

Cockermouth Town Council



11 October 2023

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held in the Town Hall, Cockermouth on **Wednesday 18 October 2023 at 7.00 pm** for the purpose of the under-mentioned business.

Please let me know if you are unable to attend.

All welcome.

Yours sincerely

Sheila Brown

1. **Apologies for absence**
2. **To authorise the Mayor to sign as a correct record the minutes of the last meeting held on 20 September 2023 (pages 1-10)**
3. **To authorise the Mayor to sign as a correct record the minutes of the Special Council Meeting held on 28 September 2023 (pages 11-12)**
4. **To authorise the Mayor to sign as a correct record the minutes of the last special planning meeting held on 5 October 2023 (pages 13-14)**
5. **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.
6. **Mayors Announcements** – The Mayor will announce the events she has attended since the last meeting.
7. **Public Participation**
 - a) To answer any questions from members of the public in accordance with the Summary of Public Rights
 - b) To receive a petition from a member of the public in accordance with the Summary of Public Rights
8. **Mark Fryer** – To discuss Cockermouth with the leader of Cumberland Council

Town Hall, Market Street
Cockermouth
Cumbria
CA13 9NP

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01900 821869

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Website:

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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

9. Planning

- a) To make recommendations upon various planning applications (**page 15**)
- b) To make recommendations upon an application for tree works, The Studio, St. Helens Street (**pages 16- 25**)

10. Financial Matters

- a) To agree the attached schedule of payments (**pages 26-28**)
- b) To consider the half yearly financial budget comparison and budget revisions (**pages 29-38**)
- c) To receive and note the contents of the half yearly internal audit report (**pages 39-41**)
- d) To receive and note the External Auditor Report and Certificate for 2022/23 - Interim (**pages 42**)
- e) To consider a financial contribution towards the proposed club house being erected by Cockermouth Junior Football Club on Tarn Close Sports Ground (**page 43**)
- f) To agree the draft budget and precept for 2024/25 (**pages 44-56**)

11. Correspondence

- a) To note the contents of Cumberland newsletters dated 18/9/23, 24/9/23, 1/10/23 9/10/23 (**pages 57-81**)
- b) To note the contents of the CALC News (July & August 23) (**pages 82-92**)
- c) To note the information provided regarding the Lakes to Sea Community Panel (**pages 93-99**)
- d) To note the response from the Police, Fire and Crime Commissioner regarding Cockermouth Fire Station (**page 100**)

12. Clerks report – To consider the actions in the clerks report (page101-107)

13. Climate Emergency Action - To consider supporting the Climate & Ecology Bill (page 108)

14. To appoint Kirstie Goodger RFO/Proper Officer on a temporary basis pending the appointment of a new Town Clerk

15. New Standing Item – To discuss adding Report from Cumberland Councillors as a standing item on the town council agenda each month.

16. Partial collapse of old Court House building and closure of bridge – how can we support businesses

The Mayor will move -

That under the Public Bodies Admissions to Meeting Act 1960, the public be removed due to the following items of business containing contractual and/or personal information relating to staff

- 17. To update the job description of the Administrative Assistant and review salary (pages 109-119)**
- 18. To review the job description of the Administrative Assistant to the Town Council and review salary (pages 120-129)**

19. To discuss the non payment of the first instalment of the payment plan
20. To discuss terms regarding the letting of an office upstairs in the Town Hall
21. To discuss Kirsties temporary 'Acting Up' Salary following advice from CALC

Press and Public Welcome

Minutes of a Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Wednesday 20 September 2023 at 7.00 pm

Present: Councillor J Laidlow (Mayor)
Councillor I Burns
Councillor S Barnes
Councillor M Bowman
Councillor C Bell
Councillor C Bridgman
Councillor D Malloy
Councillor G Telford
Councillor J Samson
Councillor H Tucker
Councillor R Watson

An apology for absence was received from Councillor H Beanland

99 Minutes

Resolved – That the minutes of the last meeting held on 16 August 2023 be signed as a correct record.

100 Minutes

Resolved – That the minutes of the last Special Planning meeting held on 7 September 2023 be signed as a correct record.

101 Declaration of Interests

Councillor Tucker declared that she was a substitute member of the Planning Committee of Cumberland Council.

102 Mayors Announcements

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

Aspatria Civic Service
Wigton Civic Service

103 Public Participation

There was no public participation.

104 Planning Applications

HOU/2023/0152

Proposed first floor extension, porch and rear single storey extension and associated alterations (re-submission of HOU/2022/0187)

12 Holmewood Avenue

Recommended - approval

105 Finance

Resolved – (a) That payments in the amount of £18,623.98 be authorised.

106 Risk Assessment

Resolved – That the contents of the insurable risk management assessment be agreed.

107 Insurance

Resolved – That the contents of the policy schedule be agreed.

108 LGR Newsletters

Councillor Malloy stated that the newsletters once again did not contain any Cockermouth schemes. He asked Councillor Tucker if she had received any feedback relating to the two actions she took away at the last meeting relating to more Cockermouth content in the Newsletters and the future of the Wilkinsons Store. Councillor Malloy stated that two more stores had closed in the Town this week.

Councillor Tucker stated that she had spoken to the Business and Investment Team about Wilkinson's but was unable to speak publicly about the various options they were pursuing due to the information being commercially sensitive. She promised to keep prodding and poking the team responsible for newsletter content.

Councillor Malloy expressed his dissatisfaction regarding Cumberland's On line App. He had tried 5 times to report the weeds/ragwort on Gote Brow only to receive a response which said that the land belonged to Allerdale. He further stated that we had a major event in Cockermouth over the weekend and Cockermouth looked like the weed capital of Cumbria.

He asked Councillor Tucker what the policy was to eradicate weeds in public areas. She said that she did not know and suggested he contact the Assistant Director.

Councillor Malloy complained about the sporadic bin collection. The information provided on Cumberland's website was not what was happening in reality. Electors were trying to log on to Cumberland's App but were unable to complain about bins. He enquired if Cumberland Councillors were lobbying to sort this issue?

Councillor Tucker stated that there were IT issues surrounding the app and that she was lobbying to resolve the matter.

Councillor Burns stated that the grass collectors had only emptied three avenues and left notices on bins stating that they were too heavy to be emptied. She had chased Charles Holmes but had not received a reply.

Councillor Watson stated that the situation was improving following the strike.

Councillor Tucker reiterated that she would keep lobbying to resolve the matter.

Agreed – That the content of the 11, 20, 25 August & 3 & 8 September 2023 Cumberland Council newsletters be noted.

109 Improving Town Paths

Those present considered a letter from an elector regarding improvements being made to hollows the path between Waterloo Street and the back of the Trout Hotel following the very sad demise of her husband.

Councillor Bowman stated that the letter, dated August 14, had been addressed to her and two other councillors personally but had not been brought to their attention until the meeting.

Councillor Burns asked who owned the land/path in question?

The Town Clerk recommended that the Civic Trust be approached regarding ownership as they had carried out works on the path in recent years.

Resolved – That Councillor Bowman speak to the Civic Trust and reply to the letter.

110 Grants for the planting and care of trees, hedges and orchard

The Tree Council is inviting applications through the Branching Out Fund. Through the fund, schools, community groups, parish and town councils and tree warden

networks within the UK will be able to apply for grants of between £250 and £2,500 to get communities and young people up to the age of 21 involved in planting and caring for trees, hedges and orchards.

Funding will cover the cost of trees, hedges and orchards; reasonable costs of non-plastic protection and supports as well as peat-free compost and/or soil improvers.

The closing date for applications has been extended to 3 December 2023.

Resolved – That an application for non-plastic protection and supports as well as peat free compost and soil improvers be made to the Branching Out Fund in conjunction with the trees being planted in item 17.

111 Clerks Report

Those present considered the content of the Clerk's report.

Councillor Malloy stated that the new planters looked exceptional and that costs should be obtained and funding sought to replace the old concrete beds.

Resolved - That the costs and funding be explored.

112 Climate Emergency Action

Actions were discussed under item 17.

113 Footpath Survey

Councillors Beanland, Watson, Bowman & Telford has surveyed various paths within their wards.

Councillors from All Saints and Christchurch Wards were asked to survey the paths in their wards.

Councillor Burns stated that some paths did not belong to the Town Council, the majority belonged to Cumberland Council. She asked why we were asking electors to pay twice?

Councillor Bowman stated that electors were not being asked to pay twice.

Councillor Watson explained that their condition was being surveyed. The Town Council would then decide which scheme to take forward and with whom.

Councillor Telford stated that there had been a lot of interest in the survey.

Councillor Malloy stated the Cumberland had informed us that they were going to survey their own paths this summer and that Fix the Fells were not culpable for injury but that if we carried out works on a Cumberland owned path we would be culpable.

Councillor Bowman stated that we needed to engage with Cumberland Council regarding the findings. She asked if the Town Clerk could send the surveys.

Councillor Tucker stated that she had reported issues with the Cockermouth Cemetery path to the relevant officer twice with little success and would escalate the matter to Director level.

Resolved – That the Town Clerk sends copies of the surveys to the relevant officer within Cumberland Council.

114 Proposed Partnership Venture with W Dobie

Councillors Beanland & Tucker met Mr Dobie at the Trout Hotel on 8 September 2023 after receiving an email from Mr Dobie which stated that 'he would like to work with the Town Council on a partnership approach to help having Cockermouth look more cared for'.

Initially Mr Dobie suggested that both parties put £5000 into the partnership, this was subsequently reduced to £2500.

Councillors Beanland and Tucker asked if the Town Council agreed in principle to some form of partnership venture and if so what sum was available to put into the partnership?

Councillor Burns stated that she could not believe that the councillors had met up with a Developer, particularly as Councillor Tucker was also a substitute on Cumberland's Planning Committee. She informed those present that the Town Council's protocol had not been followed. Over 400 objections had been received to his recent planning application, public perception in planning was critical. She requested that the item be removed from the agenda.

Councillor Telford agreed with Councillor Burns.

Councillor Burns moved that the item be not discussed. This was seconded by Councillor Telford.

Councillor Burns requested a recorded vote.

| | |
|---------------------|--------|
| Councillor Laidlow | Agreed |
| Councillor Barnes | Agreed |
| Councillor Bowman | Agreed |
| Councillor Bell | Agreed |
| Councillor Bridgman | Agreed |
| Councillor Malloy | Agreed |
| Councillor Telford | Agreed |
| Councillor Tucker | Agreed |
| Councillor Watson | Agreed |
| Councillor Burns | Agreed |
| Councillor Samson | Agreed |

Resolved – That the item be not discussed.

Councillor Malloy moved that the item be not discussed and that the matter be escalated to the Leader of Cumberland Council to see if we had been compromised in any way. This was seconded by Councillor Laidlow.

Councillor Burns requested a recorded vote.

| | |
|---------------------|----------|
| Councillor Laidlow | Agreed |
| Councillor Barnes | Agreed |
| Councillor Bowman | Disagree |
| Councillor Bell | Agreed |
| Councillor Bridgman | Disagree |
| Councillor Malloy | Agreed |
| Councillor Telford | Disagree |
| Councillor Tucker | Disagree |
| Councillor Watson | Disagree |
| Councillor Burns | Agreed |
| Councillor Samson | Disagree |

Resolved – That the issue be not discussed but not escalated to the Leader of Cumberland Council.

Councillor Bowman stated that she was not aware of any protocol and requested that it be circulated to all Councillors.

115 DLUHC Consultation

The Department for Levelling Up, Housing and Communities (DLUHC) have issued a consultation seeking views on proposals to implement the parts of the Levelling Up and Regeneration Bill which relate to plan-making, to make plans simpler, faster to prepare and more accessible.

The consultation seeks insight on how local plans can be made simpler to understand and use and how local plans can be positively shaped by the views of communities about how their area should evolve.

Councillor Telford explained that although Cockermouth did not have a Neighbourhood Plan there was a dangerous clause in the consultation removing local people having a say in local issues.

Nalc's current policy position is as follows:-

The Government has said it wants to see local planning authorities reviewing their local plans every 5 years. NALC will be arguing very strongly that this is an impractical requirement that places impossible pressure on LPA's and on neighbourhood planning groups whose plans are aligned to the local plans. A review every 10 years would be demanding enough. The emphasis should be on the quality and the soundness of the plans and not on the speed with which it might be possible to produce them.

NALC will support a planning system which incorporates a significant role for local councils. It will not support any diminution of local councils' statutory right to comment on planning issues at all stages of their evolution, whether they be development planning matters or spatial planning policies.

NALC will support a soundly based planning system which represents the most reliable tool for the sustainable allocation of land and which represents the three pillars of sustainability equally i.e. social, economic and environmental factors.

NALC is arguing for the complete removal of the whole concept of National Development Management Policies (NDMPs) which will have an effect of unjustly trumping any local or neighbourhood plan.

Councillor Telford support CALC's approach, she requested that the Town Council replies to the consultation supporting CALC's approach and that we also contact our local M.P. on the issue to insist that there be no watering down of local planning issues.

Councillor Burns stated that we had to or they would run roughshod over us.

Councillor Samson also mentioned that the system was to be digitalised to speed up the process giving less time to comment. This could disenfranchise those with no IT. He further commented about the override that National Government was reserving for itself, had the act been in place, the Council couldn't have insisted on the drainage/pond scheme on Strawberry How.

Resolved – That we reply to the consultation supporting NALC's stance and that we write to our M.P. on the issue insisting that there be no watering down of local planning issues.

116 SID Deployment

The new SID had yet to be deployed.

Those present discussed formalising arrangement to deploy the SID at the six approved locations on a monthly basis.

Resolved – That we formalise arrangements regarding deployment of our Speed Indication Device (SID)

117 Review of Polling Places

Councillor Samson stated that whilst campaigning in All Saints ward this year, it had become apparent to him that the boundary between All Saints and South Lodge Ward needed to be adjusted. The new houses on Strawberry Grange adjacent to Bellbrigg now obscured the previous boundary with a few falling into South Lodge.

Cumberland Council Electoral Services were undertaking a review of ward boundaries in 2024. Councillor Samson suggested that there may be other areas of town where adjustments needed to be considered.

Resolved – a) That Councillor Samson continues his dialogue with Electoral Services.

b) That Councillors consider which other wards may be affected in a similar way and that these be discussed at our next meeting.

118 More Planting, Towers Lane Play Area

Councillor Watson proposed the Town Council plant a number of small trees (rowan, hazel, birch, hawthorn etc) in the Towers Lane Play Area to enhance its appearance and provide habitat.

The trees were free of charge from the Woodland Trust. He explained that he had made a provisional booking (subject to Town Council approval) for a bundle of 105 trees. Any surplus trees could be used to plug gaps in the recently planted hedge where plants had died or where the hedge appeared a little thin. Planting would be carried out by Town Councillors with support from the newly formed Cockermouth Sustainability Group. Canes, guards etc. could be purchased using grant aid from the Branching Out Fund.

Councillor Malloy queried the use of the site for a skate park.

Councillor Watson stated that the Towers Lane Play area had been ruled out as a potential site.

Councillor Burns stated whilst she was not opposed to planting trees and liked the idea of infilling the hedge she felt that planting even more trees on Towers Lane would be overkill. She felt that other areas would benefit more i.e. Isel Road Play Area. She further stated that trees grow and needed to be looked after.

Councillor Malloy commented that he would not like to see open green areas dissected.

Councillor Watson stated that the areas chosen on the map would not dissect open space but would enhance existing planting.

Resolved – That 105 trees be planted in Towers Lane Play Area in the areas selected on the map accompanying the report with any not required there planted in the Memorial Gardens or elsewhere.

Resolved –

That under the Public Bodies Admissions to Meetings) Act 1960, the public be removed for the following items of business due to legal issues and staffing issues being discussed

119 Notice to Quit of an Allotment Holder

Resolved – That the tenant of Plot 1B, St Helens Street be given notice to quit due to the untidy, uncultivated state of their plot.

120 Maternity Cover

Permission was sought to advertise for the post of Town Clerks Assistant during

her maternity leave.

Statutory Maternity Pay of £172.48 per week can be reclaimed and will help to fund the post.

Resolved – That the post be advertised and filled as soon as practicable.

121 Town Clerk Locum

Despite two attempts to recruit a new Town Clerk no applications were received.

Councillor Bowman informed the Council that members of the recruitment sub committee had agreed with the Town Clerk that all options would be explored: the Clerk to make contact with Cumbria Association of Local Councils, National Association of Local Councils and Society of Local Council Clerks regarding a locum; and the sub-committee members to speak to the Clerk's Admin Assistant about a temporary acting up role and to get feedback from the 14 people who had requested the application pack.

CALC had no-one to take on the role and NALC did not have a locum list.

SLCC did have a locum service delivered by a team of CiLCA qualified Clerks all of whom had worked within local councils. Our requirements have been circulated to that team.

The Admin Assistant had confirmed that she was not interested in an Acting Up role.

Resolved – That a Special Council Meeting be held on Thursday 28 October 2023 to discuss feedback from pack recipients, feedback from SLCC regarding a locum and to explore all other recruitment options available.

122 Rent Arrears

Resolved – That the tenants notice and offer to pay off his £1099,98 rent arrears monthly over the next six months be accepted.

The meeting closed at 9.00 pm

Minutes of a Special Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Thursday 28 September 2023 at 7.00 pm

Present: Councillor J Laidlow (Mayor)
Councillor I Burns
Councillor S Barnes
Councillor M Bowman
Councillor C Bell
Councillor C Bridgman
Councillor D Malloy
Councillor G Telford
Councillor J Samson
Councillor H Tucker
Councillor R Watson

123 Declaration of Interests

None declared.

124 Public Participation

There was no public participation.

125 Summary of Feedback from Pack Recipients

Councillor Samson informed those present that members of the Town Clerk Recruitment Sub Committee had contacted the fourteen pack recipients to find out if they were interested in having a conversation regarding their reasons for not applying for the post of Town Clerk. Ten of the fourteen agreed to be contacted.

Some said that they had found the job description complicated, others cited job commitments or personal commitments and one explained that he did not see the advert until very late on.

Councillor Samson confirmed that if the job were advertised again some of the ten would be interested in following up.

126 Locum Service

There had been no further feedback from the Society of Local Council Clerks regarding our application.

127 Town Clerk To Discuss The Way Forward

Those present discussed next steps.

Councillor Bowman stated that the recruitment process had been more drawn out than any of us anticipated but that we had to keep trying and that there were reasons to be optimistic that we would be successful.

Resolved – a) That the key terms and conditions of employment be amended. Holidays to increase to 31 days (negotiable) plus 8 bank holidays and day and hours of work to be less specific i.e. 37 hours per week with some weekend and evening work. Time off in lieu where appropriate.

b) That the advert be posted as soon as practicable on our website, Cumbria Association of Local Councils website & National Association of Local Councils website.

c) That the deadline for application be agreed as 12 noon on 16 October 2023.

d) That the Town Clerk Recruitment Sub Committee meets at 12.30pm on 19 October 2023 to shortlist applications.

e) That a Special Meeting of Council be held on Monday 23 October 2023 at 6pm to approve the shortlist.

f) That interviews be held on 8 November 2023.

g) That Councillors Bowman & Burns speak to the Town Clerks Admin Assistant to see if she was willing to act as Proper Officer for the sending out of agendas.

The meeting closed at 7.40 pm

Minutes of a Special Planning Meeting of Cockermouth Town Council held in the Council Chamber, Town Hall, Cockermouth on Thursday 5 October 2023 at 7.00 pm

Present: Councillor J Laidlow (Mayor)
Councillor S Barnes
Councillor C Bell
Councillor I Burns
Councillor D Malloy
Councillor J Samson
Councillor G Telford
Councillor R Watson

Apologies for absence were received from Councillors Beanland, Bowman, Bridgman & Tucker

128 Declaration of Interest

None declared.

129 Public Participation

There was none.

130 Planning Applications

2/23/9008

St Joseph's School, Mountain View

Erection of modular buildings to provide four additional classrooms, staff accommodation, cloakroom and w.c. facilities, including a covered walk link to the main school and creation of a 14 space car park.

Recommend – Approval

HOU/2023/0157

6 Mayo Park

Single storey extension to front elevation to create a porch and an extension to the existing single storey garage. A lean to veranda across the rear elevation and pv panels across the roof will complete the proposals.

Recommended – approval

131 Application for Tree Works

WTPO/2023/0029

Crown reduce a birch tree

57, Kirkgate

Recommended – Approval

132 Application for Tree Works

CAT/2023/0025

T1,T2 & T3, prune back low hanging branches

St Helens Street

Recommended - Approval

133 Application for Tree Works

CAT/2023/0027

Various tree works

Deer Orchard House, Castlegate

Recommended - Approval

The meeting closed at 7.03 pm

Reference: **HOU/2023/0169**

Proposal: Summerhouse in rear garden (retrospective)

Location: 24 Lowscates Drive, Cockermouth, CA13 9DS

Reference: **HOU/2023/0171**

Proposal: Single storey side extension.

Location: 157, The Parklands, Cockermouth, CA13 0XJ

Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 10 October 2023 09:58
To: Assistant - Cockermouth TC
Subject: FW: Planning Application CAT/2023/0031

Please print off urgently for the agenda.

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

Tel: 01900 821869
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Please note that I am retiring from Cockermouth Town Council on Tuesday 31st October 2023.

Confidentiality Statement

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From: Shona Reid <shona.reid@allerdale.gov.uk>
Sent: Tuesday, October 10, 2023 9:38 AM
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Planning Application CAT/2023/0031

Dear Sir/Madam

Application under Section 211 of the Town and Country Planning Act 1990 to carry out works to a tree at The Studio, St Helens Street, Cockermouth, CA13 9SF

I acknowledge receipt of your notice received 09/10/2023 concerning your proposal to carry out the following tree work:

The tree is a multi stemmed self set willow tree which is growing rapidly and shading out adjacent trees such as Rowan, Birch and Whitebeam. I would like to pollard it, and so make it more manageable. As the property is adjacent

to the highway I am keen to allow any remaining trees to develop a healthy canopy and reduce the risk of blowing down in strong winds

As part of the procedure for determining this type of application an officer is likely to visit the site to assess your proposal.

The Council has 6 weeks from the date of your notice to consider making a Tree Preservation Order in respect of the tree or to approve the proposed works. If by 20/11/2023 you have not heard from us, you then have 2 years in which to proceed with the work specified in your notice unless a Tree Preservation Order is served on the tree(s) before work commences.

It is our policy to write to your Parish / Town Council asking for their comments concerning the notice, comments are to be returned within 21 days. Any comments we receive will be carefully considered prior to determining the notice.

If you require any further information regarding this matter, please contact Kerry McCartney on 01900 516919.

Yours faithfully

Kerry McCartney

Planning Officer

Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 10 October 2023 09:58
To: Assistant - Cockermouth TC
Subject: FW: Planning Application CAT/2023/0031

Please print off urgently for agenda

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

Tel: 01900 821869
www.cockermouth.org
clerk@cockermouth.org
Facebook @CockermouthTownHall

Please note that I am retiring from Cockermouth Town Council on Tuesday 31st October 2023.

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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: Shona Reid <shona.reid@allerdale.gov.uk>
Sent: Tuesday, October 10, 2023 9:39 AM
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Planning Application CAT/2023/0031

Dear Sir/Madam

Consultation on planning application

Reference No: CAT/2023/0031

Applicant: Mr Martin Norris

Proposal: The tree is a multi stemmed self set willow tree which is growing rapidly and shading out adjacent trees such as Rowan, Birch and Whitebeam. I would like to pollard it, and so make it more manageable. As the property is adjacent to the highway I am keen to allow any remaining trees to develop a healthy canopy and reduce the risk of blowing down in strong winds

Location: The Studio, St Helens Street, Cockermouth, CA13 9SF

Please indicate any observations you/your department may have by e-mail to planning1@cumberland.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 31/10/2023. 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/2023/0031.

Please note that all the information contained in this application can be viewed by the public and on our website - <https://cumberlandcouncil.my.site.com/pr3/s/planning-application/a3X3X00000JnIR4UAN>.

Yours faithfully

Kerry McCartney

Specialist - Planning



**Allerdale House
Workington
Cumbria CA14 3YJ
Telephone 0300 373 3730
cumberland.gov.uk**

**Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) and/or
Notification of Proposed Works to Trees in a Conservation Area**

Town and Country Planning Act 1990 (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

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

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

Martin

Surname

Norris

Company Name

Address

Address line 1

4 Ullswater Drive

Address line 2

Address line 3

Town/City

Cockermouth

County

Country

United Kingdom

Postcode

CA13 9LW

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Contact Details

Primary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

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

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

The tree is a multi stemmed self set willow tree which is growing rapidly and shading out adjacent trees such as Rowan, Birch and Whitebeam. I would like to pollard it, and so make it more manageable.

As the property is adjacent to the highway I am keen to allow any remaining trees to develop a healthy canopy and reduce the risk of blowing down in strong winds

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.

- 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) – Whole crown reduction to 12m above ground level, to provide sufficient clearance to property.

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 the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published 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

Martin Norris

Date

07/10/2023

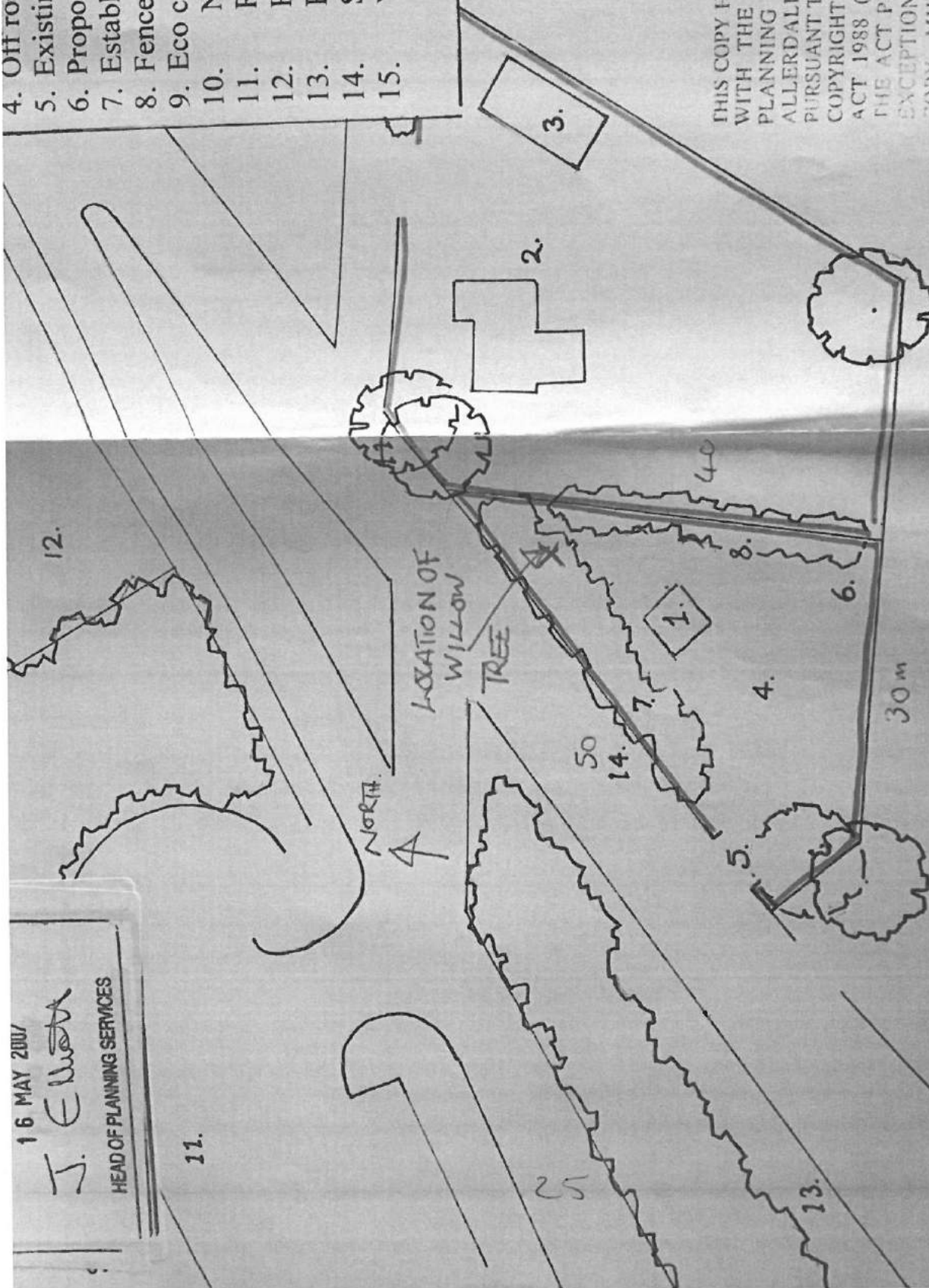
16 MAY 2007

J. Ellis

HEAD OF PLANNING SERVICES

11.

4. Off road car parking space.
5. Existing access.
6. Proposed septic tank
7. Established planting.
8. Fence line and new planting.
9. Eco centre (still) under construction
10. New floodlit all weather pitch
11. Recently extended car park.
12. Recently constructed playing field
13. Recently constructed Cycleway
14. School overflow car parking
15. Wyndham Holiday Park.



PLAN NUMBER

2/07/02

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Proposed Art Studio scale 1:500

Agenda Item 10a)

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/23

| No | Payment Reference | Gross | Vat | Net | Invoice date | Invoice no. | Details |
|------|-------------------|-----------|---------|-----------|--------------|-------------|--|
| 1303 | 1303 | £754.66 | £0.00 | £754.66 | 04/10/23 | | R Nicholson - PC Clean - Sept 23 |
| 1305 | 1305 | £420.96 | £20.95 | £400.01 | 04/10/23 | | Npower Ltd - Various locations - electric charges |
| | 1 | £349.80 | £16.66 | £333.14 | | TIC | Library |
| | 2 | £12.13 | £0.58 | £11.55 | | MG | Mem gardens |
| | 3 | £15.41 | £0.73 | £14.68 | | toile | Harris Park Toilets |
| | 4 | £43.62 | £2.98 | £40.64 | | toile | Main Street Toilets |
| 1306 | 1306 | £398.11 | £8.98 | £389.13 | 04/10/23 | | Water Plus - Water charges - various locations |
| | 1 | £91.03 | £0.00 | £91.03 | | TIC | Library |
| | 2 | £48.77 | £1.72 | £47.05 | | MG | Mem Gardens toilets |
| | 3 | £77.34 | £3.63 | £73.71 | | toile | Main Street PC |
| | 4 | £180.97 | £3.63 | £177.34 | | toile | Bitterbeck PC |
| 1307 | 1307 | £20.00 | £0.00 | £20.00 | 04/10/23 | | Cumberland Council - Raffle Licence |
| 1308 | 1308 | £5,388.00 | £0.00 | £5,388.00 | 04/10/23 | | Cumberland Council - Rates - TH Oct - Jan |
| 1309 | 1309 | £2,596.00 | £0.00 | £2,596.00 | 04/10/23 | | Cumberland Council - Rates - Lib - Oct - Jan |
| 1310 | 1310 | £234.00 | £0.00 | £234.00 | 04/10/23 | | Cumberland Council - Trade Refuse TH / Lib (April - June 23) |
| | 1 | £117.00 | £0.00 | £117.00 | | TH | TH |
| | 2 | £117.00 | £0.00 | £117.00 | | TIC | TIC |
| 1311 | 1311 | £1,059.62 | £176.60 | £883.02 | 04/10/23 | | Cumbria Coal Ltd - Xmas Lights repairs/bulbs - see invoice |
| 1312 | 1312 | £259.94 | £43.32 | £216.62 | 04/10/23 | | Cumbria Coal Ltd - Various repairs/ toilets / library |
| | 1 | £166.92 | £27.82 | £139.10 | | TIC | Library window - supply glass (21.07.23) |
| | 2 | £49.82 | £8.30 | £41.52 | | MG | Fix leak Mem gardens t |
| | 3 | £43.20 | £7.20 | £36.00 | | toile | Fit new lock and fix coir machine Bitterbeck |
| 1313 | 1313 | £2,464.00 | £0.00 | £2,464.00 | 04/10/23 | | Cumbria Coal Ltd - Tran Close Depot Rent |
| 1314 | 1314 | £2,686.32 | £447.72 | £2,238.60 | 04/10/23 | | Tivoli Services Ltd - Grounds Maintenance - september 23 |
| | 1 | £2,126.33 | £354.39 | £1,771.94 | | MG | Memorial Gardens |
| | 2 | £559.99 | £93.33 | £466.66 | | OP | other play areas |
| 1315 | 1315 | £50.00 | £0.00 | £50.00 | 04/10/23 | | S Brown - Petty cash |

Signature

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Date

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/23

| No | Payment Reference | Gross | Vat | Net | Invoice date | Invoice no. | Details |
|------|-------------------|---------|---------|---------|--------------|-------------|--|
| 1316 | 1316 | £190.64 | £31.77 | £158.87 | 04/10/23 | | Bedroq (Formerly Tellemachus) - CCTV - Management Service Sept 23 |
| 1317 | 1317 | £100.00 | £0.00 | £100.00 | 04/10/23 | | Christ Church DCC - Twinning - Room Hire Civic Reception |
| 1318 | 1318 | £177.50 | £26.25 | £151.25 | 04/10/23 | | Grasmere Gingerbread Ltd - Twinning Visit |
| 1319 | 1319 | £336.00 | £56.00 | £280.00 | 04/10/23 | | POD North West Ltd - |
| | 1 | £168.00 | £28.00 | £140.00 | | CI | SWOD Banners |
| | 2 | £168.00 | £28.00 | £140.00 | | TWIN | Twining banners |
| 1320 | 1320 | £491.00 | £0.00 | £491.00 | 04/10/23 | | The Wordsworth Trust - Twinning Visit - Dove Cottage |
| 1321 | 1321 | £100.00 | £0.00 | £100.00 | 04/10/23 | | Travelling Light Ceilidh Band - Twinning - Ceilidh Band |
| 1322 | 1322 | £244.00 | £40.67 | £203.33 | 04/10/23 | | South Lakes Hotels -Damson Dene Hotel - Twinning - Miniature Village Visit |
| 1323 | 1323 | £150.00 | £0.00 | £150.00 | 04/10/23 | | Reverb Stage and Sound Services - PA - Remebrance Sunday |
| 1324 | 1324 | £150.00 | £0.00 | £150.00 | 04/10/23 | | Reverb Stage and Sound Services - PA - Fireworks |
| 1325 | 1325 | £170.00 | £0.00 | £170.00 | 04/10/23 | | Steve Wilson First Aid Associates - First Aid Cover - Fireworks |
| 1326 | 1326 | £350.00 | £0.00 | £350.00 | 04/10/23 | | Steve Wilson First Aid Associates - First Aid Cover- SWOD |
| 1327 | 1327 | £350.00 | £0.00 | £350.00 | 04/10/23 | | Reverb Stage and Sound Services - PA - SWOD |
| 1328 | 1328 | £750.00 | £125.00 | £625.00 | 04/10/23 | | S J McGuckin Ltd - Balance - Stage Hire - SWOD |
| 1329 | 1329 | £300.00 | £0.00 | £300.00 | 04/10/23 | | J D Irving- Willams - SWOD - Sneaky Finch Band |
| 1330 | 113021 | £93.38 | £15.56 | £77.82 | 04/10/23 | | Viking - TIC stationary |
| 1331 | 113022 | £41.42 | £6.90 | £34.52 | 04/10/23 | | Tech 4 Office Equipment Ltd - TH Photocopier |
| 1332 | 113023 | £55.67 | £9.28 | £46.39 | 04/10/23 | | J A Lee Window & General Cleaning Contractors Ltd - Library - Windows |
| 1333 | 113024 | £59.94 | £9.99 | £49.95 | 04/10/23 | | Hills Books - TIC stock |
| 1334 | 113025 | £124.00 | £0.00 | £124.00 | 04/10/23 | | Civic Trust - TIC stock |

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Date

10/10/23 08:31 AM Vs: 8.88.01

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/23

| No | Payment Reference | Gross | Vat | Net | Invoice date | Invoice no. | Details |
|--------------|-------------------|------------|-----------|------------|--------------|-------------|---|
| 1335 | 113026 | £300.00 | £50.00 | £250.00 | 04/10/23 | | Waugh & Musgrave - Notice to quit - 1B St Helens Street Allotment |
| 1336 | 113027 | £30.00 | £0.00 | £30.00 | 05/10/23 | | CALC - Training Course - JS |
| 1337 | 113028 | £117.61 | £19.60 | £98.01 | 05/10/23 | | Viking - Stationery |
| | 1 | £46.16 | £7.69 | £38.47 | | TWIN | Twinning packs |
| | 2 | £71.45 | £11.91 | £59.54 | | TIC | tic - paper etc |
| 1338 | 1338 | £55.41 | £9.24 | £46.17 | 05/10/23 | | Topsourse Worldwide Uk Ltd - Payroll service period 6 |
| 1339 | 1339 | £211.70 | £0.00 | £211.70 | 05/10/23 | | J Airey - Internal Audit |
| 1340 | 1340 | £190.64 | £31.77 | £158.87 | 05/10/23 | | Bedroq (Formerly Tellemachus) - CCTV management service - Oct 23 |
| 1341 | 1341 | £261.00 | £0.00 | £261.00 | 05/10/23 | | Darling Manor - SWOD - Darling Manor 2 x princesses |
| 1342 | 1342 | £1,435.50 | £239.25 | £1,196.25 | 05/10/23 | | Let It Snow Globe - Snow Globe / Grinch - Balance |
| 1343 | 1343 | £84.00 | £14.00 | £70.00 | 06/10/23 | | O A Taylor & Sons Ltd. - Daffodil bulbs- Oct twinning |
| 1344 | 1344 | £261.60 | £43.60 | £218.00 | 06/10/23 | | Cumbria Coal Ltd - SWOD - Bins/ recycle |
| 1345 | 1345 | £282.00 | £47.00 | £235.00 | 06/10/23 | | Cumbria Coal Ltd - Various repairs |
| | 1 | £128.40 | £21.40 | £107.00 | | TIC | Replace glass library wi (04.09.23) |
| | 2 | £153.60 | £25.60 | £128.00 | | toile | fit new taps to biiterbecl locks to main st/ bitterb |
| 1346 | 1346 | £50.00 | £0.00 | £50.00 | 09/10/23 | | Luke Matear - SWOD - Performer |
| 1347 | 1347 | £459.70 | £76.62 | £383.08 | 09/10/23 | | Healthmatic Ltd - 4x strike locks - PC |
| 1348 | 1348 | £24.65 | £0.00 | £24.65 | 09/10/23 | | Skylark Studios - TIC stock |
| 1349 | 113030 | £31.50 | £0.00 | £31.50 | 10/10/23 | | Lakeland Leisure Walks - TIC stock |
| 1304 | 1304 | £525.00 | £0.00 | £525.00 | 19/10/23 | | Eric Nicolson - Clean Cenotaph |
| Total | | £24,885.47 | £1,550.07 | £23,335.40 | | | |

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Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|---|-------------|-------------|-------------|------------|
| INCOME | | | | |
| Council | | | | |
| 100 Precept | £290,812.00 | £290,812.00 | £290,812.00 | £0.00 |
| Total Council | £290,812.00 | £290,812.00 | £290,812.00 | £0.00 |
| Establishment | | | | |
| 300 Establishment- interest | £500.00 | £1,200.00 | £619.69 | -£580.31 |
| 310 Est- misc income | £350.00 | £186.71 | £186.71 | £0.00 |
| 330 Est- Maps | £750.00 | £550.00 | £241.00 | -£309.00 |
| 340 Chain - extend life | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Establishment | £1,600.00 | £1,936.71 | £1,047.40 | -£889.31 |
| Tourist Information Centre | | | | |
| 400 Tourist Information Centre Sales | £4,000.00 | £4,000.00 | £2,321.64 | -£1,678.36 |
| 405 Tourist Information Centre Bass Lake | £225.00 | £0.00 | £0.00 | £0.00 |
| 415 Rental/ Income | £2,650.00 | £3,172.00 | £1,312.50 | -£1,859.50 |
| 420 Talking Books/Requests | £0.00 | £0.00 | £0.00 | £0.00 |
| 425 TIC - Printing, Photocopy, Laminating | £1,500.00 | £2,500.00 | £1,359.59 | -£1,140.41 |
| 430 Library Replacement Card | £0.00 | £42.83 | £42.83 | £0.00 |
| 435 Library Fines | £0.00 | £12.70 | £12.70 | £0.00 |
| 440 ABC Printing | £0.00 | £0.00 | £0.00 | £0.00 |
| 445 CCC - Printing | £0.00 | £273.36 | £273.36 | £0.00 |
| 450 Rotary Calendars | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Tourist Information Centre | £8,375.00 | £10,000.89 | £5,322.62 | -£4,678.27 |
| Allotments | | | | |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|---|------------|------------|------------|------------|
| 500 Allotments rents | £1,974.00 | £2,169.08 | £2,169.08 | £0.00 |
| Total Allotments | £1,974.00 | £2,169.08 | £2,169.08 | £0.00 |
| Christmas | | | | |
| 600 Christmas lights donations | £1,000.00 | £1,915.00 | £1,665.00 | -£250.00 |
| 605 Christmas Lights - Tarn Close Depot | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Christmas | £1,000.00 | £1,915.00 | £1,665.00 | -£250.00 |
| Memorial Garden | | | | |
| 700 Memorial Gardens misc income | £0.00 | £1,450.00 | £1,450.00 | £0.00 |
| Total Memorial Garden | £0.00 | £1,450.00 | £1,450.00 | £0.00 |
| Twinning | | | | |
| 800 Twinning Income | £0.00 | £110.00 | £836.00 | £726.00 |
| Total Twinning | £0.00 | £110.00 | £836.00 | £726.00 |
| Events | | | | |
| 900 Event Fireworks income | £220.00 | £220.00 | £0.00 | -£220.00 |
| 905 Events- festival income | £0.00 | £0.00 | £0.00 | £0.00 |
| 910 Events- Carnival/ Fun Day | £0.00 | £770.00 | £770.00 | £0.00 |
| 915 Events- Food Festival income | £0.00 | £0.00 | £0.00 | £0.00 |
| 920 Events- Joint road closure | £0.00 | £0.00 | £0.00 | £0.00 |
| 930 Jubilee/ Coronation | £500.00 | £50.00 | £50.00 | £0.00 |
| Total Events | £720.00 | £1,040.00 | £820.00 | -£220.00 |
| Town Hall | | | | |
| 200 Town Hall Room Hire | £1,500.00 | £700.00 | £444.17 | -£255.83 |
| 205 Town Hall- Rent Day Services | £14,161.00 | £14,161.00 | £8,091.23 | -£6,069.77 |
| 210 Town Hall- Rent Offices | £11,940.00 | £9,500.00 | £4,989.72 | -£4,510.28 |
| 215 Town Hall- income ABC cleaning | £0.00 | £0.00 | £0.00 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | | 2023/2024 | Revised | Actual Net | Balance |
|-------------------------------|--|------------|------------|------------|-------------|
| 220 | Town Hall - Wedding Room Hire | £7,000.00 | £8,500.00 | £7,644.16 | -£855.84 |
| Total Town Hall | | £34,601.00 | £32,861.00 | £21,169.28 | -£11,691.72 |
| Open Spaces | | | | | |
| 1100 | Open Spaces- Fishing Rights- Permits | £65.00 | £30.00 | £30.00 | £0.00 |
| 1105 | open Spaces- war memorials | £0.00 | £0.00 | £0.00 | £0.00 |
| 1110 | open Spaces- Public Clocks | £0.00 | £0.00 | £0.00 | £0.00 |
| 1115 | Open Spaces- flower baskets/bulbs | £0.00 | £0.00 | £0.00 | £0.00 |
| 1130 | Bus Shelters | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Open Spaces | | £65.00 | £30.00 | £30.00 | £0.00 |
| Projects | | | | | |
| 1010 | Cenotaph | £0.00 | £0.00 | £0.00 | £0.00 |
| 1020 | 10K Town Centre | £0.00 | £0.00 | £0.00 | £0.00 |
| 1030 | 1212 trees | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Projects | | £0.00 | £0.00 | £0.00 | £0.00 |
| Other Properties | | | | | |
| 1205 | Other Properties- Victoria Hall Rent | £2,500.00 | £2,500.00 | £1,249.98 | -£1,250.02 |
| 1210 | Other Properties- Tarn Close Sports Ground | £375.00 | £375.00 | £375.00 | £0.00 |
| 1215 | Other Properties- quarterly play area /grass | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Other Properties | | £2,875.00 | £2,875.00 | £1,624.98 | -£1,250.02 |
| Balances | | | | | |
| 1300 | Balances - To income | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Balances | | £0.00 | £0.00 | £0.00 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|------------------------------|-------------|-------------|-------------|-------------|
| VAT Refunds | | | | |
| 1500 VAT Refunds | £0.00 | £0.00 | £7,361.86 | £7,361.86 |
| Total VAT Refunds | £0.00 | £0.00 | £7,361.86 | £7,361.86 |
| Public Toilets | | | | |
| 1400 Public Toilets - Income | £3,500.00 | £3,500.00 | £1,540.90 | -£1,959.10 |
| Total Public Toilets | £3,500.00 | £3,500.00 | £1,540.90 | -£1,959.10 |
| Bus Service | | | | |
| 1600 Bus Service Subsidy | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Bus Service | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Income | £345,522.00 | £348,699.68 | £335,849.12 | -£12,850.56 |

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Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|--|-------------|-------------|------------|------------|
| EXPENDITURE | | | | |
| Council | | | | |
| 1600 To Balances | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Council | £0.00 | £0.00 | £0.00 | £0.00 |
| Establishment | | | | |
| 3000 Establishment Wages | £100,804.00 | £100,804.00 | £53,481.90 | £47,322.10 |
| 3010 Establishment- phone,net,postage | £1,000.00 | £1,000.00 | £708.22 | £291.78 |
| 3020 Establishment- print,statio,equip | £1,500.00 | £1,500.00 | £1,343.24 | £156.76 |
| 3030 Establishment- ins not town hall | £11,000.00 | £11,060.00 | £11,059.57 | £0.43 |
| 3040 Establishment- subscriptions | £2,200.00 | £2,200.00 | £2,200.00 | £0.00 |
| 3050 Establishment- Audit fees | £1,450.00 | £1,450.00 | £211.70 | £1,238.30 |
| 3060 Establishment- Misc | £2,500.00 | £2,500.00 | £1,727.71 | £772.29 |
| 3070 Establishment- Grants to orgs | £1,000.00 | £1,000.00 | £350.00 | £650.00 |
| 3080 Establishment- Advertsing | £0.00 | £0.00 | £0.00 | £0.00 |
| 3090 Establishment- Mayors Allowance | £1,200.00 | £1,200.00 | £608.64 | £591.36 |
| 3100 Establishment- Mayors Entertainment Fund | £550.00 | £550.00 | £113.63 | £436.37 |
| 3110 Establishment- Elections | £15,000.00 | £15,000.00 | £0.00 | £15,000.00 |
| 3130 Establishment- H&S | £250.00 | £64.65 | £64.65 | £0.00 |
| 3140 Establishment- Training | £500.00 | £500.00 | £234.00 | £266.00 |
| 3150 Establishment- Bank Charges | £600.00 | £700.00 | £349.40 | £350.60 |
| 3160 Establishment- Payroll | £580.00 | £580.00 | £220.05 | £359.95 |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | | 2023/2024 | Revised | Actual Net | Balance |
|---|---|-------------|-------------|------------|------------|
| 3170 | Chain - extend life | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Establishment | | £140,134.00 | £140,108.65 | £72,672.71 | £67,435.94 |
| Tourist Information Centre | | | | | |
| 4000 | Tourist Information Centre-wages | £46,298.00 | £46,298.00 | £24,082.18 | £22,215.82 |
| 4010 | Tourist Information Centre-goods resale | £2,000.00 | £1,250.00 | £797.38 | £452.62 |
| 4020 | Tourist Information Centre-costs | £17,000.00 | £19,000.00 | £12,417.97 | £6,582.03 |
| 4030 | Tourist Information Centre-Bass lake | £180.00 | £0.00 | £0.00 | £0.00 |
| 4040 | Rotary Calendars | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Tourist Information Centre | | £65,478.00 | £66,548.00 | £37,297.53 | £29,250.47 |
| Allotments | | | | | |
| 5000 | Allotments Water Charges | £1,000.00 | £800.00 | £582.14 | £217.86 |
| 5010 | Allotment Gen Main | £1,000.00 | £1,000.00 | £0.00 | £1,000.00 |
| 5030 | Rent for St Helen's Street | £330.00 | £330.00 | £330.00 | £0.00 |
| Total Allotments | | £2,330.00 | £2,130.00 | £912.14 | £1,217.86 |
| Christmas | | | | | |
| 6000 | Christmas lights contract | £22,100.00 | £20,988.00 | £0.00 | £20,988.00 |
| 6010 | Christmas Light misc bulb cable etc | £3,000.00 | £3,000.00 | £1,525.47 | £1,474.53 |
| 6020 | Christmas Lights Elec Costs | £1,000.00 | £1,000.00 | £0.00 | £1,000.00 |
| 6030 | Christmas Lights SWOD exp | £4,000.00 | £6,000.00 | £1,891.75 | £4,108.25 |
| 6040 | Christmas Lights comps | £150.00 | £150.00 | £0.00 | £150.00 |
| 6050 | Christmas Lights - CADS Panto | £350.00 | £350.00 | £0.00 | £350.00 |

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Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | | 2023/2024 | Revised | Actual Net | Balance |
|------------------------------|--------------------------------------|------------|------------|------------|------------|
| 6060 | Christmas Lights - Tam Close Depot | £4,833.00 | £4,928.00 | £2,464.00 | £2,464.00 |
| Total Christmas | | £35,433.00 | £36,416.00 | £5,881.22 | £30,534.78 |
| Memorial Garden | | | | | |
| 7000 | Memorial Gardens Contract | £10,500.00 | £10,500.00 | £8,859.70 | £1,640.30 |
| 7010 | Memorial Gardens Play Area | £2,000.00 | £4,000.00 | £2,688.28 | £1,311.72 |
| 7020 | Memorial Gardens Misc | £3,000.00 | £3,500.00 | £1,882.03 | £1,617.97 |
| Total Memorial Garden | | £15,500.00 | £18,000.00 | £13,430.01 | £4,569.99 |
| Twinning | | | | | |
| 8000 | Twinning visit incoming | £6,500.00 | £6,500.00 | £0.00 | £6,500.00 |
| 8010 | Twinning Visit Out Going | £100.00 | £150.00 | £80.00 | £70.00 |
| 8020 | Twinning Grants EPSF | £500.00 | £0.00 | £0.00 | £0.00 |
| Total Twinning | | £7,100.00 | £6,650.00 | £80.00 | £6,570.00 |
| Events | | | | | |
| 9000 | Events- FireworksDisplay | £6,000.00 | £6,000.00 | £121.00 | £5,879.00 |
| 9010 | Events - Festival exp | £500.00 | £500.00 | £500.00 | £0.00 |
| 9020 | Events- Carnival/Fun Day | £1,500.00 | £1,709.92 | £1,709.92 | £0.00 |
| 9030 | Events- Food Festival | £4,167.00 | £4,167.00 | £0.00 | £4,167.00 |
| 9040 | Events - Taste Christmas | £1,000.00 | £1,000.00 | £0.00 | £1,000.00 |
| 9060 | Events- Joint Road Closure | £0.00 | £0.00 | £0.00 | £0.00 |
| 9070 | Events - Market Charter | £0.00 | £0.00 | £0.00 | £0.00 |
| 9080 | Events - 70th Anniversary/Coronation | £1,000.00 | £699.76 | £699.76 | £0.00 |
| 9090 | Events - Remembrance Sunday | £1,000.00 | £300.00 | £0.00 | £300.00 |

3/5

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|--|------------|------------|------------|------------|
| Total Events | £15,167.00 | £14,376.68 | £3,030.68 | £11,346.00 |
| Town Hall | | | | |
| 2000 Town Hall - Gen Main | £3,500.00 | £3,500.00 | £3,500.00 | £0.00 |
| 2010 Town Hall- Refurb of Furnishings | £1,000.00 | £1,000.00 | £818.34 | £181.66 |
| 2020 Town Hall- Capital Impr Scheme/ Grd Maint | £1,000.00 | £1,000.00 | £831.66 | £168.34 |
| 2030 Town Hall- rates | £12,500.00 | £12,500.00 | £8,085.00 | £4,415.00 |
| 2040 Town Hall- Utilities | £10,000.00 | £15,000.00 | £6,927.27 | £8,072.73 |
| 2050 Town Hall- Phone, net, frank | £1,500.00 | £1,500.00 | £1,500.00 | £0.00 |
| 2060 Town Hall- window, bins, sanitary, fire | £610.00 | £450.00 | £161.56 | £288.44 |
| 2080 Town Hall- Refreshments | £50.00 | £40.00 | £15.30 | £24.70 |
| 2090 Town Hall- Cleaners wage | £0.00 | £0.00 | £0.00 | £0.00 |
| 2100 Town Hall- cleaning products | £250.00 | £250.00 | £137.26 | £112.74 |
| 2110 Town Hall - Wedding Exp | £500.00 | £375.00 | £375.00 | £0.00 |
| 2120 Town Hall - Cleaning | £4,000.00 | £3,600.00 | £1,709.73 | £1,890.27 |
| Total Town Hall | £34,910.00 | £39,215.00 | £24,061.12 | £15,153.88 |
| Open Spaces | | | | |
| 11000 Open Spaces-Fishing stationery | £0.00 | £0.00 | £0.00 | £0.00 |
| 11010 Open Spaces- war memorials | £2,500.00 | £525.00 | £0.00 | £525.00 |
| 11020 Open Spaces-Public Clocks | £270.00 | £0.00 | £0.00 | £0.00 |
| 11030 Open Spaces -flower baskets | £2,800.00 | £2,799.88 | £2,799.88 | £0.00 |
| 11060 Open Spaces - Bus Shelter | £600.00 | £600.00 | £165.00 | £435.00 |
| 11080 Open Spaces - clever sid | £100.00 | £0.00 | £0.00 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|---|------------|------------|------------|-----------|
| Total Open Spaces | £6,270.00 | £3,924.88 | £2,964.88 | £960.00 |
| Projects | | | | |
| 10200 10K Town Centre | £0.00 | £0.00 | £0.00 | £0.00 |
| 10300 1212 trees | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Projects | £0.00 | £0.00 | £0.00 | £0.00 |
| Other Properties | | | | |
| 12010 Other Properties-Victoria Hall | £1,000.00 | £300.00 | £259.07 | £40.93 |
| 12020 Other Properties-Tarn Close Sports Ground misc exp | £0.00 | £0.00 | £0.00 | £0.00 |
| 12030 Other Properties-3/4 insp/grass swings | £2,800.00 | £2,800.00 | £2,482.78 | £317.22 |
| Total Other Properties | £3,800.00 | £3,100.00 | £2,741.85 | £358.15 |
| Balances | | | | |
| 13000 Balances - From Exp | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Balances | £0.00 | £0.00 | £0.00 | £0.00 |
| VAT Refunds | | | | |
| 15000 VAT Due to C/E | £0.00 | £0.00 | £0.00 | £0.00 |
| Total VAT Refunds | £0.00 | £0.00 | £0.00 | £0.00 |
| Public Toilets | | | | |
| 14000 Public Toilets- Gen Costs | £2,850.00 | £2,350.00 | £972.99 | £1,377.01 |
| 14010 Public Toilets - Cleaning Products | £750.00 | £400.00 | £161.65 | £238.35 |
| 14020 Public Toilets- Cleaners Wage | £0.00 | £0.00 | £0.00 | £0.00 |
| 14030 Public Toilets- Utilities/ Rates | £1,000.00 | £1,800.00 | £1,326.74 | £473.26 |
| 14040 Toilet - Cleaning contract | £12,000.00 | £10,000.00 | £4,675.32 | £5,324.68 |

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/23

| | 2023/2024 | Revised | Actual Net | Balance |
|--------------------------------|-------------|-------------|-------------|-------------|
| Total Public Toilets | £16,600.00 | £14,550.00 | £7,136.70 | £7,413.30 |
| CCTV | | | | |
| 16000 CCTV | £1,800.00 | £1,800.00 | £0.00 | £1,800.00 |
| Total CCTV | £1,800.00 | £1,800.00 | £0.00 | £1,800.00 |
| Green Issues | | | | |
| 17000 Green Issues | £1,000.00 | £1,000.00 | £0.00 | £1,000.00 |
| Total Green Issues | £1,000.00 | £1,000.00 | £0.00 | £1,000.00 |
| Greyrigg Footpath | | | | |
| 18000 Greyrigg Footpath | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Greyrigg Footpath | £0.00 | £0.00 | £0.00 | £0.00 |
| Chamber of Trade | | | | |
| 19000 Chamber of Trade | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Chamber of Trade | £0.00 | £0.00 | £0.00 | £0.00 |
| Bus Service | | | | |
| 20000 Bus Service Subsidy | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Bus Service | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Expenditure | £345,522.00 | £347,819.21 | £170,208.84 | £177,610.37 |
| Total Income | £345,522.00 | £348,699.68 | £335,849.12 | -£12,850.56 |
| Total Expenditure | £345,522.00 | £347,819.21 | £170,208.84 | £177,610.37 |
| Total Net Balance | £0.00 | £880.47 | £165,640.28 | |

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**INTERIM HALF YEAR REPORT BY THE INTERNAL AUDITOR
TO COCKERMOUTH TOWN COUNCIL**

**1ST APRIL 2023– 30TH SEPTEMBER 2023
FINANCIAL YEAR ENDING 31ST MARCH 2024**

I confirm I have, on the 4th October 2023 undertaken an internal audit for the period 1st April 202 - 30th September 2024 in accordance with the Account and Audit Regulations (England) 2015 as outlined in the schedule previously circulated and approved by Council and incorporating any new requirements as outlined in "Governance and Accountability for Smaller Authorities in England " A Practitioners' Guide March 2023

The work plan consisted of an investigation to review whether the systems of financial and other controls over the Council's activities and operating procedures are appropriate and effective.

A. Appropriate Accounting Records have been kept throughout the year.

The Council operates a commercial accounting package – Edge, which is comprehensive and fulfils the requirements needed to complete all monthly and cumulative Income and Expenditure accounts as required by the Regulations. All payments and receipts are coded to the Council's budgeted headings, allowing immediate identification of spending in each budget sector and enables monthly management accounts to be prepared.

A sample of financial transactions in the Edge software and the Schedule of Payments/Receipts were verified by cross -referencing to the bank statements for the period. While a wide cross- section of all payments was checked, the following higher value invoices was checked. All complied with Financial Regulations.

| | | | |
|------|----------|---------------------|--------------------------|
| 1119 | £2686.32 | Tivoli Services Ltd | Ground Maintenance April |
| 1175 | £2686.32 | Tivoli Services Ltd | Ground Maintenance May |
| 1208 | £2686.32 | Tivoli Services Ltd | Ground Maintenance June |
| 1241 | £3359.86 | Tivoli Services Ltd | Hanging Baskets etc. |

There is the additional security of an internal checking system to monitor the accuracy of the data input into the computerised accounts. Backup procedures are undertaken by means of external hard drives.

A. Periodic bank reconciliations were properly carried out during the year.

Bank reconciliations are prepared monthly on the Edge accounting system; additionally, manual bank reconciliation is carried out to ensure accuracy. A signature of a member on the corresponding bank statement confirms the accuracy of the bank reconciliation.

B. The authority complied with Financial Regulations, invoices supported payments, all expenditure was approved and VAT appropriately accounted for.

Financial Regulations, Standing Orders, Policy and Procedures Documents are up to date with current legislation and are reviewed as required.

Invoices, on receipt, are processed appropriately as per Financial Regulations 5.3- 5.4.

Subsequently they are inputted into the Edge accounting system prior to being placed on the Schedules of Payments for approval of the Council.

There is segregation of the systems prior to the release of payments from the bank.

The Vat reclaims are submitted quarterly. Checks were made for accuracy to the core accounts. It is confirmed that the following claims have been paid to the Town Council bank account. April – June 2023. - £3929.00, July – September 2023 - £3432.86
The Credit Card has a spend limit of £2200 and is operated only by the Town Clerk as specified in Financial Regulations. All spending is cleared in full by the due date by Direct Debit.

C. The authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.

The Council annually reviews its Risk Assessment policy documents, last review 20th September 2023. Minute No. 106. Periodically throughout the year risks are identified prior to events or additional activities. Written assessments are retained on file. Appropriate additional insurance is obtained, if relevant.

D. The Precept requirement resulted from an adequate budgetary process, progress against the budget is regularly monitored and reserves are appropriate.

A comprehensive budget was produced by the Responsible Financial Officer (RFO), and received at Council and adopted, 18th January 2023 – Min. No. 163a), resulting in a Precept to the District Council of £290,812, requested within the appropriate timescale.

E. Expected income was fully received based on correct prices, properly recorded and promptly banked; and VAT appropriately accounted for.

Evidence was produced to confirm detailed records for all income sources. Allotment rents are reviewed and duly collected at the appropriate time.

The Tourist Information spreadsheets record all income and subsequent banking. Fees and leases are regularly reviewed.

F. Credit Card payments supported by receipts, expenditure approved and VAT appropriately accounted for.

The credit card records are comprehensive; the relevant receipts accompany all amounts of expenditure.

The Credit Card has a spend limit of £2200 and is operated only by the Town Clerk as specified in Financial Regulations. All spending is cleared in full by the due date by Direct Debit.

G. Salaries to employees and allowances to members were paid in accordance with the authorities approvals, and PAYE and NI requirements were properly applied

All payments reflect salary scales approved by Council. Returns to HMRC are up to date. Periodic checks on the payroll operator's submissions are made to ensure accuracy.

H. Asset and investment registers were complete and accurate and properly maintained

The Asset Register is monitored and all acquisitions and disposals are recorded. The document will be reviewed and adopted prior to the financial year end to ensure accuracy when completing the Annual Governance and Accountability Return (AGAR) 2024. – Current Fixed Assets - £1,702,200.

Insurance

Statutory and other insurance is in place and all assets, which are index linked are held on cover. The Council benefits from a 5year loyalty discount with the current insurer. – Zurich ending 2027.

I. The authority publishes information on a free to access website, up to date at the time of internal audit in accordance with all legislation requirements.

The Clerk has ensured that all statutory requirements under Transparency Legislation is displayed on the Town Council website.

J. The authority during, during the previous year, correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations.

Regulation 12(3) Accounts and Audit Regulations 2015 requires the Responsible Financial Officer (RFO) to publish a Notice of Public Rights of inspection of accounts for a period of thirty days which must include the first 10 working days in July.

Inspection of website confirms that the RFO has undertaken the obligation. The date the notice was posted being 7th June 2023 with inspection period 13th June – 22nd July 2022.

K. The authority complied with the publication requirement for the current year AGAR

The Local Audit and Accountability Act 2014 Sct 20(2) & 25 and The Accounts and Audit (England) Regulations 2015 (S1 2015/234) requires a Council to publish, as soon as reasonably practicable, after the conclusion of the audit, a statement on the website advising that the 2022-23 Audit has been completed.

The Clerk/RFO has undertaken the requirement and the Notice of Interim Report was published on the website -

I conclude and report that the Clerk/Responsible Financial Officer (RFO) and Finance Assistant have maintained a high standard of recordkeeping, which has simplified the audit process. The Council's control systems are efficient and effective and give the appropriate level of confidence, that the financial statements and reports reflect a true and accurate account of the Council's finance and governance records.



Internal Auditor – 4th October 2023.

Having observed in the Minutes of the Council that the current Clerk is to retire on 31st October 2023, I wish to express my appreciation of the assistance shown to me by her and her team.

It has been a pleasure to audit Cockermouth Town Council as all finance and governance systems are exemplary, which has aided sound audit trails resulting in compliance with all statutory Account and Audit Regulations and subsequent fully compliant Internal and External Audit Reports.

Section 3 - External Auditor Report and Certificate 2022/23 - INTERIM

In respect of **Cockermouth Town Council**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor report 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

We have not yet completed our review work on the AGAR and supporting documentation. A final report detailing any qualifications and other matters will be provided with the certificate of completion, following finalisation of the review.

Other matters not affecting our opinion which we draw to the attention of the authority:

We have not yet completed our review work on the AGAR and supporting documentation. A final report detailing any qualifications and other matters will be provided with the certificate of completion, following finalisation of the review.

3 External auditor certificate 2022/23

We do not certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

We do not certify completion because:

We must complete our review work before we are able to certify completion and discharge our responsibilities

External Auditor Name



External Auditor Signature

Moore

Date

25/09/2023

Clerk - Cockermouth TC

From: Des Wright <alison.des@gmail.com>
Sent: 13 September 2023 17:00
To: Clerk - Cockermouth TC
Cc: Cllr. Catherine Bell; Cllr. Chris Bridgman; Cllr. David Malloy; Cllr. Gillian Telford; Cllr. Isabel Burns; Cllr. Julie Laidlow; Cllr. Richard Watson; Cllr. Stephen Barnes; David Malloy (Personal); Cllr. Helen Tucker; Cllr. Howard Beanland; Cllr. James Samson; Cllr. Marion Bowman
Subject: Re: Tarn Close

Sheila, Councillors,

Many thanks for confirming your suggestion to approach Cumberland council was related to them actually fulfilling the role of lead partner in the project as opposed to providing advice.

I'll follow this up with Cumberland council but I'm very doubtful they will undertake this for a project based on land they do not own and for a new asset they will not own.

As we discussed when we met the request for the Town Council to consider taking on the role of lead partner was associated with this enabling us to claim back VAT which would essentially equate to a £100k contribution on a £500k project without any direct cost to the Town Council itself.

You will all be aware the the council have made development of a facility at Tarn Close a formal requirement as part of the lease and any new facility will be an asset owned by the council.

This size of project is a huge undertaking for us as a junior football club which is why we were looking for support in relation to the VAT opportunity. If this approach isn't feasible I'd like to ask the council whether they are amenable to supporting this project with direct financial contribution and if so to what value?

Thanks for your consideration

Des Wright
Chairman
Cockermouth Junior Football Club

Sent from my iPad

On 11 Sep 2023, at 19:23, Des Wright <alison.des@gmail.com> wrote:

Sheila

Many thanks for your email and clarification.

Can you advise on the thinking behind approaching Cumberland Council?

Is it for advice and guidance in relation to the Town Council approaching this as a joint project with the football club?

Or is the thinking to approach Cumberland council with respect to them taking the lead with the football club ?

Thanks

COCKERMOUTH
TOWN
COUNCIL

BUDGET & PRECEPT
PROPOSED FOR
2024/25

MRS S. BROWN
Clerk/RFO

COCKERMOUTH

October 2023

FINANCIAL SUMMARY

| | |
|--------------------------------|-------------|
| | £ |
| Starting Balances @ 1/4/2023 | |
| General Account | £ 4,811.67 |
| IAS | £ 0.00 |
| 7DN | £ 16,855.17 |
| Cumberland | £ 45,862.05 |
| Starting Total in all Accounts | £167,528.89 |

Closing Balance at 30/09/23

| | |
|-----------------------------|--------------|
| General Account | £ 166,832.32 |
| IAS | £ 0.00 |
| 7DN | £ 117,150.01 |
| Cumberland Building Society | £ 45,862.05 |
| Total in all accounts | £329,844.38 |

| | |
|--|-------------|
| b) <u>LESS</u> Estimated Net Expenditure to 31/3/24 | £177,610.37 |
| c) <u>PLUS</u> Estimated Net Income to 31/3/24 | £12,850.56 |
| d) <u>PLUS</u> estimated Vat for 3 rd quarter | £ 3,000.00 |
| e) <u>PLUS</u> estimated Vat for 4 th quarter | £ 2,500.00 |
| d) ESTIMATED BANK BALANCE AT 31/3/24 | £170,584.57 |

Note: £150k from sale of Double Mills in a reserve account can only be used for capital projects
cannot be spent on revenue costs

COCKERMOUTH TOWN COUNCIL ESTIMATES 2024-2025 **SUMMARY**

| Item of Expenditure | Estimated Expenditure 2023/24 | Estimated Income 2023/24 | Estimated Net Cost 2023/24 | Revised Estimated Expenditure 2023/24 | Revised Estimated Income 2023/24 | Revised Estimated Net Cost 2023/24 | Estimated Expenditure 2024/25 | Estimated Income 2024/25 | Estimated Net Cost 2024/25 |
|----------------------------|-------------------------------|--------------------------|----------------------------|---------------------------------------|----------------------------------|------------------------------------|-------------------------------|--------------------------|----------------------------|
| 1. Allotments | £ 2,330 | £ 1,974 | £ 356 | 1,580 | 2,152 | 572cr | 2,330 | 2,168 | 162 |
| 2. Establishment | 140,134 | 1,600 | 138,534 | 150,806 | 1,437 | 149,369 | 146,094 | 1,600 | 144,494 |
| 3. TIC/Library | 65,478 | 8,375 | 57,103 | 71,174 | 9,150 | 62,024 | 75,124 | 9,150 | 65,974 |
| 4. Open Spaces | 6,270 | 65 | 6,205 | 5,900 | 20 | 5,880 | 6,970 | 65 | 6,905 |
| 5. Memorial Gardens | 15,500 | - | 15,500 | 15,632 | 1,450 | 14,182 | 18,269 | - | 18,269 |
| 6. Twinning | 7,100 | - | 7,100 | 7,100 | 300 | 6,800 | 20,600 | 20,000 | 600 |
| 7. Events | 15,167 | 720 | 14,447 | 15,167 | 1,040 | 14,127 | 14,867 | 720 | 14,147 |
| 8. Other Properties | 3,800 | 2,875 | 925 | 3,800 | 2,875 | 925 | 3,968 | 2,875 | 1,093 |
| 9. Christmas Lights | 35,433 | 1,000 | 34,433 | 34,524 | 1,010 | 33,514 | 37,448 | 2,000 | 35,448 |
| 10. Town Hall | 34,910 | 35,601 | 691cr | 33,910 | 34,601 | 691cr | 38,660 | 34,601 | 4,059 |
| 11. Toilets | 16,600 | 3,500 | 13,100 | 16,600 | 3,500 | 13,100 | 16,100 | 3,500 | 12,600 |
| 12. Bus Service | 1,000 | - | 1,000 | - | - | - | 1,000 | - | 1,000 |
| 13. CCTV | 1,800 | - | 1,800 | 1,800 | - | 1,800 | 2,500 | - | 2,500 |
| 14. Green Issues | 1,000 | - | 1,000 | 1,000 | - | 1,000 | 2,500 | - | 2,500 |
| 15. Projects | - | - | - | - | - | - | - | - | - |
| 16. Balances | - | - | - | - | - | - | - | - | - |
| 12. Net Totals | 346,552 | 55,710 | 290,812 | 358,993 | 57,535 | 301,458 | 386,430 | 76,679 | 309,751 |
| 13. To Balances | | | | | | | | | |
| 14. From Balances p | | | | | | | | | |
| 15. NET TOTALS | | | 290,812 | | | | | | 309,751 |
| 16. PRECEPT | | | 290,812 | | | | | | 309,751 |

If you agree with the draft budget, our total funding requirement will be £309,751
If you agree with the draft budget, Cockermouth Town Council precept will be £309,751 an increase of 6.51%

£

TOWN COUNCIL
ESTIMATES 2024/5

ALLOTMENTS

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|-------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Water Charges | £1,000 | £1,000 | £1,000 |
| 2. General Maintenance | £1,000 | £250 | £1,000 |
| 3. Rent for St Helens | £330 | £330 | £330 |
| | £2,330 | £1,580 | £2,330 |
| LESS Income & Credits – | | | |
| 1. Allotment Rents | £1,974 | £2,152 | £2,168 |
| ACTUAL NET COST | 356 | £572cr | £162 |

Notes

Figs based on 42 full allotments @ £51.64 (£1 increase per allotment next year) plus a small amount of re-letting over the course of the year.

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

ESTABLISHMENT

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|-----------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Wages | 100,804 | 111,476 | 118,164 |
| 2. Telephone/internet/postage | 1,000 | 1,000 | 1,000 |
| 3. Printing/Stationery/Equip | 1,500 | 1,500 | 1,500 |
| 4. Insurances | 11,000 | 11,000 | 11,000 |
| 5. Subscriptions | 2,200 | 2,200 | 2,200 |
| 6. Audit Fees (External/Internal) | 1,450 | 1,450 | 1,450 |
| 7. Miscellaneous | 2,500 | 2,500 | 2,500 |
| 8. Grants to organisations | 1,000 | 1,000 | 1,000 |
| 9. Advertising | 0 | 0 | 0 |
| 10. Chairman's Allowance | 1,200 | 1,200 | 1,200 |
| 11. Chairman's Fund | 550 | 550 | 550 |
| 12. Elections | 15,000* | 15,000* | 1,000* |
| 13. Health & Safety Requirements | 250 | 250 | 250 |
| 14. Training | 500 | 500 | 500 |
| 15. Bank Charges | 600 | 600 | 600 |
| 16. Payroll | 580 | 580 | 580 |
| 17. Chain – extend life | | | 2,600 |
| | 140,134 | 150,806 | 146,094 |
| LESS Income – | 500 | 1,000 | 500 |
| 1. Bank Interest-General | 350 | 157 | 350 |
| 2. Other Misc Income | 750 | 280 | 750 |
| 3. Maps | | | |
| | 1,600 | 1,437 | 1,600 |
| ACTUAL NET COST | 138,534 | 149,369 | 144,494 |

*Actual pay £105,476 in 22/23. Higher than anticipated pay rise 22/23 10% for lower bands due to high inflation

*pay increase 23/24 estimated at 3% Higher than anticipated pay rise for 23/24 estimated 10% for lower bands due to stubborn inflation. Unions agreed to take industrial action. No settlement yet

*Bore whole cost of 23/24 elections due to Cumberland elections being held a year earlier so they could shadow. May be able to claim a grant from Cumberland Council

New clerk

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

Library/TIC 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|-------------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Wages | 46,298* | 49,174* | 52,124* |
| 2. Good for resale | 2,000 | 2,000 | 2,000 |
| 3. Running Costs: | 17,000 | 20,000 | 21,000 |
| 4. Bass Lake fishing | 180 | 0 | 0 |
| | 65,478 | 71,174 | 75,124 |
| LESS Income & Credits | | | |
| 1. Sales | 4,000 | 4,000 | 4,000 |
| 2. Bass Lake Fishing | 225 | 0 | 0 |
| 3. Rental Income | 2,650 | 2,650 | 2,650 |
| 4. Printing/photocopying/laminating | 1,500 | 2,500 | 2,500 |
| Income | 8,375 | 9,150 | 9,150 |
| ACTUAL COST | 57,103 | 62,024 | 65,974 |

*pay rise 10.5%

*estimated pay rise 23/24 3% Actual pay rise likely to be around 10.5%

*replaced some lights/leak in roof

* One employee on long term sick

OPEN SPACES 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|---------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Fishing stationary | - | - | - |
| 2. War Memorial & other bronzes | 2,500* | 2,500* | 2,500* |
| 3. Public clock | 270 | - | 270 |
| 4. Flower baskets | 2,800 | 2,800 | 3,500 |
| 5. Footpaths | - | - | - |
| 6. Bus Shelters | 600 | 600 | 600 |
| 7. Main Street Tree | - | - | - |
| 8. Clever Sid | 100 | - | 100 |
| Total | | | |
| | 6,270 | 5,900 | 6,970 |
| LESS | | | |
| 1. Fishing Permits | | | |
| 2. War Memorial | 65 | 20 | 65 |
| 3. Public Clock | - | - | - |
| 4. Flower baskets | - | - | - |
| 5. Footpaths | - | - | - |
| 6. Bus Shelters | - | - | - |
| 7. Income | - | - | - |
| 8. Clever Sid | - | - | - |
| Total Income | - | - | - |
| | 65 | 20 | 65 |
| ACTUAL NET COST | | | |
| | 6,205 | 5,880 | 6,905 |

*clean and re-sand sets around war memorial

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

MEMORIAL GARDENS

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|---------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Contract | 10,500 | 10,632 | 11,269 |
| 2. Play Area | 2,000 | 2,000 | 4,000* |
| 3. Miscellaneous tree works etc | 3,000 | 3,000 | 3,000 |
| | 15,500 | 15,632 | 18,269 |
| 1. Miscellaneous Income | - | 1,450 | - |
| | - | 1,450 | - |
| | | | |
| ACTUAL NET COST | 15,500 | 14,182 | 18,269 |

6% increase on contract price Tivoli
Playground ageing more maintenance required. Top platform on multi play will require
replacement next year

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

TWINNING

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Twinning – incoming | 6,500 | 6,500 | 20,000 |
| 2. Twinning – outgoing | 100 | 100 | 100 |
| 3. EPSF | 500 | 500 | 500 |
| | 7,100 | 7,100 | 20,600 |
| <u>INCOME</u> | | | |
| 1. Income | - | 300* | 20,000 |
| ACTUAL NET COST | 7,100 | 6,800 | 600 |
| | | | |

*fundraiser

40th anniversary. Trip to Marvejols in April. Marvejols coming here October 2023

October 24 trip to Marvejols -self funded cost based on 50 persons paying £400 each

EVENTS 2024/25

| Item of Expenditure | Estimated 2023/24 | Actual 2023/24 | Estimated 2024/25 |
|--------------------------------------|----------------------|-------------------|----------------------|
| 1. Fireworks | 6,000 | 6,000 | 6,500 |
| 2. Festival | 500 | 500 | 700 |
| 3. Carnival/fun day | 1,500* | 1,500* | 1,500* |
| 4. Food Festival | 4,167 | 4,167 | 4,167 |
| 5. Taste Christmas | 1,000 | 1,000 | 1,000 |
| 6. Remembrance Sunday | 1,000 | 1,000 | 1,000 |
| 7. 70 th anniv/Coronation | 1,000* | 1,000* | - |
| | 15,167 | 15,167 | 14,867 |
| LESS: Income – | | | |
| Fireworks | 220 | 220 | 220 |
| 70 th anniv/coronation | 500 | 50 | - |
| Carnival fun day | - | 770 | 500 |
| ACTUAL NET COST | 14,447 | 14,127 | 14,147 |

*I am assuming fun day is to be an annual event?

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

OTHER PROPERTIES

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual 2023/24 | Estimated Expenditure 2024/25 |
|------------------------------------|-------------------------------|----------------|-------------------------------|
| 1. Victoria Hall | 1,000 | 1,000 | 1,000 |
| 2. Tarn Close Sports Ground | - | - | - |
| 3. New Play Areas | 2,800 | 2,800 | 2,968* |
| | 3,800 | 3,800 | 3,968 |
| 1. Income Victoria Hall | 2,500 | 2,500 | 2,500 |
| 2. Income Tarn Close Sports Ground | 375* | 375* | 375* |
| 3. Income New play areas | | | |
| Total Income | 2,875 | 2,875 | 2,875 |
| ACTUAL NET COST | 925 | 925 | 1093 |

*if club house built CJFC rent will increase

*Tivoli contract prices increased 10% 23/24. Increased by 6% for next year

CHRISTMAS ILLUMINATIONS 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|----------------------|-------------------------------|----------------------------|-------------------------------|
| 1. Contract | 22,100* | 21,191 | 21,826 |
| 2. Cable/bulbs etc | 3,000 | 3,000 | 3,000 |
| 3. Electricity costs | 1,000 | 1,000 | 1,000 |
| 4. SWOD expenses | 4,000 | 4,000 | 6,000* |
| 5. Competitions | 150 | 150 | 150 |
| 6. CADS | 350 | 350 | 350 |
| 7. Tarn Close Depot | 4,833 | 4,833 | 5,122 |
| | 35,433 | 34,524 | 37,448 |
| LESS: Income – | | | |
| 1. Donations swod | 1,000 | 1,010 | 2,000 |
| ACTUAL COST | 34,433 | 33,514 | 35,448 |
| | | | |

Contract renewed for 4 years May 2023 assume 6% rpi + cpi Jan 24

Assumed 3% in 24/25

*increasing costs of road closure, use of proper stage

COCKERMOUTH TOWN COUNCIL
ESTIMATES 2024/25

TOWN HALL OFFICES/MAYOR'S PARLOUR ETC.

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Expenditure 2024/25 |
|---|-------------------------------------|----------------------------------|------------------------|
| 1. General Maintenance | 3,500 | 3,500 | 3,500 |
| 2. Refurb of furnishings | 1,000 | 1,000 | 1,000 |
| 3. Capital Improvement Schemes/ Ground Maintenance | 1,000 | 1,000 | 1,000 |
| 4. Rates | 12,500 | 12,500 | 13,750 |
| 5. Utilities | 10,000 | 10,000 | 13,000 |
| 6. Phone, net, franking | 1,500 | 1,500 | 1,500 |
| 7. Windows, bins, sanitary, fire | 610 | 610 | 610 |
| 8. Insurance | - | - | - |
| 9. Refreshments | 50 | 50 | 50 |
| 10. Cleaning products | 250 | 250 | 250 |
| 11. Weddings | 500 | 500 | 500 |
| 12. Cleaning | 4,000 | 3,000 | 3,500 |
| | 34,910 | 33,910 | 38,660 |
| | 34,910 | 33,910 | 38,660 |
| Income | | | |
| 1. Room Hire | 1,500 | 1,500 | 1,500 |
| 2. Rent Day Services | 14,161 | 14,161 | 14,161 |
| 3. Rent offices | 11,940 | 11,940 | 11,940 |
| 4. Wedding Hire | 7,000 | 7,000 | 7,000 |
| 5. Rent Allerdale | 1,000 | - | - |
| | 35,601 | 34,601 | 34,601 |
| TOTAL COST | 691CR | 691CR | 4,059 |

*Allerdale/CAB no longer wish to use downstairs office each Wednesday

*Gas/elec/ater prices hike

* reduced cleaning to 3 times per week/employed a cleaner

TOILETS 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|-------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| 1. Main Street | 8,000 | 8,000 | 8,000 |
| 2. Bitterbeck | 8,000 | 8,000 | 7,500 |
| 3. Memorial Gardens | 100 | 100 | 100 |
| 4. Harris Park | 500 | 500 | 500 |
| | 16,600 | 16,600 | 16,100 |
| 1. LESS income received | 3,500 | 3,500 | 3,500 |
| ACTUAL NET COST | 13,100 | 13,100 | 12,600 |

BUS SERVICE 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2022/23 | Estimated Expenditure 2024/25 |
|----------------------|-------------------------------------|----------------------------------|-------------------------------------|
| Bus Service Subsidy | 1,000 | - | 1,000* |
| LESS income received | - | - | - |
| ACTUAL NET COST | 1,000 | - | 1,000 |

Storey bus service contract - 5 years ends 4 February 2025

CCTV 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|--|----------------------------------|-------------------------------|----------------------------------|
| CCTV Installation – 1 off cost Maintenance/Licences Repair | 1,800 | 1,800 | 2,500 |
| , LESS grant received | 1,800 | 1,800 | 2,500 |
| ACTUAL NET COST | 1,800 | 1,800 | 2,500 |

GREEN ISSUES 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|---------------------|----------------------------------|-------------------------------|----------------------------------|
| Green Issues | 1,000 | 1,000 | 1,000 |
| LESS grant received | - | - | - |
| ACTUAL NET COST | 1,000 | 1,000 | 1,000 |

PROJECTS 2024/25

| Item of Expenditure | Estimated Expenditure 2023/24 | Actual Expenditure 2023/24 | Estimated Expenditure 2024/25 |
|------------------------|----------------------------------|-------------------------------|----------------------------------|
| None identified as yet | - | - | - |
| | - | - | - |
| LESS grant received | - | - | - |
| | - | - | - |
| | - | - | - |
| ACTUAL NET COST | | | |

Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 18 September 2023 17:30
To: Assistant - Cockermouth TC
Subject: Fwd: Update for households in the former Allerdale area, new café set to open, Carlisle Fireshow, and more...

Print off and put in basket for October agenda please

Can you also put the taste item and update about the sands centre in Carlisle on our social media

Sent from my iPhone

Begin forwarded message:

From: Cumberland Council <Cumberland@public.govdelivery.com>
Date: 15 September 2023 at 14:38:02 BST
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Update for households in the former Allerdale area, new café set to open, Carlisle Fireshow, and more...
Reply-To: Cumberland@public.govdelivery.com

[View as a webpage](#) / [Share](#)



Update for households in the former Allerdale area

There has been a small number of missed collections of refuse and garden waste this week.

Allerdale Waste Services ask that where possible, residents keep their bins out for collection. Additional vehicles and



crews are working to try and get back to all missed properties.

If bins have not been emptied by the end of the day on Saturday 16 September, residents should present their bins for collection on the next scheduled collection date.

Allerdale Waste Services will be resuming full garden waste collections from next week (week commencing 18 September) and will be reintroducing the collection of paper and cardboard week commencing Monday 25 September.

New café set to open

A new café, based within the tranquil surroundings of the Distington Walled Garden, will open on Tuesday 19 September.

Following an official opening at 11am, the café will be available to visitors from 12pm.

The café is set in the beautiful grounds of what was an old Victorian garden and over the last two years staff from Copeland Borough Council, now Cumberland Council's Parks and Open Spaces/Bereavement Service team, alongside Community Payback and volunteers have brought the garden back to life.



Through artisan fates and their volunteering Saturdays, held on the first Saturday of every month between 10am and 12pm, the garden and the opening of the new café has grown interest and support from residents.

Distington Walled Garden is owned by Cumberland Council.

The Victorian walled garden was formerly part of Distington Mansion, and is now filled with a lavender maze, yoga lawn, large greenhouses and tranquil seating areas.

The new café's opening hours will be 10am and 3pm, Tuesday to Friday (open from 12pm on Tuesday 19 September). The menu will include homemade scones, sandwiches, paninis, baked potatoes, quiche and a variety of cakes.

Arts, Culture and Heritage Discovery event

Are you interested in arts and culture? Would you like to volunteer your time and find out what jobs are available?

If so, make a visit to our Arts, Culture and Heritage Discovery event on Friday 22 September at Whitehaven United Reformed Church, James Street, Whitehaven, CA28 7HZ between 10am and 3pm.

Eighteen organisations including local museums, tourist attractions, theatres and arts agencies will be on hand to offer up the opportunities available within the Cumberland area. Come along and learn more about them, the opportunities they have, and how you can get involved.

The free event has been organised by the Copeland Skills and Enterprise Partnership, supported by Helping Hands and Rosehill.

Food and refreshments will be provided.

Community Panels

Our eight Community Panels are now up and running and we're asking residents to get involved with helping decide where investment should be directed.

Each panel is setting up a Community Network - a way for residents, businesses, the third sector and others to inform and influence the panels.

The networks are currently being launched, often with a family-friendly event that everyone can attend to give their views.

Follow us on social media to see when there's an event in your panel area.

You can also visit our Community Panel web pages <https://www.cumberland.gov.uk/your-council/community-panels> to:

- Find out when your local panel meets and who the members are.
- Fill in a survey to share your priorities.
- Find out how to apply for support for a community project.
- Sign up for the latest news from your Community Panel.

Cumberland Council statement - Sands Centre RAAC update

We provided this update earlier this week:

Cumberland Council spokesperson said:

"Following the decision to temporarily close the stand-alone events centre, part of The Sands in Carlisle, we have been discussing the impact of the closure on planned events.

"Shrek The Musical has been cancelled and whilst work is undertaken to assess the site by specialist structural engineers, a decision has been taken to postpone the three remaining events planned to take place within the main auditorium during September. We apologise for any inconvenience this may cause.

"GLL will make every effort to reschedule dates for the affected events. They will contact ticket holders with updates.

"The decision to temporarily close the events space is a precautionary step and does not impact on the day to day running of the main leisure centre. The new main Sands Centre building is unaffected, which includes the pools, gym, sports halls, café, bars and restaurant."

GLL spokesperson added:

"Once the time frames become clearer, we will update ticket holders as to the status of the future programme and we would like to reassure customers that their safety is paramount.

"There is no need for customers to contact the venue, and rest assured that we will be in touch to discuss options with ticket holders once we're able to do so.

"Thank you in advance for your patience and understanding as we work through the different considerations.

"Leisure events and activities planned for other parts of The Sands will go ahead. This includes in the sports hall, swimming pool and exercise areas."

Communities come together to improve estates

An amazing series of events brought communities together this summer.

Four Operation Respect community days were organised in Maryport and Workington by the Allerdale Local Focus Hub - a multi-agency group that tackles antisocial behaviour.

Dozens of community support organisations met residents and joined forces to offer litter picks, children's activities, healthy food, sport and a way to speak to the people who keep communities safe.

Read the story in full here: <https://www.cumberland.gov.uk/news/2023/working-together-better-communities>

Stay safe and alert with the latest news and updates from our Trading Standards Service

Protect yourself and others by following our trading standards [Facebook](#) and [Twitter](#) pages.

Find out about the latest scams in your area, product recalls, allergen alerts, safety information, test purchasing operations, and more. Our channels are packed with highlights of the pro-active work our team does to advise consumers and business, enforce the law, and protect our residents.

Last chance to sign up to our free event for private landlords and lettings agents!

Bookings close on Friday 15 September.

The event will take place on Thursday 21 September, from 10.30am until noon, at Carlisle Civic Centre.

The National Residential Landlords Association (NRLA) will be discussing:

- The end of no-fault evictions
- The new mandatory Ombudsman for landlords and tenants.

- The right to request a pet to keep at the property.
- A requirement for landlords to give two months' notice of rent changes.
- New requirements for current assured and shorthold tenancy periods.

Immigration specialists will discuss right to rent legislation. Cumbria Fire & Rescue Service will also provide updates on the new smoke and carbon monoxide alarm regulations.

Book your place at <https://www.nrla.org.uk/events/meetings/5755>

For more information visit <https://www.cumberland.gov.uk/.../free-event-private...>

Countdown to Taste Cumbria

The county's favourite food festival is back in Cockermouth on Saturday 23 and Sunday 24 September.

It promises to be an event packed with all sorts of entertainment, from a Supper Club and Cocktail Masterclass, to expert demonstrations and family fun, with crafty sessions, live music, walkabout street theatre and more.



Find out more

Carlisle Fireshow

This year's Carlisle Fireshow will celebrate Cumberland, the area and its communities.

The sparkling event is organised by Cumberland Council and will be held in Bitts Park on Saturday 4 November, starting at 6.30pm.

There will be centre piece bonfire and more than 2,000 spectacular sparkling fireworks, set to music, will also light up the sky.



Find out more

Countdown to Christmas!

With just over 100 days to Christmas and the countdown to the festive season underway, Cumberland Council has announced one of their sparkling events for the area.

The one and only Chesney Hawkes will headline this year's Carlisle Christmas Lights Switch-On.

The sparkling spectacular will be held between 3pm and 5.30pm on Sunday 19 November outside the Old Town Hall.

The international popstar will be joined by saxophonist Vicki Watson and the event will be hosted by family-favourite Robbie Dee.

The Christmas Lights Switch-On event will also be a showcase of local community groups and performers including Castle Carrock Primary School, Studio A Dance Company, Committed 2 Rock Community Choir and Newtown Primary School.

The star-studded Christmas Lights Switch-On is organised by Cumberland Council and will provide a packed family entertainment programme, to suit all ages.

The switch-on will take place at 5pm.

More festive events are planned in the Cumberland area including Christmas markets, lights switch-on events and much more.

Bowled over by support from local club

Cumberland Council's Workington day services based at Carlton Road have collaborated with a local bowling club to build local community connections for adults with learning disabilities supported through the service.

The regular sessions with Vulcan Park Bowling Club held throughout the summer have not only helped to develop physical and coordination skills but have also nurtured new and meaningful friendships between people that are supported by the service and the club members. One of the individuals has also been invited to join the team and certificates and medals were awarded during the friendly competitions held.

[Find out more](#)

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This service is provided to you at no charge by [Cumberland Council](#).

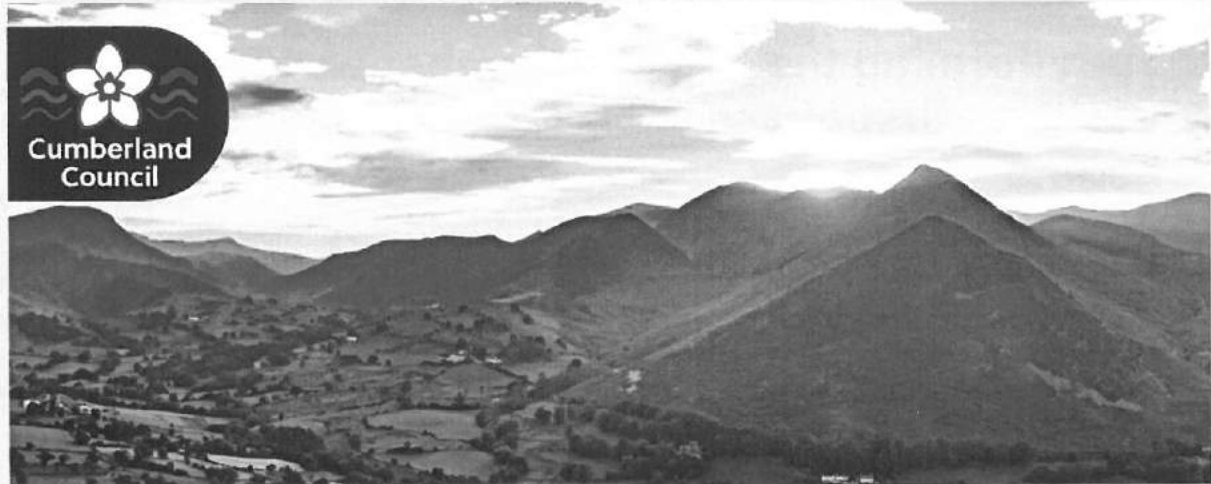
This email was sent to clerk@cockermouth.org using govDelivery Communications Cloud on behalf of: Cumberland Council
· Civic Centre, Rickergate, Carlisle CA3 8QG

GOVDELIVERY

Clerk - Cockermouth TC

From: Cumberland Council <Cumberland@public.govdelivery.com>
Sent: 24 September 2023 20:46
To: Clerk - Cockermouth TC
Subject: Roman heads on display in Carlisle, join our artisan fete, latest on waste collections in the former Allerdale area, work to start on the Carlton in Maryport and more...

[View as a webpage](#) / [Share](#)



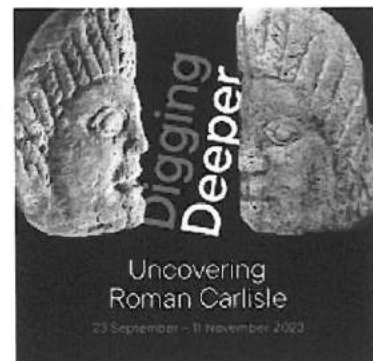
Digging Deeper: Uncovering Roman Carlisle

A new exhibition showcasing the recent internationally significant finds from Carlisle's Roman Bathhouse - including the two huge Roman heads - opened at Tullie in Carlisle this weekend.

Some of these "once in a lifetime" Roman finds, which include the two large, sculpted heads, a selection of intaglios (delicately carved gems), a stone dolphin carving, hypocaust tiles and vaulting tubes, were unearthed in May 2023.

The archaeological dig, which captured international media attention, was part of the ongoing Uncovering Roman Carlisle project, a community excavation of a Roman Bathhouse on the site of Carlisle Cricket Club.

The Digging Deeper: Uncovering Roman Carlisle, exhibition will be the first time these items will be on display to the public since their discovery, after lying hidden in the ground for over 1,800 years. More on the exhibition is here: [Digging Deeper: Uncovering Roman Carlisle - Tullie - Museum & Art Gallery](#) but do also check out the preview video.



[Watch video](#)



Transforming the Carlton - first phase begins

The first phase of the transformation of Maryport's historic Carlton Cinema building is about to begin.

A temporary road closure will be put in place outside the building in the heart of the town from Monday 25 September.

This is to allow the demolition of an adjoining derelict building, the former Ogni's Café, at 28 Senhouse Street.

The £3 million project is being managed by Cumberland Council.

[Read more](#)



Cumberland Council's £800,000 investment unveiled

We announced a substantial investment of £800,000 for development works at Mayfield School at St Joseph's Campus this week.

This significant investment has resulted in the creation of new sixth form facilities, enabling an increase in student capacity from 197 to 230.

The newly established sixth form facilities are situated separately from the existing school and are now hosted at the site that was St Joseph's Roman Catholic Primary School in Cockermouth.

[Read more](#)

Cumberland Council's spectacular artisan fete returns for another extravaganza!

We are excited to announce another free fete at the Distington Walled Garden on Saturday 30 September.

Following the success of the Cumberland Council fetes held in April and July, the council is eager to continue showcasing the talents of local artisans and vendors. They have planned another Artisan Fete which will be held between 10am and 4pm.

The event will include a variety of local businesses showcasing their crafts at an outdoor market. Visitors can expect to find a diverse array of handmade items, ranging from woodcarving and leather goods to soft furnishings and candles.

[Read more](#)

Cumbria Business Expo 2023 in Carlisle

A Cumbria Business Expo 2023, held at Carlisle Racecourse this week, has been hailed a success by the event sponsor Cumberland Council.

The Business Expo was Shout Expo's fourth annual B2B exhibition in the North West and was first time the event had been held in Cumbria. Shout Expo already organise and deliver large, annual B2B exhibitions in Lancashire, Greater Manchester and Liverpool.

The inaugural Cumbria Business Expo was the largest B2B exhibition in the region, with almost 100 exhibitors and 1,000 visitors in attendance. With extensive social media coverage before, during and after the event, and highly competitive partnership and exhibitor packages available, Cumbria Business Expo offered businesses unlimited opportunities for new leads and brand promotion.

[Read more](#)

Latest on the closure of the Sands Centre events area

Many of you will recall we had to close the events area at the Sands Centre in Carlisle recently due to the presence of Reinforced Autoclaved Aerated Concrete (RAAC) in the building's structure. The new swimming pool and leisure side of the Sands is unaffected and remains open as normal.

Following the recent change in government guidance on the use of RAAC in buildings, a detailed assessment of The Sands' events space is continuing.

RAAC concrete has been identified in the roof of the events centre and action needs to be taken by the council to ensure the safe use of the auditorium.

Specialist structural engineers, working on behalf of the council, are looking at the potential long-term solutions as well as what mitigating steps could be taken to allow the space to continue hosting events for a temporary period.

We will provide updates as soon as they are available.

As the assessments are ongoing, we have advised GLL that the events centre needs to remain closed. GLL will postpone events in October. These are in addition the postponements already put in place for events in September. We apologise for any inconvenience this may cause however safety is at the heart of any decision we make.

GLL will make every effort to reschedule dates for the affected events. They will contact ticket holders with updates.

The decision to temporarily close the events space is a precautionary step and does not impact on the day to day running of the main leisure centre. The new main Sands Centre building is unaffected, which includes the pools, gym, sports halls, café, bars and restaurant.

GLL spokesperson added:

"At the request of Cumberland Council, we are postponing all events in October. Once the time frames become clearer, we will be able to update ticket holders as to the status of the future events programme.

"At this time, there is no need for customers to contact the box office, and rest assured that we will be in touch to discuss options with ticket holders once we're able to do so."

...and an update on closure of pavements in Devonshire Street, Carlisle

Earlier in the week we took the decision to close parts of the footway in Devonshire Street in Carlisle following concerns about safety. On Friday we were able to issue some more positive news:

"After conducting additional evaluations and reinforcing the basements of some properties along Devonshire Street, we are pleased to announce that we can now reopen the pathways for pedestrian access.

Please note that we will maintain barriers over the light wells in front of John Taylor, Thin White Duke, Nationwide, Pizza Express and Scott Duff and Co. We kindly request that people refrain from removing these barriers, as they have been installed to ensure pedestrian safety.

We extend our thanks to all businesses and the public for their ongoing cooperation and understanding.

Cumberland Council is committed to working closely with the affected businesses, their occupiers, and will continue conversations with businesses next week. We extend our thanks to them and the public for their cooperation and understanding during this temporary inconvenience.

The Carlisle Place Project for Devonshire Street will continue next week, with the trial excavations resuming."

Taste Cumbria

A big thank you to everyone who joined us this weekend in Cockermouth for the latest Taste Cumbria food festival. Unfortunately, we had to cut the event short due to the poor weather on Sunday.

Therefore it was great to see so many people out on the streets of Cockermouth enjoying the festival on Saturday - so much so many of the stalls sold out!



[More on Taste Cumbria can be found online.](#)

Picture credit: Tom Kay Photographic

Update on waste collections for households in the former Allerdale area

There has been a small number of missed collections of refuse and recycling this week.

Therefore, Allerdale Waste Services asked that where possible, residents kept their bins out for collection. Additional vehicles and crews were working hard to try and get back to all missed properties.

However if bins have not been emptied by the end of the day on Saturday 23 September, residents should present their bins for collection on the next scheduled collection date.

Allerdale Waste Services resumed full garden waste collections this week and will be reintroducing the collection of paper and cardboard week commencing Monday 25 September.

Residents can check their [waste collection calendar online](#).

Free Active Start training for early years educators

Early years educators are being invited to attend free Active Start training sessions.

Active Start is a programme managed by Active Cumbria which brings the Early Years Foundation Stage curriculum to life through physical activity and active play.

Sessions include practical activities which teach new skills to incorporate active play and movement into daily lessons.

[New Active Start course dates out now - Active Cumbria](#)

Join Team Cumberland

There are over 50 jobs currently on offer at Cumberland Council. Why not join our team.

[Jobs website](#)

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.

This service is provided to you at no charge by [Cumberland Council](#).

From: Cumberland Council <Cumberland@public.govdelivery.com>
Sent: 01 October 2023 20:06
To: Clerk - Cockermouth TC
Subject: Green Libraries Week, become a foster carer, join Stoptober, have your say on your area and more...

[View as a webpage](#) / [Share](#)



Cumberland Libraries embrace sustainability for Green Libraries Week 2023

Cumberland Libraries are excited to announce their plans for Green Libraries Week 2023; a nationwide celebration of sustainable practices, environmental awareness, and community engagement.

**Go Green at the library
this Libraries Week!**

02-08 October 2023



From 2 October 2023 to 8 October 2023 Cumberland Libraries will host a dynamic line-up of activities and events aimed at promoting eco-consciousness while bringing the community together.

Green Libraries Week is a national event that underscores libraries' commitment to environmental stewardship, promoting green initiatives, and inspiring individuals to embrace sustainable lifestyles.

[Read more](#)



Cumberland Sports exhibition

An interactive showcase of Cumberland sports opened at The Beacon Museum, Whitehaven this weekend.

Hosted within the Light and Dark gallery, the Cumberland Sports exhibition will provide a fascinating insight into the area's sporting clubs, from Cumberland wrestling to traditional hound trailing.

[Read more](#)



Taste Cumbria was a huge success

The weather may have cut the Taste Cumbria in Cockermouth short but there was no shortage of fun and food last weekend – and it even attracted one of the UK's favourite actors.

Dr Who star David Tennant and his actress wife Georgia were spotted enjoying the entertainment and browsing the stalls on a family day out.

[Read more](#)

Could you be a foster carer?

A powerful new film created in collaboration with more than 80 other local authority fostering services, to encourage people to sign up to become foster carers.

The film, Any of Us, highlights the fact that people from all walks of life and backgrounds have the potential to foster.

[Watch now](#)

Find out more about fostering?

As part of a countywide campaign to celebrate the launch of the new film Cumbria Fostering is running a series of information events across the county, offering people the chance to speak to their friendly team and foster carers about fostering.

Find out more at an upcoming event in your area:

- Tuesday 3 October - Fostering information drop in at Barrow Costa, Hindpool Retail Park (next to Subway) from 12pm to 1pm
- Friday 6 October - Fostering information drop in at Workington Costa, Steelman's Walk from 12pm to 1pm
- Thursday 12 October - Fostering information event at the Sandgate Room, Penrith Methodist Church, Wordsworth Street, Penrith, from 6.30pm to 8.30pm
- Friday 20 October - Fostering information stand in the Central Square at The Lanes Shopping Centre in Carlisle, from 12pm to 2pm
- Saturday 21 October - Fostering information stand at Barrow AFC fan zone at the Holker Street Stadium in Barrow from 3pm
- Saturday 28 October - Fostering information stand at the Winter Droving in Penrith town centre from 11am onwards.



Wherever you are on your fostering journey we'd love you to join us! For more information on fostering please call 0300 013 2065 or visit cumbriafostering.org.uk

Community Networks seek your views

Our local Community Networks are getting up and running, and they want your views.

What issues need to be addressed in your neighbourhood, and how should investment be directed? Each of our eight areas has an online questionnaire you can fill in.

This will help each Community Panel identify local priorities and create a Neighbourhood Investment Plan to address them.

The questionnaires can be found on our Community Panel web pages: <https://www.cumberland.gov.uk/your-council/community-panels>. Just choose your area and visit its home page.

There will also be events and other ways you can get involved in your Community Network. Keep an eye on our social media channels, or sign up to the Community Panel newsletter for your area, accessible from the link above.



**Cumberland
Community Panels**

Cumberland Council sign Armed Forces Covenant

We have demonstrated our continuing commitment to the Armed Forces Community, this week, by signing the National Armed Forces Covenant.



The Armed Forces Covenant is a promise by the nation. It ensures that those who serve or who have served in the Armed Forces, and their families, are treated fairly and will not be disadvantaged in accessing public services by their military service.

[Read more](#)



Stoptober starts today

Encouraging people to stop smoking is a key ambition of ours. Therefore, we're supporting the national Stoptober campaign.

If you do smoke, and thinking about quitting, there is plenty of support on the NHS website. Evidence suggests, if you can quit for the month, then you are five times more likely to continue to stop smoking for good.

[Read more](#)

Get ready for winter

Flu and COVID-19 spread more easily in winter and can cause you serious illness. Come forward for your flu and COVID-19 vaccinations when invited. Vaccination is the best way to protect yourself, those around you and the NHS.

[Read more](#)

Planning applications for regeneration projects in Millom and Cleator Moor

Our Town Deal plans for Millom have progressed recently with the submission of planning applications for to transform a former bank into a new arts and enterprise centre, and a new welcome building, walkways and art installations as part of a project to sensitively transform a popular nature reserve. More can be found on the Millom Town Deal website: [Home - Millom Town Deal](#)

And the Cleator Moor Town Deal team has submitted a planning application for a new public services and cultural community hub which would be created by refurbishing and reconfiguring Cleator Moor Library and the old Council Offices on the Market Square together with work to the external public realm. Check out the Town Deal website for more information: [Planning application submitted for Cleator Moor community hub - Cleator Moor \(cleatormoortowndea.org.uk\)](#)

Latest on waste collections in the former Allerdale area

There have been a small number of missed collections of garden waste and recycling this week.

Allerdale Waste Services asked residents to keep their bins out for collection, as additional vehicles and crews have been out working to try and get back to all the missed properties.

If bins have not been emptied by the end of the day yesterday (Saturday 30 September), residents are asked to present their bins for collection on the next scheduled collection date.

Allerdale Waste Services has now resumed all collections.

[Check bin day](#)

We're working hard to control escalating costs

Like many councils up and down the country, Cumberland Council is working hard to control escalating costs in services such as Adult and Children's care, whilst simultaneously managing the transition to the new unitary authority. In the Council's finance report for quarter one, it acknowledges the scale of the financial challenges ahead.

In papers published this week, ahead of the Council's Executive meeting on 3 October, Cumberland Council outlines its financial situation as "challenging," echoing the concerns shared by many councils struggling with unsustainable budgets and growing demand on services.

[Read more](#)

Nominations for the Cumbria Sports Awards 2023 are open!

Organised by Active Cumbria, the awards recognise the talents, commitment and successes of teams and individuals throughout the county who are involved in sport and

physical activity. And, the dedication and commitment of the huge numbers of volunteers, coaches, and others behind the scenes who help make sport and physical activity happen.

Do you know someone that deserves to be celebrated?

[Find out more](#)

Update on the Allerdale Geological Disposal Facility

Nuclear Waste Services (NWS) has been engaging with the Allerdale community about the potential for hosting a Geological Disposal Facility (GDF) to dispose of the UK's most radioactive waste.

As part of this process NWS obtained existing data and undertook assessments to understand if six siting factors, safety and security, community, environment, engineering feasibility, transport, and value for money, could be supported if a GDF were sited in Allerdale.

Following a comprehensive and robust evaluation of information it was concluded only a limited volume of suitable rock was identifiable and the geology in the area was unlikely to support a post closure safety case. NWS has therefore taken the decision not to take Allerdale further in the search for a suitable site to host a GDF.

Initial assessments of existing data and information for the other three communities in the siting process have indicated potentially suitable geology, which is why NWS is continuing in the siting process with those communities.

Reacting to the news Cllr Mark Fryer, Leader of Cumberland Council said:

"Talks of a GDF site here in Cumberland have been ongoing for more than ten years with differing views and opinions from many. I'm pleased that we finally have a resolution to part of the plans for where the waste will be stored and we know where we stand in terms of it not being in Allerdale.

"I've always been open to the process and we represent our community on the partnership for the proposed Copeland sites. Ultimately, NWS need to find a plan for this waste and where it can be safely stored, whether that be in Cumberland or elsewhere. I await with interest further news on their plans."

[Find out more](#)

Join Team Cumberland

There are a number of exciting job opportunities available at the moment, so why not take a look and join our team

[Jobs site](#)

Assistant - Cockermouth TC

From: Clerk - Cockermouth TC
Sent: 09 October 2023 16:00
To: Assistant - Cockermouth TC
Subject: Fwd: Focus on fostering, bridge closure in Cockermouth, volunteering opportunities, regeneration news, fingerpost restoration, and much more...

Print out and put in on my desk for the agenda please

Sent from my iPhone

Begin forwarded message:

From: Cumberland Council <Cumberland@public.govdelivery.com>
Date: 8 October 2023 at 20:47:11 BST
To: Clerk - Cockermouth TC <clerk@cockermouth.org>
Subject: Focus on fostering, bridge closure in Cockermouth, volunteering opportunities, regeneration news, fingerpost restoration, and much more...
Reply-To: Cumberland@public.govdelivery.com

[View as a webpage](#) / [Share](#)



Find out about fostering at Carlisle information event

As part of its ongoing campaign to recruit more foster carers for children across the county, Cumbria Fostering is holding an information stand in Carlisle later this month.

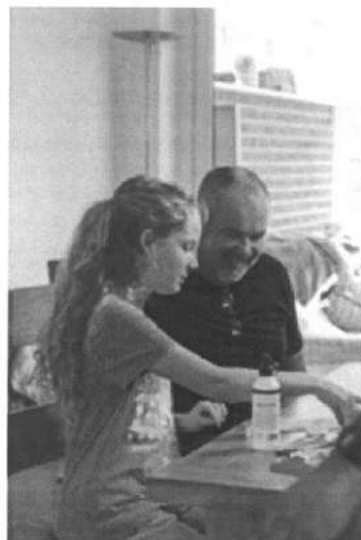
Our campaign includes the release of a powerful new film 'Any of Us', which aims to show that foster carers come from all walks of life and could potentially foster

Despite already supporting a community of 275 foster carers across the county, with more than 725 children in care, Cumbria Fostering, which works on behalf of Cumberland Council and Westmorland & Furness Council, urgently needs more local people to come forward as foster carers to prevent vulnerable children being placed with families away from their local area or separated from siblings.

In order to foster for us you must be over 21, have at least one spare room and the time and commitment to support and nurture a child. In return we offer an excellent package of training support and allowances for each child you foster.

You can speak to our friendly team and foster carers at our stand on Friday 20 October in the Central Square at The Lanes Shopping Centre in Carlisle, from 12pm to 2pm.

Or visit our website or speak to us on 0300 013 2065



Find out more



Make a difference: join Cumberland Council volunteers!

Cumberland Council's Community Transport Service is seeking new faces to join the council's voluntary social car schemes.

The Community Transport service has a team of over 100 volunteer drivers and co-ordinators providing around 17 voluntary social car schemes throughout the Cumberland patch, providing journeys



Looking for a volunteering opportunity in a brand new café?

We are looking for volunteers who would like to help out in the Distington Walled Garden Café between 10am - 3pm every Tuesday-Friday.

Volunteers will be welcomed into a warm and friendly environment and will work alongside our excellent team.