

Cockermouth Town Council



8 June 2022

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held in the Town Hall, Cockermouth on **Wednesday 15 June 2022 at 7.00 pm** for the purpose of the under-mentioned business.

Please let me know if you are unable to attend.

All welcome.

Yours sincerely

Sheila Brown

1. Apologies for absence

2. To authorise the Mayor to sign as a correct record the minutes of the AGM held on 19 May 2022 (pages 1-6)

3. To authorise the Mayor to sign as a correct record the minutes of the last Special Planning meeting held on 31 May 2022 (pages 7-8)

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 he 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 9**)
- b) To consider an application for tree works South Lodge, Simonscales Lane (**pages 10-22**)
- c) To consider an application for tree works at Kirkgate House (**pages 23-31**)

8. Financial Matters

Town Hall, Market Street
Cockermouth
Cumbria
CA13 9NP

Tel:

01900 821869

Fax:

01900 827166

Website:

www.cockermouth.org

Facebook:

[@cockermouthtowncouncil](https://www.facebook.com/cockermouthtowncouncil)

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 32**)

9. Correspondence

- a) To note the contents of various LGR newsletters (**pages 33-37**)

10. Clerks Report (pages 38-41)

11. Library Service Level Agreement (pages 42-43)

- 12. Towers Lane** – To consider using of part of the Towers Lane Play area to generate renewable energy

The Mayor will move –

That under the Public Bodies Admissions to Meetings Act 1960, the public be removed due to the following item of business containing contractual information

- 13. Changing Places Toilet Funding** – To consider whether or not to go ahead with this project given indicative costings and to consider using the services of a suitably qualified consultant to oversee the works to demolish the existing toilets in the Memorial Gardens then replace them with a changing places toilet (**pages 44-60**)

Press and Public Welcome

Minutes of the Annual Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Thursday 19 May 2022 at 7.00 pm

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

Also Present: 12 members of the public

Prior to the start of the meeting the Mayor, Councillor Alan Smith outlined the highlights of his year of office, these included his NHS Thank You Event and the unveiling of the Happy to Chat Bench outside the URC Church on Main Street. He gave special thanks to his wife Christine, his fellow Councillors and staff who had supported him during his Mayoral year.

He announced that he had raised £400 each for his three charities.

He also took the opportunity to present a new Award. The Alan Smith Unsung Hero Award to worthy joint winners CERG and Allison's Chemist for their contribution during the covid pandemic.

1 Election of Town Mayor/Chairman

The Mayor invited nominations for the position of Town Mayor/Chairman for 2019/20.

Councillor Burns moved Andrew Semple. This was seconded by councillor Laidlow.

Only one nomination was proposed and seconded and on being put to the vote it was:-

Resolved – That Councillor Andrew Semple be elected Town Mayor/Chairman in 2022/23.

Councillor Alan Smith then handed over the Chain of Office to Councillor Andrew Semple.

The new Mayor then read out and signed his Declaration of Acceptance of Office and took over the Chair. The Mayor thanked Councillor Alan Smith and his wife Christine for all their hard work during their Mayoral year. He also thanked fellow councillors for their nomination.

Councillor Semple announced that his wife Helen would be his Mayoress. He presented her with her chain of office.

The Mayor announced that that his charity would be West Cumbria Hospice at Home.

2 Election of Deputy Town Mayor/Vice Chairman

The Mayor invited nominations for the position of Deputy Mayor/Vice Chairman.

Only one nomination was received and seconded and on being put to the vote it was:-

Resolved – That Councillor J Laidlow be elected as the Deputy Town Mayor/Vice Chairman of the Council for 2022/23.

The Town Mayor then presented the Deputy Mayor's badge to the Deputy Mayor/Vice Chairman.

The new Deputy Mayor then read out and signed her Declaration of Acceptance of Office and thanked councillors for their nomination.

3 Declaration of Interest

Councillors A Smith & A tyson declared a personal interest in item 8 on the agenda due to being members of the Development Panel.

4 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the ordinary meeting of Cockermouth Town Council held on 20 April 2022.

5 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the special planning meeting held on 3 May 2022.

6 Public Participation

No members of the public wished to speak in accordance with the public participation scheme.

8a Planning Matters

Reference: **HOU/2022/0091**

Proposal: To install up to 16 ground mounted solar PV panels (~32m², ~7kWp) in the garden

Location: Wyndham Lodge, Cockermouth

Recommended - Approval

Reference: **FUL/2022/0102**

Proposal: Proposed alterations to roof to incorporate roof deck

Location: 7A Station Street, Cockermouth

Recommended - Approval

Reference: **HOU/2022/0086**

Proposal: Alterations and extensions for living kitchen diner and utility room

Location: 6 Dunmail Crescent, Cockermouth

Amendment: Addition of the 2m boundary fences

Recommended – Approval

Reference: **LBC/2022/0015**

Proposal: Listed building consent to replace external render to front and side (incl boundary wall) and install external light over front door

Location: Kirkgate House, Kirkgate, Cockermouth

Recommended - Approval

Reference: **HOU/2022/0095**

Proposal: Alterations to kitchen and bathroom, door and windows amended to rear and the provision of a new external spiral staircase

Location: 26 Kirkgate, Cockermouth, CA13 9PJ

Recommended - Approval

Reference: **HOU/2022/0093**

Proposal: Extension and alterations to existing dwelling

Location: 4 Evening Hill Drive, Cockermouth

Recommended - Approval

Reference: **FUL/2022/0092**

Proposal: Replace hard wood sash windows with composite sash windows and wooden doors to be replaced with composite doors, east, south and west elevations to be re-rendered with K-Rend

Location: Edward Lynton Court, Croftside, Cockermouth

Recommended - Approval

9a Schedule of Payments

Resolved – That the schedule of payments in the sum of £21,685.40 be formally approved for payment.

9b Internal Auditors Report

Agreed – That the contents of the year end report by our Internal Auditor be noted. There were no matters arising.

9c Audit Commission Return for the Year ended 2021/22

Resolved – (a) That Section 1 of the annual return relating to the Annual Governance Statement be formally certified and the accounts approved and duly signed by the Clerk/RFO and the Chairman.

(b) That section 2 of the Annual Return relating to the Accounting Statements be also formally approved and signed by the Chairman and Clerk.

(c) That it be noted that Section 4 of the Annual Return has been duly completed by our internal auditor.

(d) That it be noted that the required notice concerning the appointment of date for the exercise of elector's rights will be displayed.

(e) That it be noted that the Clerk will send the documentation required by the external auditor as soon as practicable prior to the 30 June 2022.

10 Correspondence

10a LGR Town & Parish Newsletter

Agreed – That the contents of the newsletter dated 6 May 2022 be noted.

10b Rural Community Energy Fund – Feasibility Study

Sustainable Keswick (SK) has secured £25k from the Rural Community Energy Fund (RCEF) to carry out a feasibility study into developing a community low energy project encompassing the use of solar, electric vehicle charging points and the potential for an EV car club.

The funding will pay for a consultant to carry out a feasibility study on our behalf although the community will help steer the project.

The aim of the project is to find a critical mass of buildings in Keswick and Cockermouth whose owners are willing to participate in a community project and to determine a viable financial delivery model.

The basic idea of community energy is that the community owns the solar panels (usually financed by a community share offer) and rent the roof space from the building owners via a long-term lease. The community then sells the electricity generated to the building owner and any surplus to the grid. Any profit made will pay shareholders a return on their investment.

The EV charge points and car club elements of the project are additional extras but are an important in offering integration of low carbon energy and transport solutions.

SK were looking to invite a representative from Cockermouth Town Council to join the Project Steering Group.

Resolved – a) That Cockermouth Town Council takes part in the free feasibility study and that Stephen Barnes be appointed onto the Project Steering Group.

b) That the Town Clerk enquires if land based candidate sites e.g. Towers Lane could also be considered as part of the feasibility study along side roof based schemes.

10c Parish Notice Board

Councillor Watson proposed that a notice board be purchased and place in a central position on Main Street to help make the work of the Town Council more visible to locals and visitors alike.

Resolved – That the clerk investigates the permission required and the costs.

11 Clerks Report

Resolved – a) That the contents of the Clerk's report be noted.

b) That bunting be erected on the Main Street for the Jubilee

c) That the Town Clerk requests further details of the litter picking events to be held by the Rotary.

d) That a discussion on the removal of the large concrete planters from the Main Street be deferred until November 2022.

The meeting closed at 7.50 pm

Minutes of a Special Planning Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Tuesday 31 May 2022 at 7.00 pm

Present: Councillor A Semple (Mayor)
Councillor I Burns
Councillor A Kennon
Councillor J Laidlow
Councillor S Nicholson
Councillor A Tyson
Councillor R Watson

Apologies for absence were received from Councillors G Bennion, D Malloy, A Smith, C Smith, S Barnes

12 Declaration of Interest

Councillor A Tyson declared a personal interest in item 3 due to being a member of the Development Panel.

13 Public Participation

There was none.

14 Planning Applications

LBC/2022/0019

New stove flue pipe through roof

Mill Cottage, Simonscales Lane

Recommended - Approval

LBC/2022/0023

Listed building consent for the change of use of restaurant and division of residence to create 2 independent dwellings, including re-build of single storey rear extension and other minor internal changes

11-13 Castlegate

Recommended – Approval

FUL/2022/0097

Change of use of restaurant and division of residence to create 2 independent dwellings, including re-build of single storey rear extension and other minor Internal changes

11 – 13 Castlegate

Recommended – Approval

HOU/2022/0089

Proposed rear extension to ground and lower ground level

49 Dale View

Recommended – Approval

The meeting closed at 7.05pm

Reference: **HOU/2022/0082**

Proposal: Demolition of existing garages and construction of new garage with annex above

Location: 11 Crown Street, Cockermouth CA13 0EH

Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 25 May 2022 18:21
To: Assistant - Cockermouth TC
Subject: FW: Planning Application WTPO/2022/0007

Please print off for June Planning and put in the basket

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

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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>

From: Susan Hanley <susan.hanley@allerdale.gov.uk>
Sent: 25 May 2022 15:21
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Planning Application WTPO/2022/0007

Dear Sir/Madam

Notification on works to Tree Preservation Order trees –

Applicant: Simon Ray

Proposal: T1 - Sycamore remove 1 large limb and reduce remaining tree from above roof of neighbors property on no. 4 Riverdale Drive T2 - Reduce branches to suit as t1 and t2 are somewhat competing for the same space T3- Birch remove in south lodges woodland behind no.6 Riverdale Drive encroaching/ leaning into garden of property from woodland of south lodge. T4- Birch remove small and stunted next to T3.

Location: South Lodge, Simonscales Lane, Cockermouth, CA13 9FB

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

In order to ensure that applications are dealt with as quickly as possible I would be grateful if you could reply by 15/06/2022. Representations received after this date may be too late to influence the Local Planning Authority's decision on this application.

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number WTPO/2022/0007.

Please note that all the information contained in this application can be viewed by the public and on our website

<https://allerdalebc.force.com/pr/s/planning-application/a3X3X00000B9Fr0UAF>

Yours faithfully

Kerry McCartney

Specialist - Planning



Planning Department
Allerdale Borough Council
Allerdale House
Workington
CA14 3YJ

Tel. : 0303 1231702



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 (as amended)

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.

Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number Suffix

Property Name

South Lodge

Address Line 1

Simonscales Lane

Address Line 2

Address Line 3

Cumbria

Town/city

Cockermouth

Postcode

CA13 9FB

Easting (x)

312341

Northing (y)

529951

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')

Trees belong to south lodge but are viewable to the rear of no. 4 & 6 riverdale drive.
The sycamores are behind no. 4 and the 2 birch behind no. 6

Applicant Details

Name/Company

Title

Mr

First name

Simon

Surname

Ray

Company Name

Totem tree services

Address

Address line 1

The barn

Address line 2

Asby lane

Address line 3

Cumbria

Town/City

Asby

Country

Postcode

CA144RT

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Simon

Surname

Ray

Company Name

Totem trees

Address

Address line 1

The barn

Address line 2

Asby lane

Address line 3

Town/City

Asby

Country

United Kingdom

Postcode

Ca144rt

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

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

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](#)).

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.

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 the question 'Identification of Tree(s) and Description of Works')?

- ☐ Yes
☒ No

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

T1 - sycamore remove 1 large limb and reduce remaining tree from above roof of neighbors property on no. 4 riverdale drive
T2 - reduce branches to suit as t1 and t2 are somewhat competing for the same space
T3- birch remove in south lodges woodland behind no.6 riverdale drive encroaching/ leaning into garden of property from woodland of south lodge.
T4- birch remove small and stunted next to t3.

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 below 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.

Sketch plan requirements

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
 - mark and name surrounding roads
 - sketch in buildings, including adjoining properties
 - add house numbers or names
- mark the position of the tree(s) to which you want to carry out work and identify them by the number shown in the Tree Preservation Order where possible; if you use a different number, please make sure that this can be matched with your description of the tree(s)
- if there are many trees on the site, make clear which tree(s) are included in this application by:
 - marking all trees on the plan, but only numbering those to which you want to carry out work
 - showing the approximate distance between the application tree(s) and buildings
 - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

Tree Ownership

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

- ☒ Yes
☐ No

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.

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?

- ☐ Yes
☒ No

Declaration

I / We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

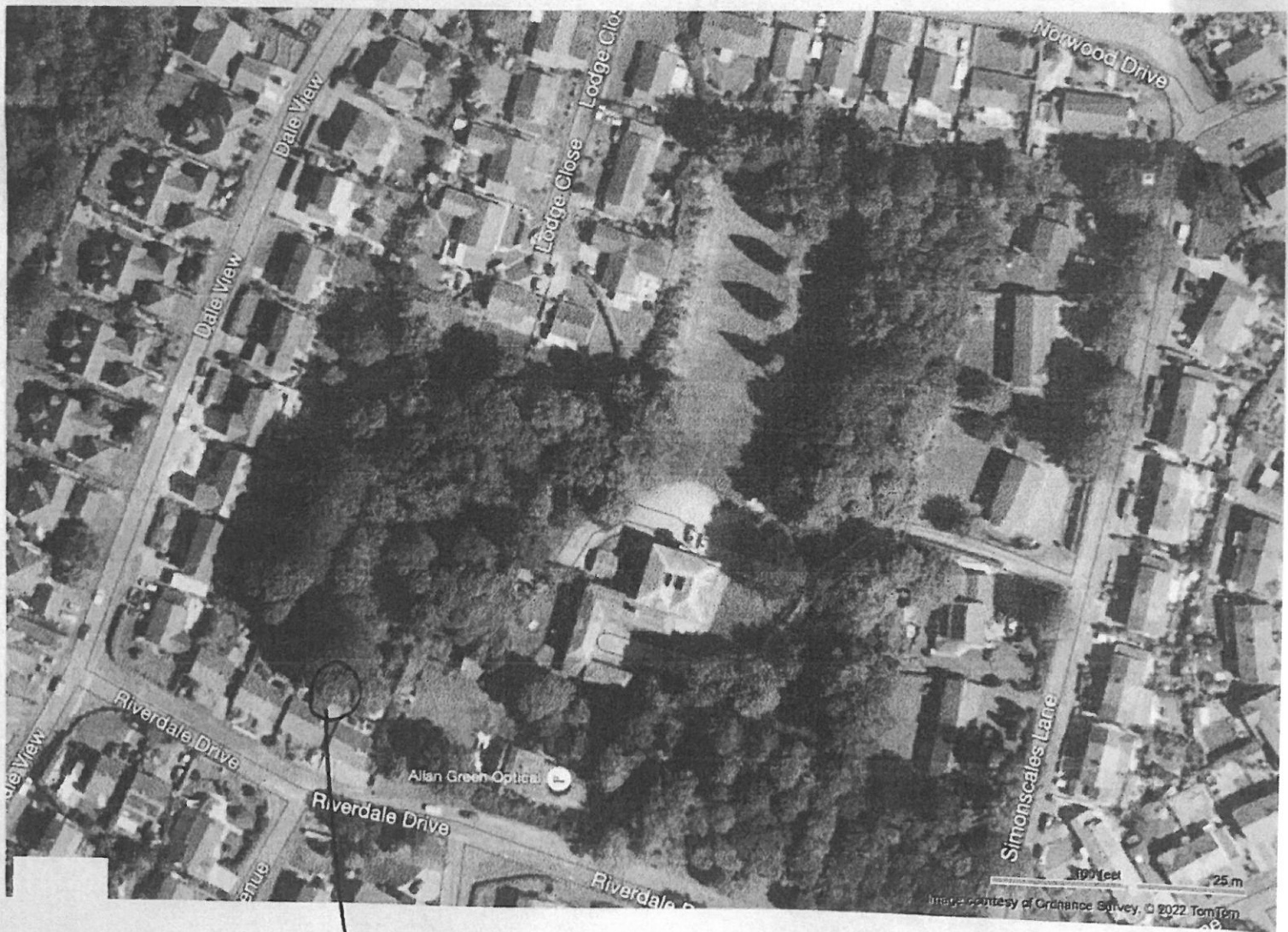
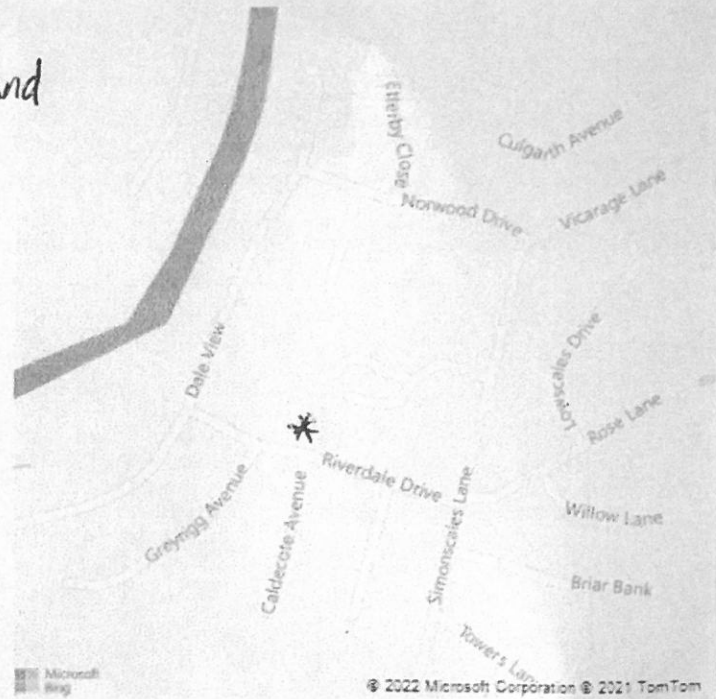
Signed

Simon Ray

Date

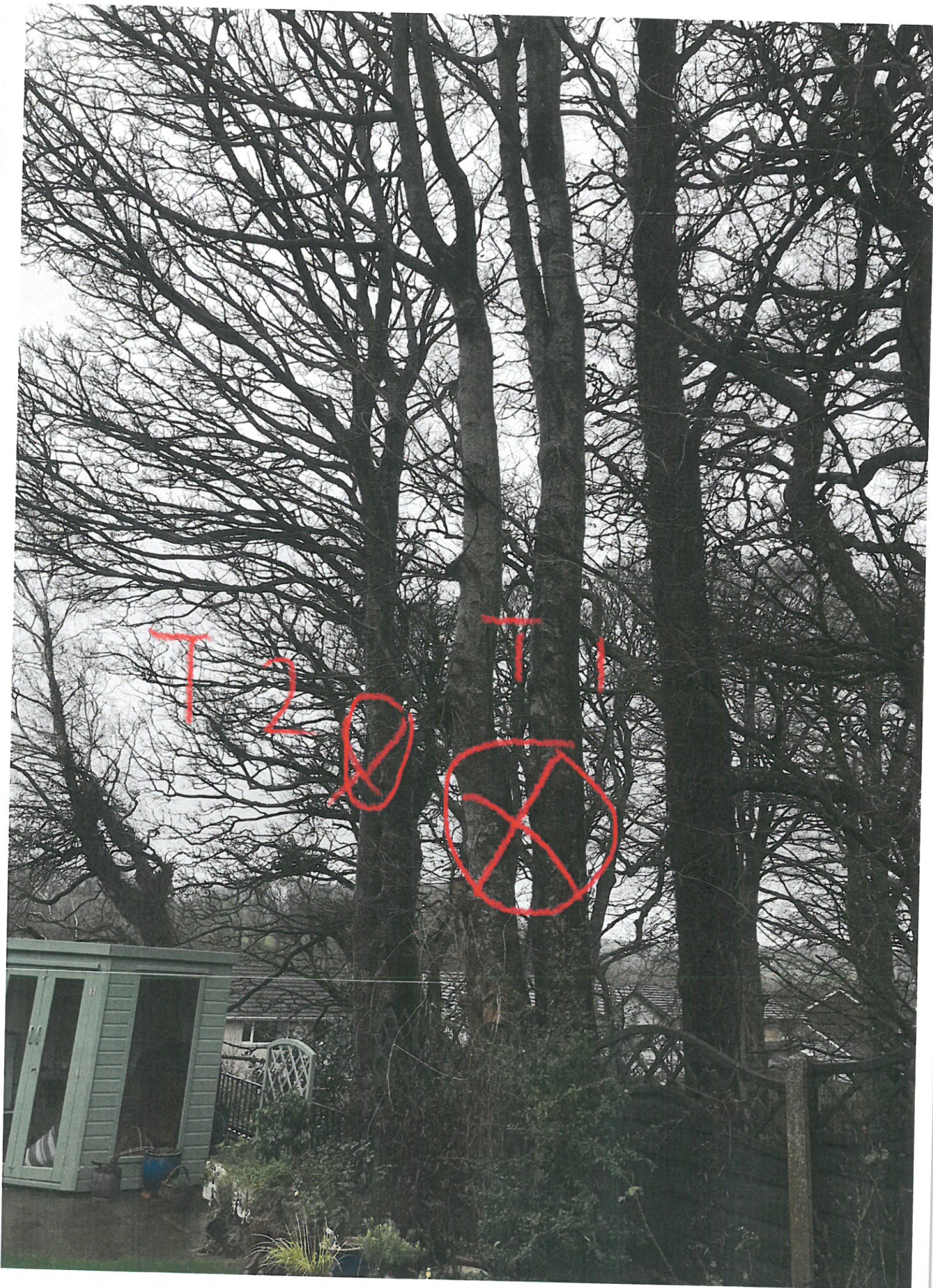
24/05/2022

View of South Lodge & area of Woodland
backing on to riverdale drive



Sycamore trees in question.







Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 07 June 2022 22:06
To: Assistant - Cockermouth TC
Subject: Fwd: Planning Application CAT/2022/0014

Print off and put on my desk first thing I need it for the agenda
Thanks

Sent from my iPhone

Begin forwarded message:

From: Shona Reid <shona.reid@allerdale.gov.uk>
Date: 7 June 2022 at 15:43:19 BST
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Planning Application CAT/2022/0014

Dear Sir/Madam

Consultation on planning application

Reference No: CAT/2022/0014

Applicant: Matt Clarke

Proposal: Remove dead/dying Lime tree from back garden due to stem & heavy butt rot.

Location: Kirkgate House, Kirkgate, Cockermouth, CA13 9NS

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

In order to ensure that applications are dealt with as quickly as possible I would be grateful if you could reply by 28/06/2022. Representations received after this date may be too late to influence the Local Planning Authority's decision on this application.

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number CAT/2022/0014.

Please note that all the information contained in this application can be viewed by the public and on our website

<https://allerdalebc.force.com/pr/s/planning-application/a3X3X00000B9FypUAF>

Yours faithfully

Kerry McCartney

Specialist - Planning

Planning Department
Allerdale Borough Council
Allerdale House
Workington
CA14 3YJ
Tel. : 0303 1231702



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 (as amended)

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.

Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number Suffix

Property Name

Kirkgate House

Address Line 1

Kirkgate

Address Line 2

Address Line 3

Cumbria

Town/city

Cockermouth

Postcode

CA13 9NS

Easting (x)

312387

Northing (y)

530575

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')

Applicant Details

Name/Company

Title

Mr

First name

Matt

Surname

Clarke

Company Name

Address

Address line 1

Kirkgate House Kirkgate

Address line 2

Address line 3

Cumbria

Town/City

Cockermouth

Country

UK

Postcode

CA13 9NS

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Charles

Surname

Bruno

Company Name

Address

Address line 1

Ling Farm

Address line 2

Ling Lane, Welton

Address line 3

Town/City

Carlisle

Country

United Kingdom

Postcode

CA5 7EW

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

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 the 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

Ref 1 - location

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

Remove dead/dying Lime tree from back garden due to stem & heavy butt rot.

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 below 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.

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
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- if there are many trees on the site, make clear which tree(s) are included in this application by:
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 - showing the approximate distance between the application tree(s) and buildings
 - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

Tree Ownership

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

- ☒ Yes
☐ No

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.

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?

- ☐ Yes
☒ No

Declaration

I / We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in this form and 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 persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Charles Bruno

Date

07/06/2022



Tree Location.

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/22

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
787	787 bac	£2,442.11	£407.02	£2,035.09	06/06/22	Tivoli Services Ltd - Maintenance contract Mem Gardens / Play areas- May	£2,442.11
1		£1,980.00	£330.00	£1,650.00		MG Gound Maintanance - N Gardens	
2		£462.11	£77.02	£385.09		OP Inspection 4 play area	
788	788 bacs	£292.50	£48.75	£243.75	06/06/22	Let It Snow Globe - SWOD 2022 - Snow glove deposit	£292.50
789	789 bacs	£84.38	£14.06	£70.32	06/06/22	Quadiant Uk Ltd - Franking Machine - July - Oct 2022	£84.38
790	790 bacs	£28.00	£4.67	£23.33	06/06/22	Andrew Semple - Mayoral invite - Rotary Dinner - rec 192	£28.00
791	791 bacs	£720.00	£120.00	£600.00	06/06/22	Tivoli Services Ltd - plant wild flower seeds - St Helens Street verge	£720.00
792	792 bacs	£1,087.20	£181.20	£906.00	06/06/22	Tivoli Services Ltd - works - Grey rigg/ Harris park extension - see invoice	£1,087.20
793	112884	£510.00	£510.00	£0.00	06/06/22	Nicol Landscapes Ltd - Vat missing on invoice- works st heelens allotments	£510.00
794	112285	£183.65	£30.61	£153.04	06/06/22	Hills Books - tic stock invoice less credit notes	£183.65
795	112886	£150.00	£0.00	£150.00	06/06/22	JB Enterprises - Unblock Town Hall drains	£150.00
796	112887	£186.00	£31.00	£155.00	06/06/22	Cumbria Mecancial Ltd - TH Annual service	£186.00
797	112888	£88.13	£14.69	£73.44	06/06/22	J A Lee Window & General Cleaning Contractors Ltd - Town Hall windows	£88.13
Total		£5,771.97	£1,362.00	£4,409.97			

Signature

Signature

Date

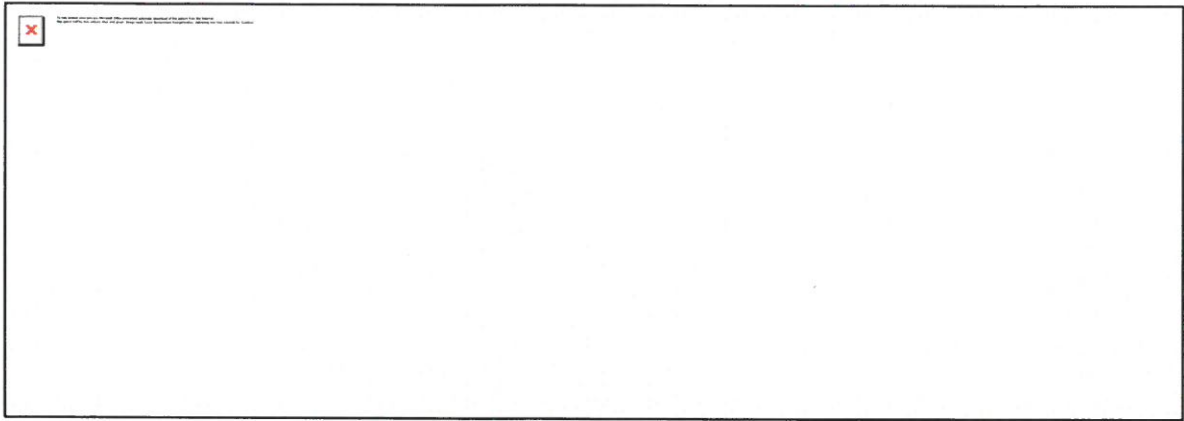


Image description: Map of Cumbria split in half by two colours, blue and green. Image reads 'Local Government Reorganisation, delivering two new councils for Cumbria'.

Local Government Reorganisation (LGR) Newsletter

13 May 2022

In today's edition:

- [Elections](#)
- [Work progresses on new service operating models for the two new councils](#)
- [LGR staff survey - The results are out](#)

Elections

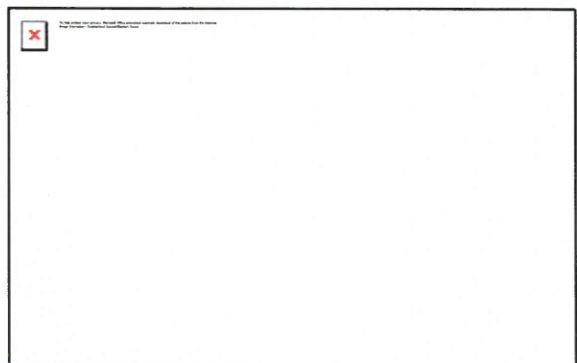
The elections were a very important and key milestone on our journey to two new councils for Cumbria. This saw the election of all the new members to Cumberland Council and also for Westmorland and Furness Council. If you haven't heard, Labour took control of Cumberland Council and the Liberal Democrats took control of Westmorland and Furness Council.

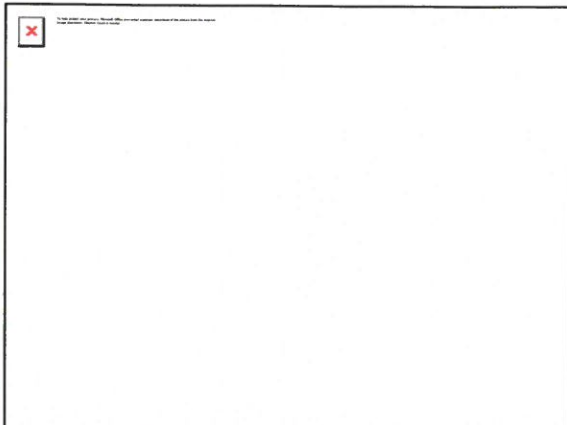
All the election results can be found on the new shadow authority websites: [Cumberland.gov.uk](https://cumberland.gov.uk) and [WestmorlandandFurness.gov.uk](https://westmorlandandfurness.gov.uk)

Since then, it's been a whirlwind of activity with Member induction days held on Monday 9 May and Political Group meetings to decide on their leaders and cabinet members. These appointments do not become official until they are properly elected in at the first Shadow Authority Meetings which are both taking place on Tuesday 17 May. Again, all the details of these meetings can be found on the new Shadow Authority websites.

So as someone said last week... It's all getting very real now.

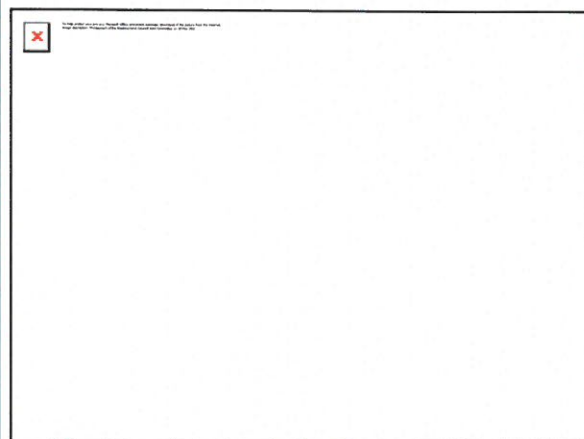
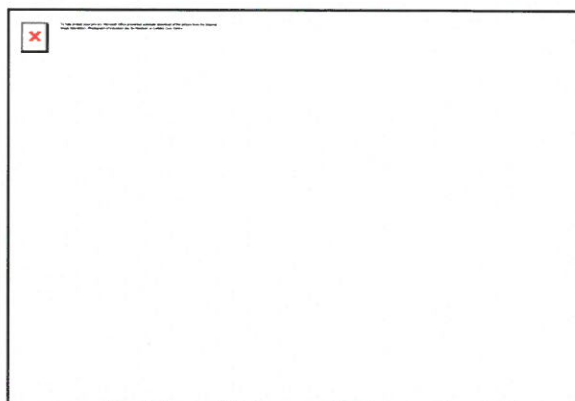
Photograph: Election count in Whitehaven





Photograph: Election count in Kendal

Photograph: Members induction day at Carlisle's Civic Centre



Photograph: Westmorland and Furness Joint Committee

Work progresses on new service operating models for the two new councils

Another key milestone this week is that all the various boards and workstreams have been busy at work on their 'blueprint' documents - blueprinting is simply a complicated word for drawing together all the work that has been done on gathering service, budget and staff information and looking at the options for how we operate on Day 1. These are in very early drafts and don't worry we will be ensuring that there is a plan around regular conversations with key stakeholders such as staff, members and unions as this key piece of work progresses.

LGR staff survey - The results are out

You may remember in March we carried out a staff survey on Local Government Reorganisation and asked some key questions to find out how you were feeling about it all.

We wanted to know if you were getting enough communication and, crucially, whether it is what you want and need. We also asked questions around your wellbeing and on the leadership being provided to you on this major programme of change.

We want to say a huge thank you to everyone who responded. Almost 1,000 employees from the county council and six district councils took the time to tell us very honestly how they felt.

Findings included:

The majority who responded to the survey confirmed they are aware of the wellbeing support available to them (74%). 43% agree their mental wellbeing is in good shape but 30% disagreed.

The top three ways staff are receiving information on LGR are via the weekly newsletter (86%), line manager briefings (37%) and team meetings (35%). Workshops, briefing sessions, videos and podcasts were suggested as alternatives to written updates.

There were several key areas that we now need to focus on to make some immediate improvements, this includes:

- A fresh look at our wellbeing and support offer.
- Agreeing with the LGR Programme Board the dates that essential information will be available to you, such as, the criteria for deciding which council you'll work for, where your base will be and what exactly TUPE means.
- Communicating in Plain English. We know the LGR process contains unfamiliar language that we're all trying to get used to. We'll make additional efforts to ensure we untangle it, so messages are widely understood.

<<View the full LGR staff survey report>>

We can't thank you enough for providing us with this valuable insight and we will be undertaking another similar survey later in the year to check in again and see if key improvements have been made. We will work closely with HR and employee representatives such as the unions to make sure the next survey is even better and just as useful to help drive improvements forward as we progress to two new councils on 1 April 2023.

Got a question?

If you have any questions you want to ask to the Programme Board please send them to: info@newcouncilsforcumbria.info

Don't forget, there's more information online!

You can find out more by visiting the LGR website:
newcouncilsforcumbria.info

Each council also has its own dedicated SharePoint site with information specifically for staff.



Clerk - Cockermouth TC

From: LGR Programme Board <Cumbria@public.govdelivery.com>
Sent: 17 May 2022 16:34
To: Clerk - Cockermouth TC
Subject: Local Government Reorganisation (LGR) - Town and Parish Council Newsletter

[<<View this newsletter online>>](#)

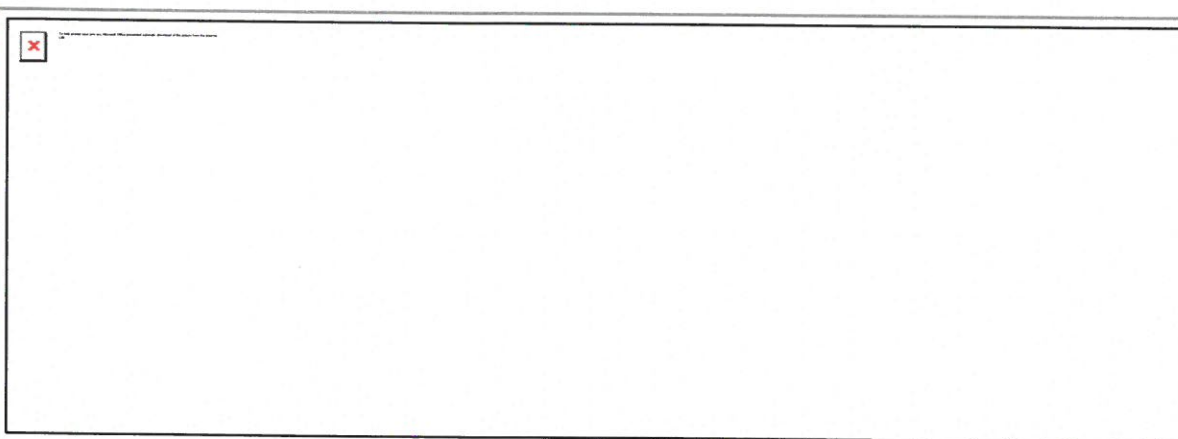


Image description: Map of Cumbria split in half by two colours, blue and green. Image reads 'Local Government Reorganisation, delivering two new councils for Cumbria'.

First meetings of Cumberland and Westmorland and Furness Shadow Authorities

The inaugural meetings of the two Shadow Authorities for Cumberland Council and Westmorland and Furness were held today.

The councils will act as shadow authorities as they oversee the planning and preparation for the new authorities.

On April 1, 2023 - Vesting Day - the two new councils will officially take over responsibility for all services and the existing councils in Cumbria will be dissolved.

Until Vesting Day the existing councils will continue to operate and deliver all current services.

Cumberland Council will cover the area currently served by Carlisle City Council, Allerdale Borough Council, Copeland Borough Council and Cumbria County Council.

It has 46 councillors representing 46 wards.

At the Shadow Authority for Cumberland Council meeting, the following were appointed:

- Leader - Cllr Mark Fryer
- Deputy Leaders - Cllr Lisa Brown (statutory) and Cllr Emma Williamson (non-statutory)

The Shadow Executive is:

- Cllr Mark Fryer - Strategic overview, external relations, economy & regeneration and community devolution

- Cllr Lisa Brown - Corporate Governance and Legal
- Cllr Emma Williamson - Children's and Families
- Cllr Elaine Lynch - Education, skills and training
- Cllr Denise Rollo - Environment, waste and highways
- Cllr Bob Kelly - Corporate Plan, strategy, policy and performance
- Cllr Chris Southward - Organisational Development, HR, ICT, digital and customer
- Cllr Barbara Cannon - Corporate finance and assets
- Cllr Martin Harris - Adults'
- Cllr Anne Quilter - Community services including leisure, parks, museums and libraries

A Chair, Cllr Carni McCarron-Holmes, and Vice Chair, Cllr Abdul Harid, for the Shadow Authority meetings were also appointed.

A number of appointments to interim statutory officer roles for the council were also confirmed:

- Interim Head of Paid Service - Andrew Seekings
- Interim Monitoring Officer - Catherine Parkinson
- Interim Chief Finance Officer - Pam Duke

The full agenda and committee papers are available at www.cumberland.gov.uk

At the Shadow Authority for Westmorland and Furness meeting, the following were appointed:

- Leader - Cllr Jonathan Brook
- Deputy Leader - Cllr Pat Bell

The Shadow Executive is:

- Cllr Jonathan Brook - Strategic Partnerships and Economy
- Cllr Patricia Bell - Adults, Health and Care
- Cllr Sue Sanderson - Children's Services, Education and Skills
- Cllr Andrew Jarvis - Finance
- Cllr Peter Thornton - Highways and Assets
- Cllr Virginia Taylor - Sustainable Communities and Localities
- Cllr Giles Archibald - Climate and Biodiversity
- Cllr Dyan Jones - Customer and Environmental Services
- Cllr Judith Derbyshire - Housing and Homelessness
- Cllr Neil Hughes - Transport

A Chair, Cllr Matthew Severn, and Vice Chair, Cllr Ali Jama, were also appointed.

A number of appointments to interim statutory officer roles for the Shadow Authority for Westmorland and Furness were also confirmed:

- Interim Head of Paid Service - Sam Plum
- Interim Monitoring Officer - Linda Fisher
- Interim Chief Finance Officer - Helen Smith

The full agenda and committee papers are available at www.westmorlandandfurness.gov.uk

Find out more about LGR at <https://newcouncilsforcumbria.info/>

Keeping you informed

You are receiving this communication as you have been identified as a key stakeholder who may have an interest in receiving updates about the Local Government Reorganisation Programme in

CLERK'S REPORT

Tourism and Publicity/Library

It has been a busy month in the library. See attached sheet.

The initial term of the service level agreement with CCC ended on 13 February 2022 after 4 years. In accordance with provisions the agreement automatically extends for a further period of 2 years (renewed term). Town Clerk negotiating new SLA.

I have received a quote to upgrade the cctv in the library.

Staff now have access to library software and can access individual accounts which will be most helpful.

Emily is doing work experience at Cockermouth Library for one week 20-24 June 2022.

Holly wishes to volunteer in Cockermouth Library during the school holiday for her Duke of Edinburgh Award.

Town Hall

The troublesome drain has been cleared. The bottom step has been cemented.

The specialist coving contractors have repaired the coving and ceiling in the front upstairs office. Its drying out.

I have accepted a quote to repaint the exterior windows/window surrounds and doors on the basement level. Work will be done as and when over the summer when the weather is good.

Memorial Gardens

Sadly our ancient ash tree has been set on fire. The Fire Service extinguished it. It has been inspected by A Nichol and deemed safe. I await his report on measures to be taken to prevent another occurrence.

Councillor Malloy kindly strimmed to the rear of 19,21 & 25 Derwentside Gardens.

Weddings

All restrictions have been lifted.

Public Toilets

Arrangements will be made to open Harris Park toilets over the summer holidays.

Play Areas

The W.I. would like to buy a seat and place it on Harris Park Extension. I am awaiting further instruction from them.

Allotments

Will inspect St. Helens Street allotments asap.

Gote will be re-inspected on/around 26/5/22.

The allotments are looking good now, if you want to judge it may be better to go sooner rather than later.

Jubilee

All jubilee events went very well. Thank you to all who helped.

Can arrangements be made to take down bunting on the Main street.

Give and Take Day

Staff to start making arrangements. This event will be held on 22 June 2022 between 10-12 at the Town Hall. If you have any items of good quality that you wish to donate to set us please bring them to the Town Hall.

Visit to Marvejols Spring 2023

We are unable to proceed further with this exchange until flights become available.

Mayors Civic Service

This will be held on 3 July 2022 at Christchurch. Please arrive at 9.45am for a 10.00am start. I am liaising with Jane Charman regarding, the service, service sheet, refreshments, reserved seating etc. The Mayor has chosen his favourite hymn and will do a reading.

Date	Day	On Duty	TIC Visitors	TIC Phone	TIC Email	TIC Post	Library Visitors	Library Phone	Library Email	Library Post	Library PC	Allendale
01/05/2022	Sun											
02/05/2022	Mon	AM And Pamela	3	0	0	0	7	0	0	0	0	0
03/05/2022	Tue	Pamela and AM	14	2	0	0	77	3	0	0	6	2
04/05/2022	Wed	Samuel, Pamela	22	0	0	0	84	1	0	0	5	0
05/05/2022	Thu	Samuel, Anne-Marie	6	1	0	0	76	0	0	0	8	0
06/05/2022	Fri	Samuel, Anne-Marie	8	1	0	0	72	2	0	0	2	0
07/05/2022	Sat	Mathew, Jane	5	0	0	0	43	2	0	0	3	0
08/05/2022	Sun	Closed										
09/05/2022	Mon	AM And Pamela	17	3	0	0	96	2	0	0	5	2
10/05/2022	Tues	Pamela and AM	8	1	0	0	88	2	0	0	5	0
11/05/2022	Wed	Samuel, Pamela	23	2	0	0	81	1	0	0	9	0
12/05/2022	Thu	Samuel, Anne-Marie	20	0	0	0	61	1	0	0	11	0
13/05/2022	Fri	Samuel, Anne-Marie	15	1	0	0	58	0	0	0	5	0
14/05/2022	Sat	Mathew, Jane	5	0	0	0	47	0	0	0	2	0
15/05/2022	Sun	Closed										
16/05/2022	Mon	AM And Pamela	22	0	0	0	61	2	0	0	7	0
17/05/2022	Tue	Pamela and AM	11	0	0	0	82	2	0	0	4	0
18/05/2022	Wed	Samuel, Pamela	15	1	0	0	60	1	0	0	2	1
19/05/2022	Thu	Samuel, Anne-Marie	16	0	0	0	65	2	0	0	3	1
20/05/2022	Fri	Samuel, Anne-Marie	21	1	0	0	61	1	0	0	5	0
21/05/2022	Sat	Mathew, Jane	6	0	0	0	60	1	0	0	3	0
22/05/2022	Sun	Closed										
23/05/2022	Mon	AM And Pamela	14	2	0	1	63	1	0	0	5	0

24/05/2022	Tue	Pamela and AM	23	0	0	0	0	101	1	0	0	0	10	0
25/05/2022	Wed	Samuel, Pamela	6	0	0	0	0	80	1	0	0	0	0	1
26/05/2022	Thu	Samuel, Anne-Marie	13	0	0	0	0	65	2	0	0	0	6	0
27/05/2022	Fri	Samuel, Anne-Marie	14	0	0	0	0	67	0	0	0	0	8	1
28/05/2022	Sat	Mathew, Jane	6	0	0	0	0	37	1	0	0	0	0	0
29/05/2022	Sun	Closed												
30/05/2022	Mon	AM And Pamela	14	1	0	0	0	71	1	0	0	0	6	0
31/05/2022	Tue	Pamela and AM	21	0	0	0	0	102	0	0	0	0	5	0
Monthly Totals			348	16	0	0	1	1,765	30	0	0	0	125	8
TIC Remote Enquiries			17											

Clerk - Cockermouth TC

From: Atkinson, Rachel <Rachel.Atkinson@cumbria.gov.uk>
Sent: 26 May 2022 13:38
To: Clerk - Cockermouth TC
Subject: Libraries SLA - CTC written consent required

Hi Sheila,

Things are progressing with the SLA, our legal team are preparing the paperwork. They have asked that I do the following in the meantime:

In relation to the Local Government Reorganisation, please could you obtain written consent from Cockermouth Town Council for the agreement to be novated. This means that when Cumberland Council come into being on 1 April 2023 the terms of the SLA can continue between the new Authority and CTC.

Are you able to provide this please?

Thanks,
Rachel

Rachel Atkinson

Library and Customer Manager (Allerdale)
Corporate, Customer and Community Services | Cumbria County Council
Working Days: Tuesdays - Fridays

m: 07500070928

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Cockermouth Town Council



Rachel Atkinson
Library & Customer Manager (Allerdale)
Corporate, Customer and Community Services
Cumbria County Council

16th June 2022

Town Hall, Market Street
Cockermouth
Cumbria
CA13 9NP

Dear Rachel,

Cockermouth Library - SLA

This matter was discussed at our 15/06/22 meeting.

Cockermouth Town Council agrees to our SLA being novated i.e. when Cumberland Council comes into being on 1st April 2023 the terms of our SLA can continue between the new authority and Cockermouth Town Council.

Yours sincerely,

S Brown
Town Clerk

Tel:

01900 821869

Fax:

01900 827166

Website:

www.cockermouth.org

Facebook:

[@cockermouthtowncouncil](https://www.facebook.com/cockermouthtowncouncil)

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