

Cockermouth Town Council

10 June 2020

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held virtually using Microsoft teams on **Wednesday 17 June 2020 at 7.00 pm** for the purpose of the under-mentioned business.

Please let me know if you are unable to attend.

All welcome.

Yours sincerely



Sheila Brown

1. **Apologies for absence**
2. **To authorise the Mayor to sign as a correct record the minutes of the last meeting held on 21 May 2020 (pages 1-4)**
3. **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.
4. **Mayors Announcements** – The Mayor will announce the events she has attended since the last meeting.
5. **Police Report** – To receive a report from Cumbria Constabulary
6. **Public Participation**
 - a) To answer any questions from members of the public in accordance with the Summary of Public Rights
 - b) To receive a petition from a member of the public in accordance with the Summary of Public Rights
7. **Planning Matters**
 - a) To make recommendations upon various planning applications (**page 5**)
 - b) To make recommendation upon proposed tree works at The Fitz (**pages 6-12**)
8. **Financial Matters**
 - a) To agree the attached schedule of payments (**page 13**)



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Cumbria CA13 9NP

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Town Clerk
Sheila Brown



Joint Winners
Council of Europe Year 2000
Europe Prize

Previous Awards
Plaque of Honour, Flag of Honour
European Diploma



Twin Town
Marvejols, France



A Fairtrade Town

9. Correspondence

- a) To note/comment upon the release of Emergency Active Travel Funding **(pages 14-15)**
- b) To note/comment upon a proposed change to the letting criteria for allotments **(page 16)**

10. Clerks Report (page 17)

Press and Public Welcome

Minutes of a Meeting of Cockermouth Town Council held virtually on Thursday 21 May 2020 at 7.00pm

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

Also Present: A member of the press

1 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last meeting held on 15 April 2020.

2 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last special planning meeting held on 7 May 2020.

3 Declaration of Interest

None declared.

4 Mayor's Announcements

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

- Laying of a wreath at Cenotaph for VE Day

5 Police Report

There was no Police representative present at the meeting.

6 Public Participation

There was no public participation

7 Planning Applications

There were none.

8 Schedule of Payments

Resolved – That the schedule of payments in the sum of £15,938.91 be formally approved for payment.

9 Audit Commission Return for the Year ended 2020

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

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

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

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

e) That it be noted that the Clerk/RFO will send the documentation required the external auditor as soon as practicable prior to the 30 June 2020.

10 Internal Auditors Report

Agreed – That the contents of the year end report by our internal auditor be Noted. There were no matters arising.

11 Correspondence

11a Calc Circular

Agreed – That the content of the April/May 2020 Calc circular be noted.

11b Reply from Police and Crime Commissioner

Further to minute number 184 (2020/21) the Police and Crime Commissioner advised that the Constabulary now publishes a monthly newsletter which details issues within our community and advises of officer engagement in our local area.

Inspector Gale has requested that if we wish for an officer to attend future

meetings, we need to contact her of PCSO Clare Parker directly.

Those present agreed that the content of the new monthly newsletter was meaningless.

Recommended – That the Town Clerk contacts CALC to gauge the views of the other 59 parishes in Cumbria regarding the contents of the new monthly newsletter and the findings be presented to the PCC.

12 Clerk's Report

Agreed – That the content of the report be noted.

13 Memorial Seat

Councillor Burns asked remaining members of Cockermouth Town Council if they were willing to fund a memorial seat in memory of Kevin Twigg.

Resolved – That the request be granted.

14 Measures to help with social distancing and re-locating road space to pedestrians and cyclists

Cumbria County Council are currently reviewing various measures around the County to help with social distancing and the re-location of road space to pedestrians and cyclists. Ideas were being collated for consideration.

Recommended – a) That the temporary widening of the pavement from the Co-op to just past Firms on Station Street be considered subject to adequate parking being provided for deliveries to shops.

b) That a temporary pavement along whole of South Street be considered.

c) That the placement of 2m markers be placed along footways in the town be considered.

d) That users of Station Street and South Street only be allowed to travel in one direction e.g. upwards on one side and downwards on the other side of the street to facilitate social distancing.

15 Sewage Running into Strawberry Beck

Councillor Watson expressed his concern that raw sewage was being discharged in Strawberry Beck.

The matter had been reported to the relevant authority.

Agreed – That it be noted that Allerdale Borough Council were investigating the Issue and tracking the sewage back to source.

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

15 Rent Free Period

Resolved – (a) That the U3A be given a 3 month rent free period due to hardship caused by the coronavirus.

The meeting closed at 19.53 pm

This application was circulated to members due to time constraints:-

LBC/2020/0016

LBC for internal alterations and improvements to rear porch

Kirkgate House

Recommended - Approval

Our Ref: WTPO/2020/0013

This matter is being dealt with by: Kerry McCartney

Direct Line: 01900 01900 702743

Email: planning@allerdale.gov.uk



02/06/2020

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

Dear Sir/Madam

Notification on works to Tree Preservation Order trees –

Applicant: Mr Robert Slack
Proposal: Proposed works to T34 and T35
Site: The Fitz Low Road Cockermouth

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

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

Could you please mark any correspondence for the attention of Kerry McCartney and could you please quote the reference number **WTPO/2020/0013**.

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

Yours faithfully

Kerry McCartney

Kerry McCartney
Planning Officer



Allerdale - a great place
to live, work and visit

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



0303 131702

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

Town and Country Planning Act 1990

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

Publication of applications on planning authority websites

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

Please complete using block capitals and black ink.

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

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

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

3. Trees Location

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

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

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

Description:

4. Trees Ownership

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

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

5. What Are You Applying For?

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

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

6. Tree Preservation Order Details

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

217 (2004)

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

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

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

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

The location of the trees are identified on the map attached as T34 & T35.

Due to the proximity of these trees to the adjacent property on Parklands we would like to reduce these trees by

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

2.5-3m,

T35 we would like to reduce the canopy overhang back to in line with the boundary hedge.

T34 - we would like to crown lift two main lowest limbs & one secondary branch, this will give the small oak adjacent more light & space to grow.

8. Trees - Additional Information

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

For all trees

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

For works to trees covered by a TPO

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

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

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

Subsidence

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

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

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

Documents and plans (for any tree)

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

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

map of tree location & pictures of proposed reduction & pruning

9. Authority Employee / Member

With respect to the Authority, I am:

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

Do any of these statements apply to you?

Yes

No

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

10. Application For Tree Works - Checklist

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

Sketch Plan

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

For all trees

(see Question 7)

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

For works to trees protected by a TPO

(see Question 7)

Have you:

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

11. Declaration - Trees

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

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

29/05/2020

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

12. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

13. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

07595050824

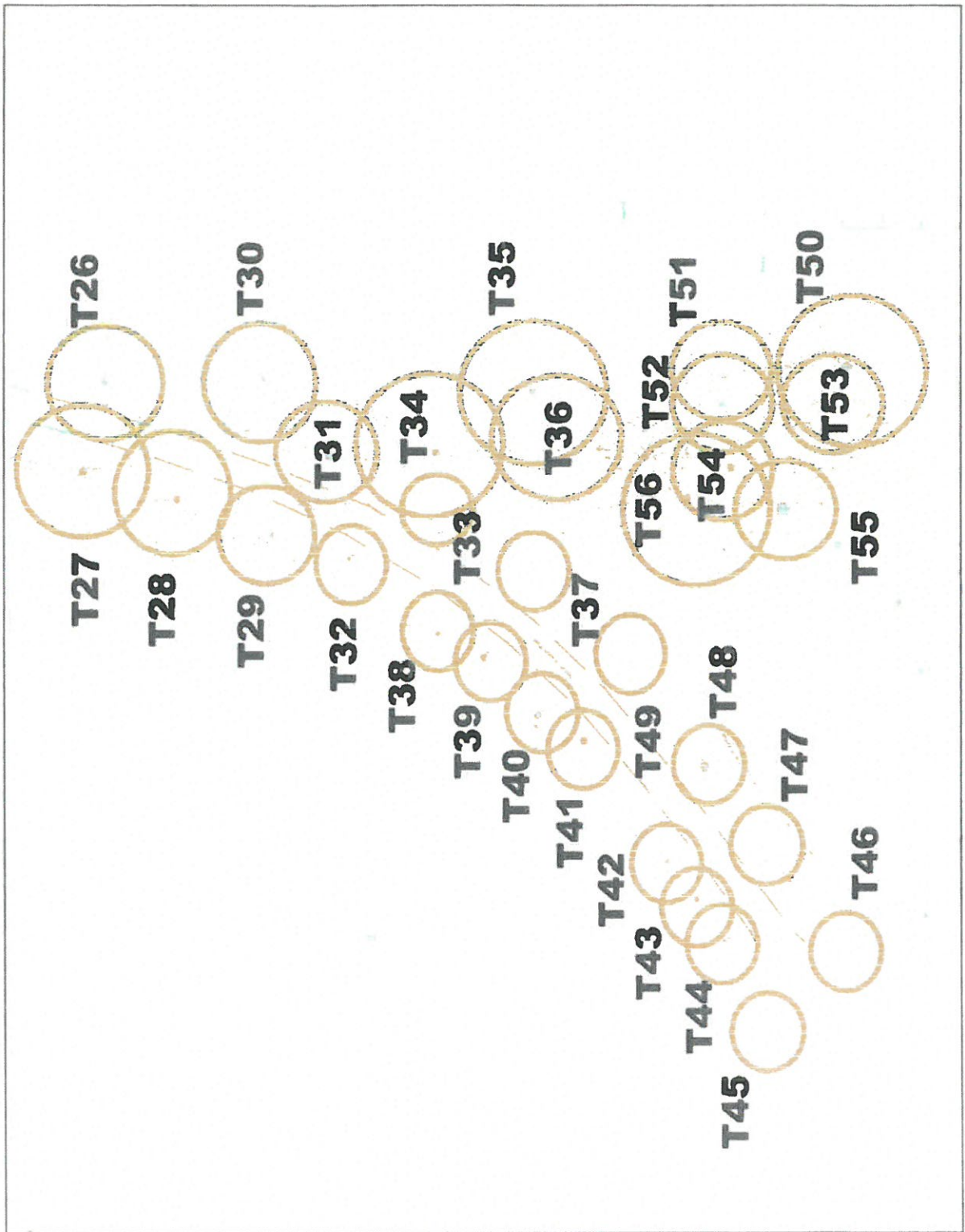
Country code: Fax number (optional):

Email address (optional):

MATT.JONES@TheCareOfTrees.co.uk

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

Drive and Triangular Wooded Area

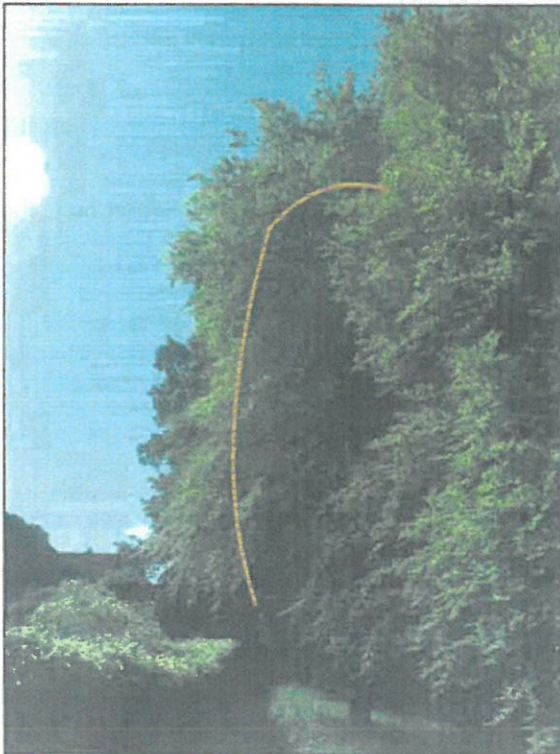


T35
for TPO App



T34
for TPO
App

~~Beeches~~ Beeches recommended reductions



~~Reduction~~ Reduction on the east side of the tree
↑ looking from the north

T35



~~Remove~~ Remove of these branches as initially
T34 proposed by Julian

Cockermouth Town Council

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

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
56	112543	£17.00	£0.00	£17.00	01/06/20	CALC - subscription - local council review 20/21	£17.00
57	112544	£119.39	£19.90	£99.49	01/06/20	Quadjent Uk Ltd - frank machine ink	£119.39
58	112545	£65.00	£0.00	£65.00	01/06/20	Simon Hine Window Cleaning Services - clean and santise map machine	£65.00
59	112547	£153.60	£0.00	£153.60	01/06/20	Allerdale Borough Council - trade refuse	£153.60
1		£76.80	£0.00	£76.80		TH TH	
2		£76.80	£0.00	£76.80		TIC TIC / library	
60	112548	£2,200.00	£0.00	£2,200.00	01/06/20	Julie Laidlow - Mayors Allowance - 20/21	£2,200.00
61	112551	£12.00	£2.00	£10.00	01/06/20	Tech 4 Office Equipment Ltd - Printer - WFH KG	£12.00
62	112552	£172.64	£32.80	£139.84	01/06/20	Viking - c;leaning / paper (viking destroyed prev chqs)	£172.64
1		£52.00	£8.67	£43.33		EST A4 paper	
2		£120.64	£24.13	£96.51		TH cleaning	
63	112553	£2,199.42	£366.57	£1,832.85	01/06/20	Tivoli Services Ltd - Ground Maintenance- May inv 000171138	£2,199.42
1		£1,839.42	£306.57	£1,532.85		MG mem gardens	
2		£360.00	£60.00	£300.00		OP 4 play areas	
68	112555	£5,736.00	£956.00	£4,780.00	08/06/20	John Elliott - Repair wall TH car park	£5,736.00
Total		£10,675.05	£1,377.27	£9,297.78			

Signature _____

Signature _____

Date _____

From: Shaw, Lizzy A <Lizzy.Shaw@cumbria.gov.uk>

Sent: 04 June 2020 12:35

Subject: Emergency Active Travel Fund Update

Good afternoon

The Department for Transport (DfT) have announced the allocation of funding for Cumbria as part of their £225m Emergency Active Travel Fund.

They will release the funding in two phases; the first tranche of £45 million will be released as soon as possible and can be used to install segregated cycle lanes, widening pavements and other pop up measures, the second tranche will be released later in the summer to be used to install further, more permanent measures to cement cycling and walking habits.

The main purpose of the initial funding is to promote cycling and walking as a replacement for journeys previously made by public transport. Their funding is therefore weighted towards areas which until the crisis had high levels of public transport use, especially for short and local journeys.

Cumbria County Council received confirmation last week that £233,000 has been allocated as part of the first tranche. However, a regional press notice from the DfT later confirmed that combined indicative allocation for Cumbria of both tranche one and two of the Fund is £1,167,000. This means that Cumbria could receive a further £934,000 as part of the second tranche later in the summer. Please note that for both phases, receiving the grant will be dependent on a convincing case being made to the DfT.

In anticipation of the announcement from the DfT, we have been working for a number of weeks on identifying potential schemes in each of our six districts. We have prioritised the schemes which could be delivered within this first phase of funding that will achieve the greatest impact. These will be submitted to the DfT for their approval on Friday.

In Allerdale we are seeking funding for the following:

Workington

Creating a number of bike boxes on approach to traffic lights/cross roads at:

- Washington Street Lights
- Harrington Road/Annie Pit Road
- Oxford Street Light

Central Way (Workington Underpass) - Provide separate cycleway facility by way of barriers which allows easy two-way link between Northside and Workington.

Stainburn Road - Formal cycle lanes on both sides of carriageway by way of road markings.

Cockermouth

Market Place - Close off Market Place to through traffic, allowing more open space for pedestrians and cyclists with the use of planters.

Station Street - Provide separate cycleway facility by way of barriers and temporary extension of footway width to help social distancing.

Creating a number of bike boxes on approach to traffic lights/cross roads at:

- Lorton St junction and Gallowbarrow

Maryport

Creating a number of bike boxes on approach to traffic lights/cross roads at:

- Netherhall Corner

Keswick

Creating a number of bike boxes on approach to traffic lights/cross roads at:

- Main Street
- Penrith Road

Thirlmere Dam Road, Thirlmere, Keswick - Create Shared Pedestrian & Cycle Footpath (restrict vehicles).

Western Road at Derwentwater - Create quiet road with priority give way at either end.

I will write to you again once we hear back from the DfT, however if you have any questions or queries please contact mark.brierley@cumbria.gov.uk

Stay safe and well

Lizzy

Please be aware that I work flexible hours, so whilst this is a convenient time for me to send this email to you – I do not expect a response from you outside your normal working hours.

Lizzy Shaw

Area Manager (Allerdale) | Community Services Team | Corporate, Customer and Community Services
| Cumbria County Council | West Cumbria House| Jubilee Road | Workington | Cumbria | CA14 4HB

E: lizzy.shaw@cumbria.gov.uk

M: 07825 103575

40 Derwent Mills

Cockermouth CA13 0HG

dalesfern@hotmail.co.uk

01900 268043

07966257508

April 7 2020

Dear Councillors

COCKERMOUTH ALLOTMENTS

I write to ask you to consider the criteria for the allocation of allotments.

On April 6 I phoned Cockermouth Town Council to register my interest in renting an allotment. I was informed that there is a waiting list for the Gote Road allotments of 33 and that it is likely that I will not be invited to rent an allotment for 'three to four years.' The only criteria used in the allocation of allotments is a requirement to live within the CTC boundaries.

Please could the Council consider whether the criteria should include those who have no garden of their own. Perhaps it would be possible to reserve one or two plots (perhaps divided into 2 or 3 parts) for applicants in this category.

I look forward to your responses.

Yours sincerely

Clare Brown

CLERK'S REPORT

Tourism and Publicity

Visitor numbers for May – TIC closed

The library/tic closed on 18 March 2020. Awaiting Government advice on re-opening.

Library

New bench seating will be delivered on 11 June 2020.

Town Hall

The exterior grounds of the Town Hall have been given a good clean up. The boundary wall in the car park has been repaired. Ivy sprayed.

Public Toilets

These were closed on 24 March 2020. Awaiting further Government Advice.

Play Areas

These were closed on 24 March 2020. Awaiting further Government Advice.

Cows have badly damaged Isel Road Play area, I am looking into what can be done to rectify the issue.

The climbing frame on Memorial Gardens Play area has been re-painted.

Twinning

The 37th Anniversary Visit has been postponed until 2021 due to coronavirus.

Allotments

Rents have been collected.

What do you want to do about judging/awards evening this year given the current situation?
Please advise.

Cancellations due to the Corona Virus

Awaiting Government guidance as to when weddings will go ahead.

The planning inquiry Strawberry How has been cancelled.