

# 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**

Ordinary Public Meeting of  
**Ainstable Parish Council**

held in Ainstable Church Institute at 7:30pm on Tuesday 15 March 2016.

## Minutes

**In attendance** Cllr N Vear, Cllr J Thirwell, Cllr H Bellis, Cllr D Smith, Cllr H Proud, Cllr G Proud,  
Cllr C Guise, Cllr D Bradshaw

- 1) **Open Meeting** - for discussion of matters of general parish concern (10 mins).  
There was an enquiry from the staff of the Fox & Pheasant public house regarding a bin for dog mess bags for walkers exiting Coombes Woods. It was agreed that the Clerk will contact Eden District Council to request a bin be installed. The councillors also provided some informal advice on a proposed Easter event at the pub.

## Parish Council Meeting

- 2) **Introduce new Parish Clerk.**  
Kimberley Lawson was introduced to the Councillors by the Chairman.
- 3) **Declarations of interests.**  
Cllrs H & G Proud live at Faugh Head, where the pond is that is included in the parish land review, item 17.
- 4) **To receive apologies for absence.**  
Apologies were received from Cllr Ritchie and Cllr Robinson. Cllr Little has tendered her resignation due to family commitments.
- 5) **To discuss the co-option of a new councillor for Newbiggin.**  
There has been no interest from Newbiggin. It was noted that, with the resignation of Cllr Little, there is also a vacancy for Croglin. It was resolved that Cllr Vear will produce a flyer inviting residents to stand for the Council, for the Croglin/Newbiggin side of the parish, which the Clerk will print. Cllr Vear will deliver the flyers by hand.

It was resolved that Cllr Vear will obtain relevant permission from residents for whom the Council has an email address, to enable the council to email information in the future to reduce the requirement for printing and delivering information leaflets and newsletters.

- 6) **To resolve to accept the minutes of the Ordinary Meeting on Tues 19 Jan 2016 as a true record.**  
Cllr Bellis proposed that the minutes be accepted. Cllr G Proud seconded the motion and it was passed unanimously.

**7) To receive a report from County Councillor Robinson.**

Nothing has been received.

**8) To discuss the documents required for the AGM.**

**a) Standing Orders and Procedures**

**b) Financial Regulations**

**c) Risk Assessment**

It was agreed that Cllr Vear will complete the work of drafting these documents and circulate them before the next meeting. The Councillors noted that these documents will have to be adopted at the AGM.

**9) To discuss the annual audit.**

There was a discussion of the new SAAA audit rules. It was resolved to remain opted in and ask for the limited assurance review. It was noted that the Council has nearly fulfilled all the requirements of the new Transparency Code.

**10) To discuss the Millennium Green Trust.**

It was noted that a new 5-year Inspection Plan had not been purchased from Playdale in 2015, despite the Council having agreed to do this. It was resolved to purchase a new 5 year plan and arrange an inspection as soon as possible. The inspection plan is to be paid from the Council's account in accordance with the Council's commitment to maintain the Millennium Green.

It was resolved to discuss the ongoing running and maintenance costs of the Millennium Green at the next meeting.

**11) To discuss banking & finances.**

**a) Bank accounts**

The Council needs to open new bank accounts. Suggestions were put forward of Barclays and Unity, both of which have accounts that would enable electronic banking with the appropriate controls needed by the Council and the Millennium Green Trust. It was noted that the final decision rests with the Clerk. Once the Council's bank accounts are open, the Millennium Green accounts can also be moved. It was agreed that a vote to adopt electronic banking be included at the next meeting.

**b) Clerk's expenses and salary**

The Clerk reported her intention to use Cumbria Payroll Services to ensure the Council is fully compliant with all HMRC regulations.

The Clerk is awaiting information from HMRC to complete setting up payroll. When this is complete, the Council will be able to pay Lyndsey Nicholson for her work.

**c) Bills due**

It was unanimously resolved to make the following payments:

- Croglin Village Hall                      £60                      hall hire

• Friends of the Lake District	£30	to renew the Council's membership
• Cllr Vear	£243.53	reimbursement of cost of new printer
• Clerk	£339.67	Feb/Mar salary & expenses
• Clerk	£247.50	Mar/April salary (cheque post-dated)
• Playdale	£1050	5-year inspection plan for Millennium Green
• Cllr Vear	£11.75	Reimbursement of cost of printer warranty

**12) Reports from attendance at outside bodies.**

none

**13) To receive a report on crime in the Parish.**

A firearm has discharged from the road at Faugh Head, damaging property. This has been reported to the police.

**14) To discuss any Highways matters arising.**

**a) Extensions to the 30mph limits in the parish.**

Cllr Bellis reported on his meeting with Julian Maclaine of Cumbria County Council Highways Dept to discuss the 2 extension of 30 mph limit schemes.

Mr Maclaine is happy to support both schemes and will draw up the plans shortly. CCC will start consultation in July 16 ready for Committee in Sept 16 and if successful at committee to be delivered by Mar 17.

The Ainstable scheme to be consulted on would be:

- The current 30 mile an hour signs by the chapel would be removed.
- 30 signs would be installed just before the layby corner before the narrow road to Ainstable Chapel, with an Ainstable sign.
- 30 signs to be installed before Tom Pollock's Towngate farm, with a Towngate sign.
- 30 repeater signs as required.
- It is possible that 40 signs may be installed by the common house junction to cover the bad bends – Mr Maclaine will confirm this.

The Armathwaite scheme to be consulted on would be:

- The current 30 mile an hour signs by the chapel would be removed.
- 30 signs would be installed just before the triangle junction, with an Armathwaite sign.
- 30 signs to be installed before Chapel House (the house before the converted chapel), with an Armathwaite sign.
- 30 repeater signs as required.

Mr Maclaine said that it was unlikely that there would be a cost to the Council but can confirm this after the committee meeting in September.

**15) To receive a report on the development of Broadband in the parish.**

It was reported that a BT cabinet has now gone live in Ainstable. Properties that lie within 1 mile of the cabinet can receive Superfast Broadband. Properties that lie over a mile from the cabinet can receive Faster Broadband. In Croglin, BT is in the process of installing fibre to the premises.

**16) To discuss streetlights.**

Eden District Council has not yet provided a price for the new lights. It was resolved that Cllr Vear will follow up with Eden and also enquire why the old streetlight has not been removed from the Ainstable crossroads.

**17) Parish Land – review and possible land registration.**

It was noted that, in order to comply with the Transparency Code, the Council must list all land it owns or controls. Cllr H Proud presented and reviewed a list she has researched from old records. It was resolved that Cllr H Proud and Cllr Bellis will investigate the list further through the Land Registry and that the Council will pay the Land Registry fees associated with this.

Cllr Guise left the meeting after Item 17.

**18) To discuss the replacement programme for parish noticeboards.**

It was agreed to hold this item until the next meeting to enable a review of repaired boards to be carried out.

**19) To discuss the replacement programme for parish benches.**

It was noted that the Council currently owns 7 benches, of which 3 have been replaced and 2 are log benches. It was agreed to hold this item until the next meeting to enable the Councillors to observe the benches and prioritise the next to be replaced. It was also noted that there was formerly a bench at Longdales which the Council may consider replacing.

**20) To discuss any matters relating to communications.**

Cllr Vear requested that all emails are cc'd to both the Clerk and Chairman email accounts to ensure all information is backed up.

**21) To consider planning applications made and other planning matters.**

None have been received.

**22) To consider correspondence received.**

The Clerk and Chairman read through the items of correspondence received:

- a) Letter from the Parochial Church Council for All Saints Renwick with Croglin, requesting a grant for tree work. It was resolved not to award a grant.
- b) A letter regarding a beacon to mark the Queen's 90<sup>th</sup> birthday. It was resolved not to have a beacon in the parish.

**23) Points to be raised at the next meeting.**

Defibrillators

**24) Date of the next meeting – AGM Tues 17 May 2016.**

Signed: *Kimberley Lawson*

Clerk to Ainstable Parish Council

16 Mar 2016