

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

Minutes

of the ordinary bi-monthly meeting of
Ainstable Parish Council
held at Croglin Village Hall at 7:30pm on Tuesday 19th September 2017.

In attendance:

Cllr N Vear (Chairman); Cllr H Bellis; Cllr J Thirlwall; Cllr D Smith; Cllr G Proud; Cllr H Proud; Cllr A Ritchie;
Cllr M Robinson; Cllr D Bradshaw
Kimberley Lawson (Clerk)

1. Open Meeting - for discussion of matters of general parish concern (10 mins).
Nothing was raised.

Parish Council Meeting

2. Apologies were received from Cllr C Guise, and the reason noted, and from County Cllr Driver.
3. There were no Declarations of Interest.
4. **Resolved:** To accept the minutes of the Ordinary Meeting held on Tues 18th July 2017 as a true record. The minutes were signed by the Chairman.
5. In the absence of County Cllr Driver, her report could not be received.
6. District Councillor Robinson reported that the issue of footway lighting has been raised by many parishes and has now been taken up by the Scrutiny Committee.
7. Updates were received on the following projects and issues:
 - 7.1. Bus shelters
The Clerk reported that she has secured a grant of £1,000 through the Tesco Bags of Help scheme.
Resolved: To incorporate parish notice boards into the new shelters.
Action: Cllr Bellis to ascertain from Highways land in Ruckcroft that could be potential locations for the new shelter, with the final selection being made in consultation with local residents. Cllr Vear to contact Morton Garden Buildings to progress the replacement Ainstable shelter and CCC bus shelter committee to progress the Ruckcroft shelter.
 - 7.2. Benches
Resolved: to move the bench from Ainstable church, which is not very comfortable, to the Millennium Green, replacing the old wooden bench on the road side. To buy a new bench for the church, of the same design as the one at Croglin, which is more comfortable, with Ainstable Parish Council engraved in the back.
Action: Cllr Bellis to check whether the Longdales bench is still in place and, if not, whether the cast iron parts have survived.

7.3. Dog Stiles

Cllr H Proud has contacted several local contractors with no response. If anyone has any bright ideas they will let her know. Otherwise, it was agreed to remove this item from the agenda.

7.4. Car Park at Armathwaite Bridge

Resolved: to await written confirmation that the landowner will lease/gift the land to the parish council before seeking planning permission.

Action: Cllr Bradshaw to follow up with the landowner.

7.5. Footway Lighting

Cllr Bradshaw reported that the homeowner at Towngate is not willing to have the light fed from their electricity supply.

Action: Clerk to ask EDC ENWL for a quote to replace the existing light with a new light on a pole.

7.6. Litter pick/tidy village campaign

Local litter pickers do it ad hoc off their own back and do a good job.

Resolved: that the Parish Council express its thanks to all local residents who help to keep the parish clean and tidy.

Action: The Clerk to add a 'thank you' in the newsletter.

8. To discuss Ainstable Millennium Green.

8.1. The annual inspection report from Playdale was received and its recommendations discussed.

Action: The Clerk to: Forward the report to the parish council's maintenance contractor; to request that Playdale replace under the warranty the wood that is showing signs of rot; to obtain a quote to lift and replace the mats under the swing.

8.2. Risk Assessment for maintenance contractor

Cllr Vear reported that he has asked the parish council's appointed contractor to develop a risk assessment for his work over the course of the next year.

8.3. To receive a report on the Trust's Insurance arrangements

The Clerk reported that she has sought legal advice to confirm that the playground equipment is the property of the Trust and should be covered under the Trust's insurance policy.

Action: The Clerk to check the details of current insurance policy for cover arrangements.

9. To discuss matters relating to banking and finance (Clerk):

9.1. To receive a verbal report on the audit

The Clerk reported that BDO has raised an issue regarding the change in the value of assets between 2015-16 and 2016-17. She has explained to BDO that this is in part due to corrections needed to the values stated in the asset register as prepared by her predecessor. BDO gave the parish council the option to amend the asset register for 2015-16, incurring an administration fee, or to leave it as it is but be unable to apply for Quality Council status for the year 2017-18. In agreement with the Chairman, the Clerk has told BDO to leave the asset register unchanged.

9.2. The Clerk read out the balances of the two bank accounts.

9.3. The following receipts were noted:

July				
28th	7	HMRC	£	424.79
August				
15th	8	Tebay Parish Council	£	5.54
21st	9	Groundwork UK	£	1,000.00

9.4. To note payments:

August				
10th	CPSL - SI-3279	20	DD	£ 14.40
15th	K Lawson Salary	21	SO	£ 314.01
29th	CPSL - SI-3308	22	DD	£ 14.40
September				
15th	K Lawson - salary	23	SO	£ 314.01

9.5. **Resolved:** to make a grant of £250 to Croglin Village Hall towards the hall's 80th birthday events.

9.6. **Resolved:** To pay the following bills:

CALC - TR1402	24	£	75.00
Cumbria County Council	25	£	169.20
K Lawson - expenses	26	£	34.82

Resolved: to hold off making the following payment pending further investigation by the Clerk.

Ecclesiastical Insurance	27	£	300.43
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9.7. The budget reconciliation for Q1 was received.

9.8. The Clerk reported that Cllr Ritchie has signed the bank reconciliation for Q1 before the meeting.

Action: the Clerk to circulate the document.

9.9. The Clerk reported that she has made an application to the transparency fund for costs related to compliance with the Transparency Code.

10. To receive verbal reports from attendance at outside bodies.

10.1. Cllr Robinson reported on the EDC planning meeting for parish councils she attended.

There is to be a Housing Needs survey across Eden which will inform the Eden Local Plan

Action: The Clerk to circulate copies of the handouts from the meeting regarding Neighbourhood Planning.

11. There were no reports of crime in the Parish.

12. To discuss any Highways matters arising, and consider actions:

12.1. Cllr Smith reported that the drainage work above Heather Glen has been completed.

12.2. Cllr Smith reported that the verges above Heather Glen have been cleared.

12.3. **Resolved:** that Cllr Bellis write to John Banks on behalf of the parish council to thank him for all the work on the roads and drains.

Action: Cllr Bellis to report pot holes in the parish discussed at the meeting.

Cllr Ritchie left the meeting



- 12.4. The footpaths near Ghyll Croft have been sprayed for weeds.
- 12.5. Any other highways matters arising
 Cllr Smith has reported to Highways that a gully in Ainstable has been blocked by cement dumped by contractors rendering homes in the village.
Action: Cllr Smith to report this again, as fly tipping. If there is no response, the Clerk to contact CCC as well.
 Cllr Bellis to report that the drain on the fell road by Croglin quarry needs clearing
13. There was nothing to report on the development of Broadband in the parish.
14. Cllr Bellis reported that most of the fire hydrants in the parish have now been maintained or are scheduled for maintenance.
Action: Cllr Bellis to follow up on the fire hydrant outside the Heather Glen, which Cllr Smith reported has not yet been maintained.
15. To discuss any matters relating to communications.
- 15.1. Cllr Vear reminded the council of the importance of placing parish council notices on the noticeboards.
- 15.2. **Resolved:** to use the "We are the Lakes" logo on the parish council website
- 15.3. The parish council has received a projector from Eden District Council to facilitate display of planning applications. As Ainstable Church Institute already has a projector in place which the parish council has access to it was felt that this may be best utilised elsewhere in the parish.
Action: Cllr Vear to investigate the feasibility and cost of mounting this projector in Croglin Village Hall together with a drop screen. If the cost of mounting the projector are reasonable, the parish council will approach Croglin Village Hall Committee to discuss this project.
- 15.4. **Resolved:** not to accept any requests for commercial advertising on the parish council website.
16. To consider planning applications made and other planning matters. (Clerk)
- 16.1. The decisions for the following application(s) were noted:

Application

No.	Location	Proposal	Outcome
17/0125	Dale Mill House	Restoration of mill house & outbuildings	Approved
17/0377	Hill View House, The Dale	Two storey extension with single storey sun lounge	Approved
17/0399	Thorntwaite House, Ainstable	Proposed replacement outhouse	Approved

- 16.2. The following application was noted. The Clerk has already responded on behalf of the parish council in support of the application, reflecting the views expressed by the councillors via email.

17/0662	Land at Holly Bush, Longdales	Demolition of traditional pole barn & erection of detached dwelling
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16.3. There were no other planning matters to discuss.

17. Defibrillators.

17.1. Cllr Vear reported that the defibrillator in the former BT kiosk at Ainstable crossroads is now live. He is the Guardian, checking and reporting on the status using the Webnos system.

17.2. The Clerk reported that the defibrillator at Croglin is in the process of being adopted by the Community Heartbeat Trust.

17.3. The Clerk reported that she is awaiting some information regarding the defibrillator at Newbiggin before sending in the paperwork for its adoption by the Community Heartbeat Trust.

17.4. **Resolved:** To hold a community awareness session for the defibrillators. Cllr Smith offered the Heather Glen as a venue.

Action: the Clerk to arrange a date for later in the year and publicise it in the parish magazine.

17.5. **Resolved:** to order signs for Ainstable stating the defibrillator at the crossroads only.

18. To discuss parish land.

18.1. To review the rent of the parish land at Ruckcroft (Cllr Bradshaw)

Action: Cllr Robinson to find out what rent Kirkoswald Parish Council charges for its parish field. The Clerk to write to Mr Gargett.

18.2. The Clerk reported that the application to register the Sand Pit has gone to the Land Registry and she is awaiting their decision.

18.3. The Clerk reported that she has written the application to register Croglin Quarry and has sent it for legal advice offered free of charge by a solicitor who has facilitated several parish land related courses she has attended.

19. The Correspondence Register was received.

The Clerk reported on some research she has been given regarding Ainstable War Memorial and the blanked out name. The researcher would like to hear from anyone who knows the name that was removed and it was agreed to add this to the newsletter.

Action: the Clerk to ask the researcher if we can put his research on the website.

20. The following points were requested for inclusion on the agenda for the next meeting.

Tourism – Cllr Robinson and Smith are meeting with EDC

Information boards about footpaths & walks onto the fell at Newbiggin need replacing. **Action:** Clerk to find out where the boundary of the AONB is.

Footpath at Newbiggin – wall fallen down, Cllr Robinson to provide photos.

21. Date of the next ordinary meeting – Tues 21st November 2017 at Ainstable Village Hall.

The meeting closed at 10.15pm

Nigel Vear
Nigel Vear
21 Nov 2017

There was no other planning matters to discuss

17. Definitive

17.1 The Year reported that the definitive in the form of a transfer deed is now live. He is the transfer. Check and transfer on the status using the Warrick system.

17.2 The Clerk reported that the definitive is in the process of being signed by the Community Headset Team.

17.3 The Clerk reported that she is awaiting some information regarding the definitive in Newington before sending in the paperwork for its adoption by the Community Headset Team.

17.4 Resolved to hold a community agreement session for the definitive. The session will be held in the hall on the 15th of the month.

Action: The Clerk to arrange a date for the session and to advise it in the parish magazine.

17.5 Resolved to order a copy of the definitive for the community only.

18. To a local group

18.1 To review the text of the grant for the local group (see agenda item 18.1) and to discuss with the local group the text of the grant for its local area.

18.2 The Clerk reported that the local group is in the process of setting up a local group and she is awaiting their response.

18.3 The Clerk reported that she has written the application to register the local group and she is awaiting the response from the local group.

18.4 Resolved to order a copy of the application to register the local group for the local group.

19. The community register was reviewed

The Clerk reported that she has reviewed the community register and she has identified some items that need to be added to the register.

Action: The Clerk to add the items to the register and to update the register on the website.

20. The following items were requested for inclusion on the agenda for the next meeting

Transfer of the local group to the local group (see agenda item 18.1) and the local group's response to the local group's request for a local group.

Transfer of the local group to the local group (see agenda item 18.1) and the local group's response to the local group's request for a local group.

21. Date of the next ordinary meeting - 15th May 2017 at 7.30pm at the Village Hall

The meeting closed at 10.15pm

[Handwritten signature and date]
15th May 2017