue CA13 9EG
07957 232 932