

Ainstable Parish Council

Serving the villages of Ainstable, Croglin, Newbiggin, and Ruckcroft,
the communities of Dale and Longdales, and the surrounding farms and houses

Chairman: Nigel Vear,

Tel (01768) 896360 - chairman@ainstable.org.uk

You are hereby summoned to attend the ordinary bi-monthly meeting of
Ainstable Parish Council
to be held at Croglin Village Hall at 7:30pm on Tuesday 20th July 2021.

Ainstable Parish Council Agenda

1. Open Meeting - for discussion of matters of general parish concern (10 mins).

Parish Council Meeting

2. To receive apologies for absence.
3. To receive members' declarations of interests:

Receive any declarations of interest of any disclosable pecuniary or other registrable interests relating to any items on the agenda for this meeting. Members are reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when an item or issue is considered.

4. To consider accepting the minutes of the Ordinary Meeting held on Tues 4th May 2021 as a true record.
5. To receive updates on current projects and issues:
 - 5.1. Newbiggin defibrillator
 - 5.2. Solar lighting
 - 5.3. Signposts project funding
 - 5.4. Broomrigg Plantation
6. To note any reports from County Councillor Driver and ask questions.
7. To note any reports from District Councillor Robinson and ask questions.
8. To receive reports from attendance at outside bodies:
 - 8.1. Croglin Educational Trust – Cllr Robinson
 - 8.2. CALC Climate Change Course - Clerk
 - 8.3. EALC Partial Review of Local Plan - Clerk
 - 8.4. SLCC Virtual Training Seminar - Clerk
9. To discuss broadband in the parish.
10. To discuss any Highways matters arising, and consider actions:

Residents are encouraged to report common issues such as potholes, blocked gullies and standing water, or problems with pavements, via the Cumbria Highways HIAMS portal: <https://bit.ly/3xMUl4U>

 - 10.1. To note the introduction of the new HIAMS service.
 - 10.2. To discuss the mowing of grass verges.

- 10.3. Any other Highways issues arising.
11. To note a report regarding dog fouling – APPENDIX 1
12. To discuss participation in the Queen’s Platinum Jubilee celebrations
13. To discuss matters relating to Ainstable Millennium Green
- 13.1. To approve the accounts for the FYE 31/03/2021 – APPENDIX 2
- 13.2. Any other matters arising in relation to Ainstable Millennium Green
14. Clerk’s Appraisal
- 14.1. To receive a report regarding the Clerk’s annual appraisal
- 14.2. To consider awarding an annual increment to the Clerk.
15. To discuss matters relating to banking and finance (RFO):
- 15.1. To receive a verbal report of the bank balance
- 15.2. To receive a bank reconciliation for Q1 – APPENDIX 3
- 15.3. To approve payments – APPENDIX 4
- 15.4. To note receipts – APPENDIX 5
- 15.5. To review and re-approve the list of standing orders & direct debits:
- 15.5.1. Standing Orders – none
- 15.5.2. Direct Debits:

<u>Name ↑</u>	<u>Last Paid</u>	<u>Last Paid Amount</u>
DATA PROTECTION	11 Dec 2020	-£35.00
GoCardless Ltd	30 Jun 2021	-£14.40
<u>LLOYDS BANK CORPOR</u>	<u>16 Jun 2021</u>	<u>-£6.96</u>

- 15.6. Any other matters relating to banking and finance.
16. The Chair will propose a motion to adopt the following policies and procedures (Chairman)
- 16.1. Accessibility statement
<http://ainstable.org.uk/wp/website-accessibility-statement/>
17. To consider planning applications made and other planning matters. (Chairman)
- 17.1. To note the decision(s) for the following application(s):

Application No.	Location	Scheme	Decision
21/0280	Sunburgh House, Croglin	Partial demolition, remodelling and extension of existing residential property, with additional change of use to create office facility.	Granted

- 17.2. Any other planning matters arising.
18. To consider correspondence received.
19. Points to be raised at the next meeting.
20. Date of the next ordinary meeting Tuesday 21st September 2021 at Croglin Village Hall.

Signed: *Kimberley Lawson*

Clerk to Ainstable Parish Council

12th July 2021

Ainstable Parish Council

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the communities of Dale and Longdales, and the surrounding farms and houses

Chairman: Nigel Vear,
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Report into Dog Fouling July 2021

A complaint has been made to the parish council by a member of the public concerning the amount of dog fouling taking place in the churchyard of St Michael and All Angels, Ainstable.

The amount of fouling is much greater in the churchyard than in other areas of the village of Ainstable, suggesting that this is not necessarily due to dog walkers.

Ainstable Parish Council notes that St Michael's churchyard is covered by The Fouling of Land by Dogs Order 2008. Therefore, anyone permitting their dog to foul the churchyard is guilty of an offence.

However, Ainstable Parish Council has no powers relating to this order and does not hold responsibility for the churchyard. The Clerk to the Parish Council has written to the vicar of St Michael's, asking if they would consider posting some notices requesting dog owners to pick up after their dogs.

The parish council requests residents with any knowledge of dog fouling to report it IN CONFIDENCE to the Community Warden at Eden District Council, either by using the online form here:

<https://selfservice.eden.gov.uk/renderform.aspx?t=285&k=0B75DE332B8350190C1DA13183A7C0A666F510CB>

or by contacting the warden on 01768 817817.

Ainstable Millennium Green Trust
Annual Accounts FYE 31/03/2020

Opening Balance £ 4,319.38

INCOME	Receipt No.	Amount	Running Total
01/04/2019	01	£ 2.40	£ 2.40
01/05/2019	02	£ 2.37	£ 4.77
03/06/2019	03	£ 2.35	£ 7.12
01/07/2019	04	£ 2.09	£ 9.21
01/08/2019	05	£ 2.08	£ 11.29
02/09/2019	06	£ 1.97	£ 13.26
01/10/2019	07	£ 1.81	£ 15.07
01/11/2019	08	£ 1.90	£ 16.97
01/11/2019	09	£ 9.47	£ 26.44
02/12/2019	10	£ 1.83	£ 28.27
02/01/2020	11	£ 1.93	£ 30.20
03/02/2020	12	£ 1.91	£ 32.11
02/03/2020	13	£ 1.77	£ 33.88

Total Income £ 33.88

Closing Balance £ 3,833.26

EXPENDITURE	Voucher No.	Amount	Running Total
10/06/2019	01	£ 400.00	£ 400.00
16/07/2019	02	£ 120.00	£ 520.00

Total Expenditure £ 520.00

Balance at the bank
Unpresented cheques:

£ 3,833.26
NA
£ 3,833.26
£ -

Signature
11/03/2020



Bank reconciliation (2021-2022)

Ainstable Parish Council

Bank account: Current Account Reconciliation as at: 30/04/2021

Balance per bank statement at 30/04/2021 17375.17

Uncleared payments

Date	Customer / supplier	Reference	Amount
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26/04/2021	Society of Local Council Clerks	Credit card	-54.00
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-54.00

TOTAL NET BANK BALANCES at 30/04/2021

17321.17

The total net balances reconcile to the Cash Book (receipts and payments) as follows

Opening balance at 01/04/2021 2966.96

Total receipts 14500.00

Total payments -145.79

Total transfers -

**Closing balance per cash book as at 30/04/2021
(must equal net bank balances above)**

17321.17

H. P. D.
5/7/2021



Bank reconciliation (2021-2022)

Ainstable Parish Council

Bank account: Current Account Reconciliation as at: 31/05/2021

Balance per bank statement at 31/05/2021	14613.85
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TOTAL NET BANK BALANCES at 31/05/2021	14613.85
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The total net balances reconcile to the Cash Book (receipts and payments) as follows

Opening balance at 01/04/2021	2966.96
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Total receipts	14500.00
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Total payments	-2853.11
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Total transfers	-
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Closing balance per cash book as at 31/05/2021 (must equal net bank balances above)	14613.85
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5/7/2021



Bank reconciliation (2021-2022)

Ainstable Parish Council

Bank account: Current Account Reconciliation as at: 30/06/2021

Balance per bank statement at 30/06/2021 22699.99

Uncleared payments

Date	Customer / supplier	Reference	Amount
08/06/2021	Community Heartbeat Trust	BACS	-162.00

-162.00

TOTAL NET BANK BALANCES at 30/06/2021

22537.99

The total net balances reconcile to the Cash Book (receipts and payments) as follows

Opening balance at 01/04/2021 2966.96

Total receipts 25751.53

Total payments -6180.50

Total transfers -

**Closing balance per cash book as at 30/06/2021
(must equal net bank balances above)**

22537.99

HP
9/7/2021

Ainstable Parish Council

Listing of Payments between 01/04/2021 and 31/06/2022

Voucher	Date	Ref.	Description	Type	Supplier / customer	Supplier ref.	Account	Net	VAT	Total	Empowering Legislation
7	06/04/2021	Credit card	Hosting	Payment	NetNerd	297178	Computers + Internet	49.99	10.00	59.99	Local Government Act 1972 s.111
8	06/04/2021	Credit card	Credit card fee - April	Payment	Lloyds Bank Commercial Cards		Bank Account Fees	3.00	0.00	3.00	Local Government Act 1972, s.151
4	12/04/2021	DD	Payroll	Payment	Cumbria Payroll Services	SI-7015 + 7016	Cumbria Payroll Services	24.00	4.80	28.80	Local Government Act 1972, s.151
22	26/04/2021	Credit card	Virtual training seminar - June	Payment	Society of Local Council Clerks		Training - Clerk	45.00	9.00	54.00	Local Government Act 1972 s.111 Local Government Act 1972 s.112 (1); Local Government (Financial Provisions)
16	04/05/2021	BACS	Clerk Salary - April	Payment	Kimberley Lawson Lloyds Bank Commercial		Salaries	309.66	0.00	309.66	Act 1963, s.5
21	04/05/2021	DD	Credit card fee - May	Payment	Cards		Bank Account Fees	3.00	0.00	3.00	Local Government Act 1972, s.151
17	11/05/2021	BACS	Internal Auditor Fee	Payment	Sandra Harrison		Audit Fees	40.00	0.00	40.00	Accounts & Audit Regulations 2003, SI 2003/533, reg 6
23	14/05/2021	BACS	Salary - May	Payment	Kimberley Lawson Great North Air		Salaries	309.66	0.00	309.66	Local Government Act 1972 s.112 (1); Local Government (Financial Provisions) Act 1963, s.5
18	18/05/2021	BACS	Section 137 payment	Payment	Ambulance PCC of St Michael's		S.137	875.00	0.00	875.00	Local Government Act 1972 s.137 Local Government Act 1972, s.214 (6)
19	18/05/2021	BACS	Grant	Payment	Ainstable		Grants	850.00	0.00	850.00	
20	18/05/2021	BACS	Grant	Payment	Eden Valley Flix Lloyds Bank Commercial		Grants	320.00	0.00	320.00	Local Government Act 1972 s 145
13	02/06/2021	DD	Credit card fee - June	Payment	Cards		Bank Account Fees	3.00	0.00	3.00	Local Government Act 1972, s.151
14	02/06/2021	Credit card	Stamps	Payment	Post Office Counters		Stationery & Postage	3.96	0.00	3.96	Local Government Act 1972 s.111 Local Government Act 1972 s 112 (1); Local Government (Financial Provisions)
25	07/06/2021		Broadband & mileage	Payment	Kimberley Lawson Greg Metcalfe Electrical		Clerk expenses	145.79	0.00	145.79	Act 1963, s 5 Health and Safety at Work etc Act 1974, s 2.
10	08/06/2021	BACS	PAT Testing	Payment	Engineer	3236	Maintenance	53.00	10.60	63.60	
11	08/06/2021	BACS	Newbiggin defib & cabine	Payment	Community Heartbeat Trust	6963	Defibrillators	2,065.00	0.00	2,065.00	Public Health Act 1936 s234
12	08/06/2021	BACS	Newbiggin defib - annual support	Payment	Community Heartbeat Trust	8934	Defibrillators	135.00	27.00	162.00	Public Health Act 1936 s234
28	14/06/2021	BACS	LCAS Submission	Payment	CALC	CA744	Miscellaneous Payments	50.00	0.00	50.00	Local Government Act 1972 s.111 Local Government Act 1972 s.112 (1); Local Government (Financial Provisions)
24	15/06/2021	BACS	Clerk Salary - June	Payment	Kimberley Lawson		Salaries	309.66	0.00	309.66	Act 1963, s.5

26	16/06/2021	DD	Payroll	Payment	Cumbria Payroll Services	SI-7222	Cumbria Payroll Services	12.00	2.40	14.40	Local Government Act 1972, s.151
29	21/06/2021	BACS	CALC Membership	Payment	CALC	Subscription	Annual Subscriptions	173.13	0.00	173.13	Local Government Act 1972 s.111
27	29/06/2021	DD	Payroll	Payment	Cumbria Payroll Services	SI-7236	Cumbria Payroll Services	12.00	2.40	14.40	Local Government Act 1972, s.151
9	30/06/2021	BACS	Policy renewal	Payment	BHIB Insurance		Insurance	304.45	0.00	304.45	Local Government Act 1972 s 140 (1) as amended
32	30/06/2021		Quarterly service charge	Payment	Unity Trust Bank		Bank Account Fees	18.00	0.00	18.00	Local Government Act 1972, s.151

Ainstable Parish Council

Listing of Receipts between 01/04/2021 and 31/06/2022

Voucher	Date	Ref.	Description	Type	Supplier / customer	Account	Net	VAT	Total
3	30/04/2021	BACS	Precept	Receipt	Eden District Council	Precept	14,500.00	0.00	14,500.00
15	07/06/2021	603218	Grant for Solar Lighting	Receipt	Electricity North West	Miscellaneous Receipts	11,000.00	0.00	11,000.00
33	24/06/2021		VAT refund FYE 03-21	Receipt	HMRC VTR	VAT Repayments	251.53	0.00	251.53