

# Cockermouth Town Council



11 February 2021

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held virtually using Microsoft teams on **Thursday 18 February 2021 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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Cumbria  
CA13 9NP

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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 20 January 2021 (pages 1-4)**

**3. To authorise the Mayor to sign as a correct record the minutes of the last special planning meeting held on 4 February 2021 (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**)
- b) To consider an application for tree works, 24 Low Road (**pages 8-28**)
- c) To consider an application for tree works, 14 Challoner Court (**pages 29-36**)

**8. Financial Matters**



*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 (**pages 37-38**)
- b) To review our Grant Awarding Policy (**pages 39-42**)
- c) To consider a request for financial support from Kirkgate Arts (**pages 43-44**)
- d) To consider a request for financial support from Community Heartbeat (**pages 45-46**)

**9. Clerks Report (pages 47-48)**

**Press and Public Welcome**

Minutes of a Meeting of Cockermouth Town Council held virtually on Wednesday 20 January 2021 at 7.00pm

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

Also Present: Mark Jenkinson MP & 4 members of the public.

**124 Minutes**

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last meeting held on 16 December 2020.

**125 Declaration of Interest**

Councillors A Smith & A Tyson declared an interest in item 7 due to being members of the Development Panel.

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

Councillor Barnes declared an interest in item 11 due to being a trustee of the Bee Keepers Association.

**126 Mayor's Announcements**

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

The Lancaster Court Development Opening  
Prize giving for the Window Spotting Competition

**127 Public Participation**

There was no public participation.

**128 Planning Applications**

These planning applications were circulated prior to our meeting due to time constraints:

HOU/2020/0203

Proposed second storey extension above existing garage. Alterations to driveway and single storey rear extension

7 Gable Avenue

Recommended – Approval

HOU/2020/0518

Addition of a glazed screen to the gable, addition of an oak frame porch, increase width of parking area, refurbishment of existing balcony and flat roof with addition of bridge to higher land behind house and double doors on the flat roof extension increased in line with the glazed side panels

Double Mills House

Recommended - Approval

FUL/2020/0512

Proposed continued use of upper area as additional parking for Mitchells Auction Company

Lakeland Agricultural Centre

Recommended – Approval.

The following planning applications were discussed at our meeting-

HOU/2021/0002

Re-submission of application HOU/2020/0147 for proposed single rear extension and terrace, two storey side extension and replacement garage

47 Castlegate Drive

Recommended – Approve

**129 Tree Works**



Recommended – That the various tree works, 11 The Parklands be approved.

### **130 Schedule of Payments**

Resolved – That the schedule of payments in the sum of £2,380.03 be formally approved for payment.

### **131 Budget & Precept Setting**

Resolved – That our budget/precept for 2021/22 be set at £253,230.

### **132 Calc Newsletter**

Agreed – That the content of the November/December 2020 newsletter be noted.

### **133 One Way System on Station Street**

Those present considered a complaint from an elector, Mr Jenkinson regarding his disappointment in observing Councillor Laidlow ignoring the covid-19 rules in place on Station Street.

Councillor Laidlow apologised for not observing the one-way system on Station Street and encouraged everyone to observe the guidance.

Resolved – That the apology be accepted.

### **134 Clerk's Report**

Agreed - That the content of the report be noted.

### **135 Climate Emergency Sub Committee**

Councillor Watson requested an update from the Climate Emergency Sub Committee. He encouraged the sub committee to meet as soon as practicable so that we could progress our green agenda.

Councillor A Smith informed those present that tetrapak recycling was no longer undertaken anywhere in Cumbria.

The Town Clerk gave an update on our tree planting application. Tivoli had supplied the tender costs and these had been submitted to Cumbria Woodlands for consideration.

Councillor Malloy expressed his disappointment that those costings did not include works proposed at Towers Lane or the Memorial Gardens. He also suggested that biodegradable tree protectors and an alternative to weedkiller be used. Above all,

he reminded those present that we had agreed that the whole scheme be cost neutral.

These comments had been passed on to Cumbria Woodlands by the Town Clerk.

The Chairman of the Climate Emergency sub-committee asked that a meeting be scheduled as early as practicable in February.

Resolved – That the Town Clerk schedule a meeting of the Climate Emergency Sub Committee as soon as practicable.

### **136 The Climate and Ecological Emergency (CEE) Bill**

Without more significant and sustained action, the world is set to exceed the Paris Agreement's 1.5 degree Celsius limit between 2030 and 2040. The UK target of Net zero by 2050 is not satisfactory. It is too little too late.

This Bill requires the Prime Minister to achieve climate and ecology objectives; gives the Secretary of State a duty to create and implement a strategy to achieve those objectives; establishes a Citizens' Assembly to work with the Secretary of State in creating that strategy and gives duties to the Committee on Climate Change regarding the objectives and Strategy.

Mark Jenkinson MP stated that as the Bill proposed passing control to a separate body he therefore would be unable to support the Bill.

Resolved – a) That Cockermouth Town Council supports the Climate and Ecological Emergency Bill.

b) That we inform local media of this decision.

c) That we write to the CEE Bill Alliance, the organiser's of the campaign for the Bill, expressing our support.

The meeting ended at 7.34pm

Minutes of a special planning meeting of Cockermouth Town Council held virtually on Thursday 4 February 2021 at 7.00pm

Members

J Laidlaw

S Barnes  
G Bennion  
D Malloy  
A Smith  
A Semple  
R Watson

I Burns  
A Kennon  
S Nicholson  
C Smith  
A Tyson

**137 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.

**138 Public Participation**

There was none.

**139 Planning Applications**

FUL/2021/0014

Change of use of apartment to additional storage area in connection with retail store

63a Main Street

Recommended – Approval

HOU/2021/0005

Demolition of existing conservatory and w.c. and the erection of a new single storey extension

13 Parkside Avenue

Recommended – Approval

FUL/2021/0029

Conversion and extension of first floor from vacant storage and staff facilities serving the former bank to 4, 1 bed apartments

23 Station Street

Recommended – Approval

LBC/2021/0004

Listed building consent to extend first floor accommodation above existing first floor extension

Mill Cottage, Simonscales Lane

Recommended – Refusal materials proposed e.g. upvc windows, timber composite door and upvc rainwater goods out of character for use in a listed building.

#### **140 Tree Works**

Recommended – That the various tree works, Inchyra House, 4, Meadow Bank be approved.

#### **141 Street Naming and Numbering, Strawberry How Phase 3**

Recommended – That Tom Rudd Way and/or Tom Rudd Close be put forward.

#### **142 Planning Reform**

Resolved – That Mark Jenkinson's offer to attend a future meeting to discuss planning reform be accepted.

The meeting closed at 7.25pm

HOU/2021/0007

Demolition of existing outbuildings and construction of new extension to provide additional living space

8 Kirkfell Avenue

Recommended –

ADV/2021/0001

One fascia sign and one projecting sign, both internally illuminated

23 Station Street

Recommended -

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

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.

1. Trees Location

Number	24
Suffix	
Property name	
Address line 1	Low Road Close
Address line 2	
Address line 3	
Town/city	Cockermouth
Postcode	CA13 0GU

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

Easting (x)	311396
Northing (y)	530551

Description

2. Applicant Details

Title	Mr
First name	Jo
Surname	Howard
Company name	Joseph Howard Arboriculture
Address line 1	Mill Cottage
Address line 2	Simonscales Lane
Address line 3	

## 2. Applicant Details

Town/city	Cockermouth
Country	
Postcode	CA13 9FB

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number	
Secondary number	
Fax number	
Email address	

## 3. Agent Details

Title	Mr
First name	Jo
Surname	Howard
Company name	Joseph Howard Arboriculture
Address line 1	Mill Cottage
Address line 2	Simonscales Lane
Address line 3	
Town/city	Cockermouth
Country	Cumbria
Postcode	CA13 9FB
Primary number	
Secondary number	
Fax number	
Email	

## 4. What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?

☒ Yes ☐ No

Do you know the Tree Preservation Order reference number(s)

☐ Yes ☒ No

### 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.



#### 4. What Are You Applying For?

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

☐ Yes ☒ No

Are you wishing to carry out works to tree(s) in a conservation area?

☐ Yes ☒ No

##### Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order. 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.

Are you providing additional information in support of your application (e.g. an additional schedule of work for question 'Identification of Tree(s) and Description of Works')? ☐ Yes ☒ No

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

1. Tree Report
2. Photograph of estimated new height after pollard

#### 5. 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.

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see help for sketch plan requirements).

Please provide the following information:

- Tree species
- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- 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 one standard ash in same position.

The tree is a mature Common Oak situated in the garden to the rear of 24 Low Road Close, Cockermouth. Both a copy of the TPO map and a google earth map with the tree highlighted are included with the attached tree report. As this is the only tree in the report, it has not been numbered but is highlighted with a red circle on the google earth map and a red arrow with the words TPO Oak on the TPO map. The tree has recently been surveyed, substantial decay was found around the lower trunk. This indicates substantial decay in the root structure. The tree is large and near houses, public paths and a car park. The recommended work is to pollard the tree to the height shown in the attached photograph, this should reduce the risk and also hopefully allow the tree to re-establish a crown. I believe this tree may warrant a 5 day emergency application due to the severity of the decay. I am more than happy to meet with a member of the planning team to discuss the tree.

#### 6. Tree 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 tree location):

Name/Company

Title:

First name:

Surname:

Company name:

Address

Number

Suffix

Property name

Address line 1

Address line 2



## 6. Tree Ownership

Address line 3

Town/city

Cockermouth

Postcode

### Contact Details

Primary number

Secondary number

Fax number

Email address

## 7. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

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

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☒ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 8. Trees - Declaration

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. ☒

Date (cannot be pre-application)

18/01/2021

Joseph Howard  
Arboriculture

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**Tree Survey of Single Mature Oak Tree at 24 Low Road Close on  
Behalf of Mr and Mrs Baines**



15 December 2020

Joseph Howard  
FdSc, RFS Cert Arb

## Summary

Joseph Howard Arboriculture has been instructed by Mr & Mrs Baines to inspect a large, mature common oak tree located to the rear of 24 Low Road Close, Cockermouth. The tree is protected by a tree preservation order. The tree has been surveyed in the past after a large limb failed, as this survey was several years ago and another, smaller limb has since failed, concerns have been raised about the safety of the tree.

A survey was carried out on the tree on 15.12.2020 by Joseph Howard, the findings are presented in full section 4.1 & 4.2 of this report.

The tree was found to be in mid-decline with several large pieces of dead wood in the canopy. It was apparent from the lack of basal flare and also highlighted in previous surveys that the bank around the tree has been regraded, probably when the houses were built. This appears to have had a serious impact to the tree's root system.

Fungal fruiting bodies (probably *Ganoderma*) were visible at the base and extensive rot was found.

Recommendations are presented in depth in section 5 with two possible options.

Option 1. Remove the tree.

Option 2. Pollard the tree to a safe height.

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## **1. Introduction**

### **1.1 Work Instruction**

The survey was instructed by Mr and Mrs Baines, the homeowners. As the house is rented out and has tenants residing there currently, and as the tree is large and in close proximity to properties and has a history of shedding limbs, Mr and Mrs Baines require a survey to ensure the tree does not pose a risk to people or property.

The aim of this survey is to assess the health and condition of the trees inspected and the potential for them to cause damage to people or property. Where the risk is deemed significantly high, work recommendations have been given to reduce the likelihood or severity of tree failure.

### **1.2 Report Limitations**

This report is only valid for typical weather conditions, healthy trees or parts of healthy trees may fail in abnormal weather conditions and as such the consequences of such are unforeseeable.

Unless otherwise stated, the trees were inspected from ground level. All recommendations relate to the condition of the tree on the date inspected. Trees are living organisms and as such will always have an inherent risk associated with them, however the recommended works in this report should ensure that risks are mitigated to as low as is reasonably practicable.

Even after the recommended work has been carried out, the tree could still fail but it is unlikely that it will cause harm unless the weather conditions are extreme and/or there are major hidden defects.

This report also does not take into account the possibility of future outbreaks of pests or diseases. Operations carried out in the vicinity of the tree could affect its future health and stability; such operations could include but are not restricted to trenches dug for the installation or repair of utilities.

Ivy and other climbing plants can obstruct visual observations making it difficult to assess the tree fully. It is recommended ivy and other climbing plants be severed at the base to allow the tree to be fully inspected in the future.

## **2. Site Visit and Observations**

### **2.1 Conditions at Time of Survey**

The tree was inspected on the morning of the 15<sup>th</sup> December 2020. The weather was drizzly but fairing up, some light showers first thing relented and by the time the survey was completed, it was sunny. There was very little wind, and the visibility was good.

### **2.2 Site Description**

The tree is located in the back garden of 24 Low Road Close. The tree is in close proximity to several properties to the North, North East and South West of the tree. There is a boundary fence close to the trunk on the South side of the tree and beyond this boundary fence there is a public green space directly under the majority of the Southern half of the canopy. There is a public footpath along this public green space.

Access was available from all directions. It is apparent from the lack of trunk flare on the South side of the tree that the banking has been regraded. The ground around the tree up the bank (South) is considerably higher than the ground down the bank (North) the houses were built in 2005, this is most likely to be the date when the regrading was done.

### **2.3 Tree Preservation Orders and Conservation Areas**

The tree is not part of a conservation area but is covered by a Tree Preservation Order.

### **2.4 Location of Trees and Identification**

The tree has been identified on the Google Earth map and the Allerdale Council TPO map located in appendix 2 & 3 respectively.



### **3. How Trees Are Assessed**

#### **3.1 The Tree Survey Method**

##### **The Visual Tree Assessment Method**

Prof. Dr. Claus Mattheck introduced a biomechanically based system of Visual Tree Assessment. This method is based upon the identification of symptoms produced by a tree in reaction to a weak spot, or area of mechanical stress.

The method is a non-invasive method of examining the health and structural condition of individual trees.

It has become the standard approach for surveying trees. By visually examining a tree, it is possible to gather information on the condition of its roots, trunk, main branch structure, crown, buds and leaves to make an assessment and draw conclusions about general condition, health and vitality.

It is a systematic approach, based upon observations of both form and function of the tree, these observations are gathered and their impact on the tree is then analysed against an understanding of tree failure criteria.

Tree inspections using this method will focus on the biological signs, such as undersized leaves, discoloured foliage, dead branches, large or numerous cankers and fungal fruiting bodies. The significance of these observations is then compared with the typical growth patterns and appearance of the tree involved.

Tree inspections using this method also aim to highlight signs of structural weakness or changes in growth patterns that may indicate defects.

#### **3.2 Likelihood VS. Severity**

For a tree inspection to be effective it must be based upon the vector of Likelihood against Severity. A tree cannot simply be assessed on its structure alone. For example, a large tree can have multiple defects and an imminent likelihood of collapse but be situated in a woodland far away from public or property and so the severity of that collapse is minimal, and it would not be practicable to remove the tree. However, a much smaller tree could pose significantly more risk if it is located in an area of high public occupancy or proximity to structures of importance.

### **3.3 Managing Risks – ‘So Far as is Reasonably Practicable’**

‘So Far as is Reasonably Practicable’ is a term used in Health and Safety Law.

There is no such thing as a risk-free environment. There are inherent risks associated with all places and activities in life. Especially when dealing with large, dynamic, biological systems like trees.

For a risk to be reduced ‘So Far as is Reasonably Practicable’, it must be possible to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained. The SFAIRP principle arises from the fact that infinite time, effort and money could be spent in the attempt of reducing a risk to zero. It should not be understood as simply a quantitative measure of benefit against detriment. It is more a best common practice of judgement of the balance of risk and societal benefit.

If it can be shown that there is a gross disproportion between the risk and the sacrifice, then the sacrifice does not have to be made.



## 4. The Tree Survey

### 4.1 The Tree

Tree Number	Species	Height class	Diameter (measured at 1.3m)	Age class	Health	Structural Condition A – E (Very good - Very poor)	Contribution of years remaining
1.	Common oak ( <i>Quercus robur</i> )	>20m	1554mm	Old mature	Mid-decline	D	0-5

### 4.2 Tree Survey Findings

From a distance the tree appeared to have poor twig extension producing a 'clumpy' appearance to the exterior of areas of the canopy. This can indicate impaired vascular function.

The tree was surveyed from the top, downwards using 8x32 Vortex Binoculars, several significant dead branches were observed in the canopy.

The trunk was obscured by a climbing plant that had been woven through a wire mesh frame that had been pinned into the bark of the tree. The climber was removed to inspect the trunk of the tree.

The canopy contained several large dead branches spread evenly throughout the crown. It contained the remnants of a large branch on the South East of the tree that had failed now leaving a stub, approximately 2m long.

On the North of the trunk at 200mm above ground level, previously obscured by the climbing plant were several, large fungal brackets. Black/purple in colour and the largest being 300mm wide. They had the same characteristics as old *Ganoderma* brackets. As they had become black as *Ganoderma* brackets do with age, it was not possible to identify further than Genus. (See appendix 4)

Approximately 1000mm above the *Ganoderma* brackets, the bark of the tree was beginning to slough off, this again is an indicator of impaired vascular function and with the discovery of the brackets, it may be that the rot associated with the brackets

is affecting the cambium on the North of the stem above the brackets (see appendix 4)

A 500mm tree probe was pushed into the tree all the way up to the hilt in several locations around these brackets and no resistance was felt indicating the cavity could extend beyond the 500mm.

At ground level, a plastic lawn mat had been placed. This spanned 14.5m across the RPA of the tree at its longest (East to West) and 8.5m wide (North to South). The matting was laid right up to the base of the tree. Upon lifting this matting in various locations around the tree, a great deal of fungal mycelium was discovered.

In other areas around the stem, the bark of the tree appeared to be soft when probed, however no other large cavities were discovered.

#### **4.3 The importance of gaseous exchange at root level**

Oxygen is a necessary component of respiration, which is the process that converts stored sugars into the energy needed to keep all living organisms alive.

In the case of plants, oxygen is a necessary component in many processes including respiration and nutrient movement from the soil into the roots. Oxygen moves slowly and passively within a plant through diffusion and so if no oxygen is present at the root-soil interface, soil-absorbed nutrients and oxygen become a limiting factor.

In the absence of oxygen, root growth stops and over time roots begin to die. If absent for a prolonged period of time, root dieback can be significant, similar to drought stress conditions.

Respiration continues as photosynthesis slows and the plant begins to operate at a deficit. A prolonged period at a deficit leads to root and limb dieback, greater susceptibility to disease and pests, and eventually death.

#### **4.4 Significance**

It may be that past practices (regrading of the bank, etc) have had a serious detrimental effect on the health of the root system. This may then have allowed the ingress of fungal pathogens. Although *Ganoderma* was observed, it is more than likely the initial pathogen was *Armillaria mellea* – Honey fungus.

## 5. Recommendations

As the evidence indicates the presence of significant root decay and the tree is so large and in such close proximity to properties, the following recommendations have been made. There are two recommended options; one removes the risk entirely, the other should bring the risk to an acceptable level by reducing the likelihood and/or severity of tree failure.

### *Option 1.*

Remove the tree.

The roots have been compromised to an unknown extent. Significant rot is apparent in the stem, if the client has a low threshold for risk, this is the safest option.

### *Option 2.*

Make the tree as safe as possible and ameliorate the soil.

The tree could be pollarded down to a safe height, this involves removing all the photosynthetic area and pruning the tree to suitable points. This is a drastic operation to a tree that is already in decline and as such, the tree may not survive. However, the tree doesn't yet show markedly reduced growth and so may well reform a crown after the work.

This achieves two things, firstly it reduces the requirements of the root system. The tree has shed limbs before, this may be as a result of the impaired root system not being able to keep up with demand and so in an attempt to rebalance the system, the tree sheds limbs to reduce nutrient requirement. If all the photosynthetic area is removed the tree can grow at a pace permitted by the impaired root system.

Secondly, it reduces the requirement for anchorage. If the large canopy is removed, the wind-sail area is markedly reduced. If the root structure continues to decay, there may be a point at which the entire tree could fail at the base due to wind. There will be significantly less chance of this occurring if the wind-sail area is reduced. Also, in reducing the size of the tree, the likelihood of the tree striking property or other structures is reduced.

The soil may need to be adjusted in order to prevent further root decay. The fake-lawn matting should be removed and replaced with a porous geotextile membrane. Soil aeration should be considered to improve the gaseous exchange at the root-soil interface.

## **6. Legal Considerations**

### **6.1 TPO**

Any work will be subject to permission from the local planning authority.

### **6.2 Wildlife and Countryside Act 1981**

The nests of most birds are legally protected while they are in use. Bats are also legally protected, and their roosts are protected whether or not they are in use. The person carrying out the tree work should be aware of their duties under the legislation enacted to protect wildlife, carry out their site assessment, and work accordingly. If bats are, suspected English Nature should be consulted. T

## Appendix 1.

### Qualifications and Experience of Joseph Howard

Joseph has been climbing trees professionally for ten years. In that time, he has worked for large, commercial tree surgeons that cater to utility providers and large landowners such as The Forestry Commission, The Ministry of Defence, United Utilities, Cumbria County Council and Story's Rail. He has also worked for small, craft tree surgeons that specialise in trees in domestic settings.

Whilst working full-time as an arborist, Joseph completed his Royal Forestry Society Certificate in Arboriculture with Myerscough College in 2013.

In 2017 Joseph completed his degree in Arboriculture and Urban Forestry with the University of Central Lancashire, again through Myerscough College.

Joseph has been trained in the Quantified Tree Risk Assessment and Visual Tree Assessment methods for appraising trees.

Joseph has a great deal of experience with tree climbing equipment and carries out thorough examinations on tree climbing and rigging equipment for industry to comply with The Lifting Operations and Lifting Equipment Regulations, 1998.

Joseph has also completed two professional, internationally recognised certificates in Health and Safety Management: The NEBOSH General Certificate in Health and Safety and The NEBOSH Certificate in Construction Health and Safety.

Appendix 2.

Satellite image of the site with the tree highlighted

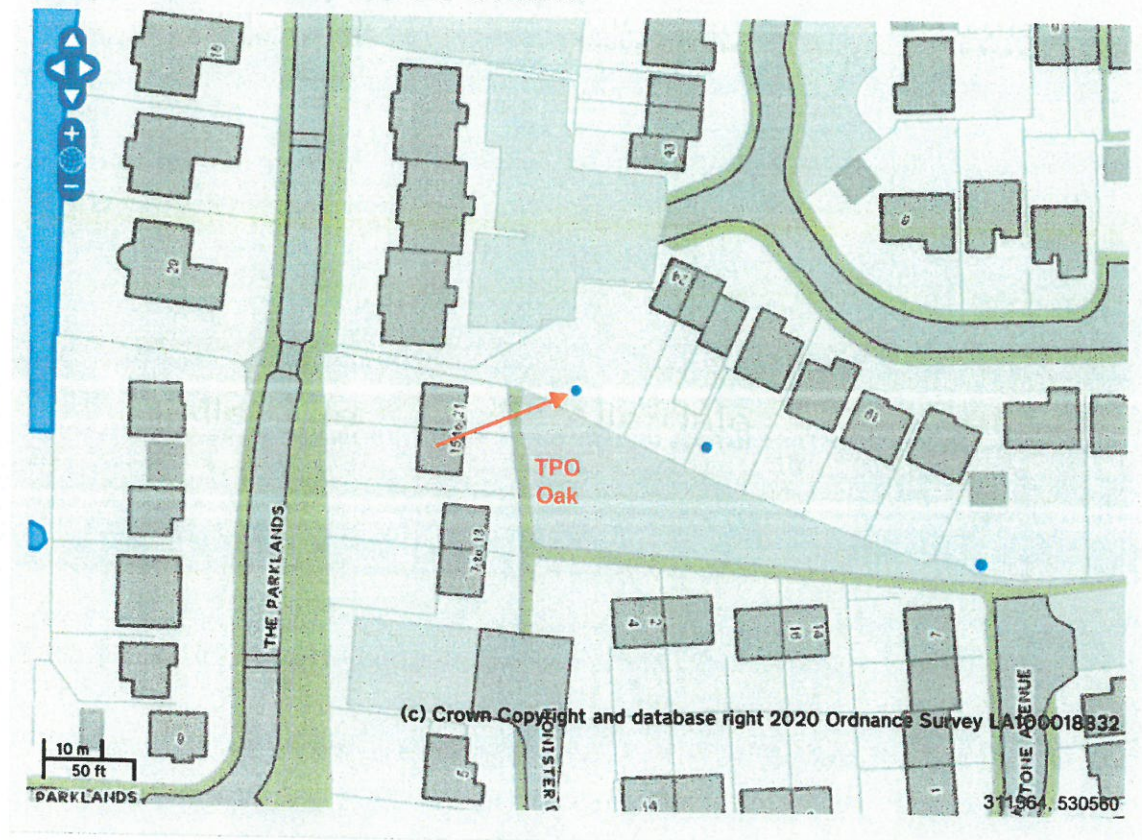




### Appendix 3.

TPO Map of the site with the tree highlighted taken from the Allerdale website.

#### Map: Tree Preservation Orders



#### Appendix 4. Photos of the tree and site

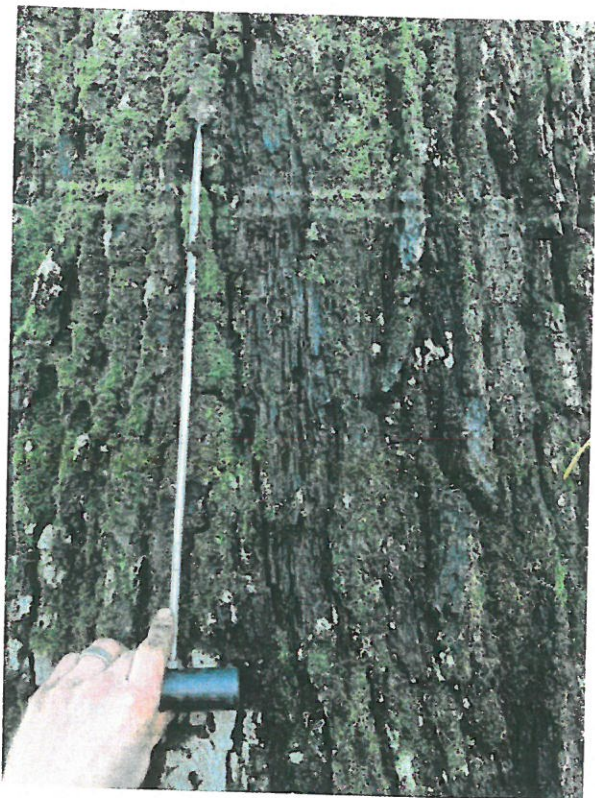


A. *Ganoderma* brackets with a 500mm tree probe for reference.



B. The same brackets with the 500mm tree probe pushed right to the hilt, there was no resistance felt.





C. Bark sloughing off above the brackets



D. 500mm Tree probe pushed all the way into the cavity

Joseph Howard  
Arboriculture

---

Estimated new height of tree after pollarding:

This will remove the majority of the sail area, reducing the likelihood and severity of failure.





CAT/2021/0001

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

**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.

**1. Trees Location**

Number	14
Suffix	
Property name	
Address line 1	Challoner Court
Address line 2	
Address line 3	
Town/city	Cockermouth
Postcode	CA13 9RN

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

Easting (x)	312209
Northing (y)	530450

Description

--

**2. Applicant Details**

Title	Ms
First name	Christine
Surname	WATT
Company name	
Address line 1	14 Challoner Court
Address line 2	Cockermouth
Address line 3	

## 2. Applicant Details

Town/city

Country

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

## 3. Agent Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

Country

Postcode

Primary number

Secondary number

Fax number

Email

## 4. What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?

☐ Yes ☒ No

Are you wishing to carry out works to tree(s) in a conservation area?

☒ Yes ☐ No

### Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order. 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.

Are you providing additional information in support of your application (e.g. an additional schedule of work for question 'Identification of Tree(s) and Description of Works')?

☐ Yes ☒ No

## 5. 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.

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see help for sketch plan requirements).

Please provide the following information:

- Tree species
- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- 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 one standard ash in same position.

ONE LIME TREE - HIGHLIGHTED ON ATTACHED BLOCK PLAN  
WE HAVE HAD A SITE VISIT FROM PRECISION TREES (PAUL LIVSEY) WHO ADVISED THAT THERE IS A POCKET OF DECAY ON THE SOUTH SIDE OF THE TREE APPROXIMATELY 2m ABOVE GROUND LEVEL. THERE IS ALSO VISIBLE HONEY FUNGUS ON THE EAST SIDE OF THE TREE, APPROXIMATELY 2.5m ABOVE GROUND LEVEL. CONSEQUENTLY THE RECOMMENDATION AND OUR PREFERENCE IS TO HAVE POLLARD THE TREE APPROXIMATELY 1m ABOVE THE FORK IN THE MAIN STEM.

## 6. Tree Ownership

Is the applicant the owner of the tree(s)?

☒ Yes ☐ No

## 7. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

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

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☒ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 8. Trees - Declaration

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. ☒

Date (cannot be pre-application) 18/01/2021



PLG.N. 10/04/T06-04.



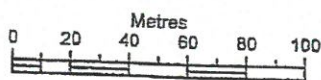
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The representation of a road, track or path is no evidence of a right of way.

The representation of features as lines is no evidence of a property boundary.



Scale 1:2500

Supplied by: **Outlet User**  
Serial number: 00053600  
Centre coordinates: 312289 530304

Further information can be found on the OS Sitemap Information leaflet or the Ordnance Survey web site:  
[www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk)

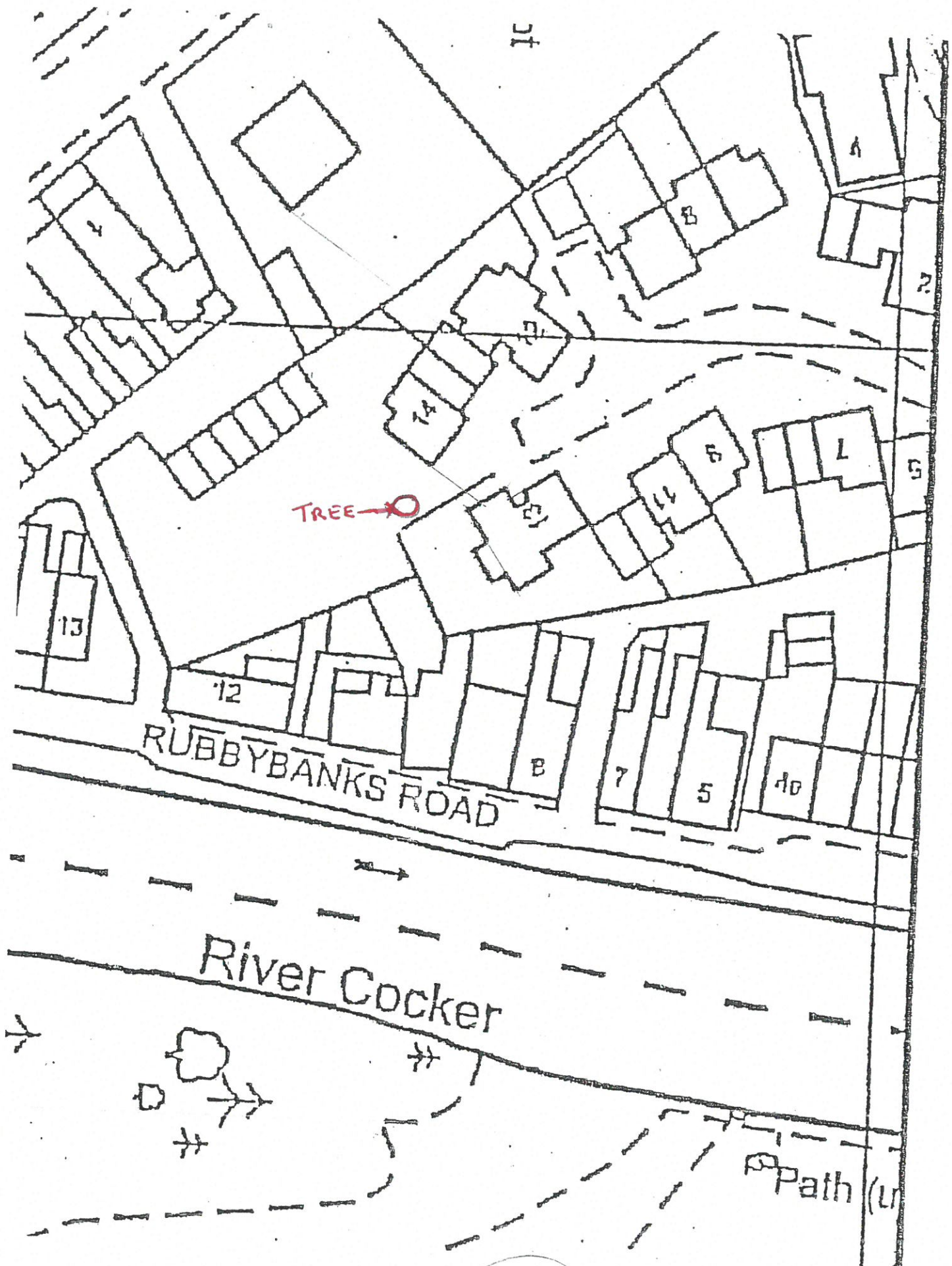
**Tom Rudd House**

Tweed Mill Lane

Cockermouth

CA13 9DE





1580















# 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
260	112659	£739.98	£98.91	£641.07 01/02/21	Npower Ltd - electric costs - various locations	£739.98
1		£519.86	£86.64	£433.22	TIC library	
2		£92.78	£4.42	£88.36	TIC library	
3		£9.41	£0.45	£8.96	toile Harris Parkk toilets	
4		£49.04	£3.23	£45.81	toile Bitterbeck toilets	
5		£59.81	£3.74	£56.07	toile Main Street toilets	
6		£9.08	£0.43	£8.65	toile mem gardens	
261	112660	£601.10	£35.37	£565.73 01/02/21	Water Plus - water charges - various locations	£601.10
1		£226.27	£19.41	£206.86	toile Main Street toilets	
2		£141.36	£0.00	£141.36	TIC Library	
3		£70.72	£3.21	£67.51	toile mem gardens	
4		£162.75	£12.75	£150.00	toile bitterbeck	
262	bacs 262	£78.00	£0.00	£78.00 01/02/21	Allerdale Borough Council - trade refuse - TH	£78.00
263	112662	£30.00	£0.00	£30.00 01/02/21	Cumbria Association of Local Councils - training course KG	£30.00
264	112663	£949.20	£158.20	£791.00 01/02/21	Edge Designs Ltd - Edge - annual sub	£949.20
265	112664	£419.83	£69.97	£349.86 01/02/21	Tivoli Services Ltd - Supply and Fit Memorial Gardens	£419.83
266	112665	£265.95	£44.33	£221.62 01/02/21	Tech 4 Office Equipment Ltd - photocopier - TH/ Library	£279.41
1		£132.97	£22.16	£110.81	TH TH	
2		£132.98	£22.17	£110.81	TIC library	
267	112665	£13.46	£2.24	£11.22 01/02/21	Tech 4 Office Equipment Ltd - KG printer last bill	£279.41
268	112666	£160.08	£0.00	£160.08 01/02/21	Water Plus - Main street toilets	£160.08
269	112667	£20,979.58	£3,571.60	£17,407.98 01/02/21	Cumbria Coal Ltd - Xmas Lights Contract	£29,528.38
270	112667	£8,548.80	£1,424.80	£7,124.00 01/02/21	Cumbria Coal Ltd - Xmas Lights white bulbs see invoice	£29,528.38
271	bacs 271	£203.27	£0.00	£203.27 02/02/21	Water Plus - TH Water	£203.27
272	bacs 272	£5.42	£0.00	£5.42 02/02/21	Water Plus - water - st helens allotments	£5.42
273	273	£1,142.40	£0.00	£1,142.40 04/02/21	Mrs R Nicholson - PC Clean Jan 21	£1,142.40
274	112668	£173.88	£28.98	£144.90 04/02/21	e Slip Ltd - payroll	£173.88

Signature

Signature

Date

# 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
278	112669	£420.00	£70.00	£350.00	09/02/21	Cumbria Coal Ltd - clean gutter Town Hall	£420.00
276	BACS 276	£1,805.75	£0.00	£1,805.75	11/02/21	HMRC Cumbernauld - Tax/Ni on wages	£1,805.75
1		£1,678.38	£0.00	£1,678.38		EST est	
2		£127.37	£0.00	£127.37		TIC TIC	
275	Bac 275	£1,041.36	£0.00	£1,041.36	25/02/21	Cumbria County Council - Pension SB/KG	£1,041.36
<b>Total</b>		£37,578.06	£5,504.40	£32,073.66			

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

**Cockermouth Town Council**  
**Grant Awarding Policy**

Adopted February 2009

**Introduction**

The Town Council includes an annual sum of £2000 within its budget each year for 'grants to other bodies'.

The Town Council welcomes applications/requests for donations/grants from organisations within Cockermouth to assist that organisation to either get them up and running or deal with a particular problem.

Examples may include a grant to a youth club or sports club.

There is no prescribed form however, the notes explain clearly what information is required by the Town Council prior to a decision being made.

**Requests for Information and applications**

Further information about Cockermouth Town Council's Grant Awarding Policy is available from Mrs Sheila Brown, Town Clerk. Mrs Brown can be contacted by either telephoning 01900 821869 or emailing [cockermouthtowncouncil@btconnect.com](mailto:cockermouthtowncouncil@btconnect.com).

**Examples of previous funding:-**

- Cockermouth Festival
- Solway Arts
- Cockermouth Swimming Club
- CADS Christmas Panto
- Rural Safety Group
- Citizens Advice Bureau

**What we will not fund:-**

- Non Cockermouth Projects
- Sponsored events
- Animal welfare
- General Large appeals
- Deficient funding year after year
- Things that have already happened
- Things that statutory bodies must provide
- Individuals (grants to an individual may be open to challenge at Audit and are therefore precluded)

## **Receipt of applications**

All applications must be made in writing and be returned to Sheila Brown, Town Clerk, Town Hall, Market Place, Cockermouth, Cumbria.

Each application must contain the following information:-

- Applicant's name, address and contact details
- Aims/objectives of the organisation
- Details of the project/activity
- An indication of the cost of the project and the amount of grant required
- Supporting information (as listed below)
- Evidence (as listed below)

Each application will be given a unique reference number and be acknowledged within 5 days of receipt.

## **Supporting Information**

- A copy of your organisation's governing document e.g. set of rules, constitution or memorandum and articles of association
- A copy of your organisation's most recent accounts
- If your organisation works with children or young people (under 18 years old) or the activity you are applying for will involve working with children or young people you will need to provide us with a copy of your child protection or safeguarding policy

## **Initial Check**

An initial check will be carried out by the Town Clerk. This process ensures that the applicant/organisation and project/activity is eligible.

If the organisation or project/activity is ineligible, the Town Clerk will contact the organisation to discuss either the application's withdrawal or how the organisation/project/activity will need to proceed to become eligible.

## **Meetings**

Grant applications will be considered at Town Council meetings which are held on a monthly basis. Details of those meetings can be obtained from [www.ckermouth.org.uk](http://www.ckermouth.org.uk)

All 12 members of Cockermouth Town Council will receive a copy of your application, any decision will be recorded in the minutes of the meeting. Reasons will be minuted if your application is refused.



## **Urgent Applications**

There are no procedures in place to deal with urgent applications. Grants are considered at Town Council meetings once per month by all the councillors present. Grant applications cannot be delegated.

## **Assessing your Application**

The following criteria will be used to assess your application. Please include information about each of these areas:-

- Evidence of need – how do you know that the project/grant is needed?
- Evidence of Community Use – How many people currently use the service or how many people are likely to use any new service?
- Evidence of community involvement – how many people are involved in the running of your organisation including people who help out with fundraising or volunteering?
- Evidence of local fundraising
- Value for money
- Your group's ability to manage

## **Offer Letters**

All offer letters/cheques will be sent within a week of the Town Council Meeting. Offer letters will include any additional conditions imposed by the Town Council.

The Town Council may for example impose a condition on the recipient that the Council receives a statement in writing of the use to which the grant has been put within six months of approval.

## **Refusal Letters**

All refusal letters will be sent within a week of the Town Council Meeting. Refusal letters will include any reason for refusal.

## **Appeals**

If an applicant is unhappy with the refusal decision an applicant may request a fuller informal explanation. This will be given by the Town Clerk within 7 working days of a formal complaint being received.

## **Child Protection**

All grants made to organisations providing services and activities for children and young people are conditional on the organisation having/developing/implementing an adequate child protection policy. No grants will be made until an adequate policy is in place.

**Publicity**

The Town Council reserves the right to generate media publicity regarding the grant.

**Accounts**

A separate account of section 137 expenditure is kept, this account is open to public inspection.

## Assistant - Cockermouth TC

---

**From:** Clerk - Cockermouth TC  
**Sent:** 08 February 2021 12:12  
**To:** Assistant - Cockermouth TC  
**Subject:** FW: support for Kirkgate Arts and Heritage

Please print off and put in basket for next meeting.

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

Tel: 01900 821869  
[www.cockermouth.org](http://www.cockermouth.org)  
[clerk@cockermouth.org](mailto:clerk@cockermouth.org)  
Facebook @CockermouthTownHall

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For further information please visit our website: <https://www.cockermouth.org/wp-content/uploads/2018/06/Email-Contact-Privacy-Notice.pdf>

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**From:** Kirkgate Chair <directors@thekirkgate.com>  
**Sent:** 05 February 2021 17:05  
**To:** Clerk - Cockermouth TC <clerk@cockermouth.org>  
**Cc:** 'Andrew Semple' <Andrew.semple@outlook.com>; 'Chris Bridgman' <chris@thekirkgate.com>; 'Emma Heys' <emmaheys76@gmail.com>  
**Subject:** support for Kirkgate Arts and Heritage

Dear Sheila,

I am writing to request some financial support from the Town Council for three projects that Kirkgate Arts and Heritage will be involved in over the coming year.

We have secured Arts Council grants for two projects whose purpose is to extend and celebrate the local community's artistic and cultural lives and we will need some match funding to complete the budgets. The pandemic means that we will not be able to deliver the activities until lockdown is over but the projects will run for the full 21/22 financial year and beyond if necessary.

The third project is in its early stages but we will begin seeking the majority of the funding soon and it will be helpful to have a prior commitment from the Town Council. This is a 15 month project starting in May that will celebrate the life and work of Dorothy Wordsworth, Cockermouth's most famous daughter who was born on Main Street on 25 December 250 years ago. The project will entail a lot of community activities but one of the most eye-catching features we are aiming for is a light sculpture of Dorothy created by a professional artist to be part of the Christmas lights on Main Street. We anticipate that this would attract national and international attention.

There is obviously a lot of detail I could add but I wanted to make an initial contact and to ask how best to go about making a formal request to the Councillors. I would be happy to brief the Town Council should that be welcome. We believe these projects and our longer term plans for Kirkgate Arts and Heritage have the potential to contribute significantly to the area's economic and social recovery from the COVID pandemic.

I have copied this to Cllr Andy Semple who has recently joined our Board of Trustees, along with Chris Bridgman, our Artistic Director, and Emma Heys, our Executive Director.

I look forward to hearing from you.

Best wishes,  
Marion

Marion Bowman  
Chair of Trustees  
Kirkgate Arts and Heritage



## Clerk - Cockermouth TC

---

**From:** Kirkgate Chair <directors@thekirkgate.com>  
**Sent:** 09 February 2021 15:41  
**To:** Clerk - Cockermouth TC  
**Cc:** 'Andrew Semple'  
**Subject:** RE: support for Kirkgate Arts and Heritage

Dear Sheila,

Thank you for your help. Here are some more details of the three projects we need support for:

1. **Arts Out West** is part of Arts Council England's National Portfolio, so on a par, you could say, with the National Theatre. It is the only regular grant aid they give to West Cumbria to ensure they live up to their aim of getting funding to all parts of the country. Your contribution would be part of the match funding we have to raise to go with the ACE's annual grant. ACE expects local authorities to provide support. We are asking for £500 for Arts Out West for 2021/22 (live performances by a diverse range of touring professional theatre groups, musicians, etc at the Kirkgate Centre including family shows and shows for young children) to help keep ticket prices down.
2. We recently had confirmation of a further grant of £45,000 from ACE towards a new 17 month project in Cockermouth - '**Developing Community, Heritage and Creativity**'. We seek £1,000 in match funding for this. The project is fundamentally a research project to explore what local people think of their community and how they want the town's cultural offer to develop. It will particularly engage with people who think culture is 'not for them', and young and older people. It will be delivered by professional artists (including local ones) and some of our 100 volunteers through a wide range of creative and craft based activities in 2021/22 (workshops, performances by both professional and amateur talent, local history events etc) held at the Kirkgate and Highfield community centre. This is an important strategic piece of work (as well as having a strong amount of community involvement) that will contribute to the long-term development of Cockermouth's cultural offer and help plot a future for the town. We believe it is important to have a strong partnership with the Town Council to make this a success.
3. Our main COVID-19 recovery project is built around the 250<sup>th</sup> anniversary of the birth of **Dorothy Wordsworth** in Cockermouth on 25<sup>th</sup> December, the highlight of which will be a light sculpture of Dorothy commissioned from a leading artist intended to be part of the Xmas lights. We have an initial draft budget of £60,000 for a 15 month calendar of activities that involves the National Trust and Wordsworth Grasmere as well as Kirkgate Arts and Heritage. We would like to ask CTC for £1,000 towards that. It will be a high profile project with a lot of potential to promote Cockermouth as we collectively embark on ensuring our community recovers from COVID (as we did after the 2009 and 2015 floods). Having commitment from the Town Council will help us when we approach major funders such as the Esme Fairbairn Foundation for the bulk of the budget.

We are in touch with Allerdale as well on these projects as we will need support from the Borough Council in addition.

Funding for all these projects will help secure Kirkgate Arts and Heritage for the next few years post-Covid, will secure existing jobs at the charity and provide some new employment. The projects will also bring new life to our community and contribute to the social and economic health of the town.

Many thanks,  
Marion

Marion Bowman

## Clerk - Cockermouth TC

**From:** Martin Fagan <secretary@communityheartbeat.org.uk>  
**Sent:** 05 February 2021 11:17  
**To:** Clerk - Cockermouth TC  
**Subject:** FW: Cockermouth Telephone Box, Junction of Windmill Lane and Grassmoor Avenue, Cumbria, CA13 9AJ (400060999) : Report a Problem submitted (3074) ID3988  
**Attachments:** Annual Support Agreement 20.pdf

Good morning Shiela

The above defibrillator site was installed by ourselves with funding from Rotary. However, given the current crisis on funding, we can no longer afford to replace the pads and batteries. I was wondering therefore if the Town Council could either give a grant for this, or would pay the cost of the replacement battery and pads, as the site is now inoperative? The easiest long-term solution is an annual support of £135 per annum, but the immediate need is a new battery (£176 + p&p + vat) and new pads \*£42 + p&p + VAT).

Currently the site has been decommissioned and is no longer available for rescues.

If the Town Council is able to assist, we would be very grateful.

Best regards

Martin

---

**From:** G Whitehead <grahamw@communityheartbeat.org.uk>  
**Date:** Friday, 5 February 2021 at 11:08  
**To:** Martin Fagan <secretary@communityheartbeat.org.uk>  
**Subject:** FW: Cockermouth Telephone Box, Junction of Windmill Lane and Grassmoor Avenue, Cumbria, CA13 9AJ (400060999) : Report a Problem submitted (3074) ID3988

Hi buddy

Brian is going to continue with the checks now he is better, but pads and battery will be out of date or of no use.

Cheers G

**From:** WebNos Governance System <[webnos@communityheartbeat.org.uk](mailto:webnos@communityheartbeat.org.uk)>  
**Sent:** 10 December 2020 10:01  
**To:** [webnosactions@communityheartbeat.org.uk](mailto:webnosactions@communityheartbeat.org.uk)  
**Subject:** Cockermouth Telephone Box, Junction of Windmill Lane and Grassmoor Avenue, Cumbria, CA13 9AJ (400060999) : Report a Problem submitted (3074)

WEBNOS



## Clerk - Cockermouth TC

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**From:** Martin Fagan <secretary@communityheartbeat.org.uk>  
**Sent:** 08 February 2021 14:37  
**To:** Clerk - Cockermouth TC  
**Subject:** Re: Cockermouth Telephone Box, Junction of Windmill Lane and Grassmoor Avenue, Cumbria, CA13 9AJ (400060999) : Report a Problem submitted (3074) ID3988

Good afternoon Sheila

Thank you for your email.

Community Heartbeat is the leading community defibrillator charity in the UK, having worked with 6000 communities to date. We are advisors tot NHS England and NHS Wales, and a member of the resuscitation council. Every project we undertake is now done with Governance, Sustainability and Resilience as key tenets. We are also the partner to BT in the conversion of kiosks and also partner other national groups.

Our funding comes from several sources. We get grants, donations, a small amount of fundraising, and we also have a commercial subsidiary like many charities, that donates any profits to the charity. For example, we currently have a £300k grant from the ECB to place and support defibrillators at cricket clubs, and similarly have just received a £19,000 grant to support selected rugby clubs meeting specific criteria. Most of our running costs are covered by gift aid.

Currently donations and fundraising has dried up due to Covid, and generally our income has dropped by some 50% compared to 2019.

We also support, through donations of defibrillators, homeless centres, children's organisations and also disabled centres such as Riding for the Disabled.

In Cockermouth we have 5 kiosks, but only one of which has been converted to house a defibrillator. We would like to convert the remainder, but funds do not permit this at the moment, and we were turned down for a lottery grant for these in 2018. This single site was classed as a high priority by NWAS, and was funded by a grant from Rotary for the purchase costs, and to date we have managed the consumables. Surrounding Cockermouth, we have several sites (see map) but all bar the site in Cockermouth, we have been able to obtain support for the running costs. This site is the only established site we are asking for support on currently.

CLERK'S REPORT

**Tourism and Publicity/Library**

The U3a have renewed their yearly lease.

The gutters have been cleaned.

Four tiles have slipped on the roof.

**Memorial Gardens**

Play areas remain open in lockdown.

**Town Hall**

The gutters have been cleaned.

**Weddings**

Lockdown has been extended to 8 March.

Weddings are not allowed in lockdown except in exceptional circumstances.

Many have re-organised. Some from outside our area have cancelled.

**Public Toilets**

They re-opened on 29 June 2020.

They remain open during lockdown.

The gutters have been cleaned.

**Play Areas**

These re-opened 4 July 2020.

They remain open during lockdown.

**Allotments**

The Allotments Association have been provided with a detailed report of activities over the last 12 months.

Do you want to quarter plot 6b, The Gote?

**EPSF**

The fund has been suspended again this year due to covid 19.

CCTV

This will be installed on 10 February 2021.