

# 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**

The ordinary bi-monthly meeting of  
**Ainstable Parish Council**  
held at Croglin Village Hall at 7:30pm on Tuesday 17<sup>th</sup> July 2018.

Present: Cllr N Vear (Chairman); Cllr D Bradshaw; Cllr C Guise; Cllr D Smith; Cllr M Robinson  
In attendance: Kimberley Lawson (Clerk)

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

Cllr Bradshaw reported that the committee of Ainstable Church Institute wished to inform the council that the trees planted by the parish council on the verges need their crowns raising to allow cars to park.  
**Action:** Clerk to add this item to the agenda for the September meeting.

## Minutes

2. Declarations of interests.

- a. Updated declarations of interest forms were received from councillors. It was noted that this is to comply with the parish council's own Financial Regulations but is only legally required upon a councillor taking office.

**Action:** The Clerk to amend the Financial Regulations when they are next reviewed.

3. **Resolved:** To accept the apologies and reasons received from: Cllr A Ritchie; Cllr J Thirlwall; Cllrs H & G Proud; Cllr H Bellis.

Apologies were also received from County Councillor Driver.

4. **Resolved:** To accept the minutes of the Annual General Meeting and the Ordinary Meeting held on Tues 15<sup>th</sup> May 2018 as a true record. The Minutes were signed by the Chairman.

5. County Councillor Driver has sent her report via email.

6. District Councillor Robinson reported on some land in Ainstable that reportedly belongs to Eden District Council (EDC) and which might be useful for a recycling centre or as a development site.

**Action:** The Clerk to investigate who owns the land.

7. To receive updates on current projects and issues:

- a. Community shelters

- i. Ainstable – this is due to be installed in August
- ii. Ruckcroft – there is a need to revise the design, and the aim is to install it before the winter.

- b. Defibrillators

- i. Newbiggin – The Newbiggin defibrillator has now been registered with the Community Heartbeat Trust (CHT). It was noted that, due to the cost of spare parts for this model, CHT adoption is not possible and that it would probably be more cost-effective to replace it with a CHT-approved model when the current parts expire.

- ii. Croglin – a new Guardian is needed for the Croglin defibrillator; it needs inspecting monthly and hasn't been done since December.
- iii. Ainstable – this one is now adopted by CHT.

**Action:** investigate sites in Ruckcroft and Longdales. If a suitable electricity supply can be made available, the new Ruckcroft shelter would be an ideal site.

- c. Benches – two are on order. It was reported that the bench at Ainstable church is being affected by an untrimmed hedge behind it.

**Action:** Clerk to investigate with Highways and Land Registry the ownership of the hedge and verge.

- d. Grit Bins – the bins are being refilled. The damaged one at Cairn Head Farm has been reported to Highways, who will investigate.

**Action:** The Clerk to report a damaged grit bin on the bridge in Ainstable, opposite Bridge House.

- e. Neighbourhood Plan – the Clerk has been successful in obtaining a grant from Locality. The next step is a meeting in September with Kirkwells.

**Action:** all to consider positive ideas for development needs in the parish to bring to that meeting.

8. To discuss the Car Park project

- a. Cllr Bradshaw circulated a plan prepared by Robson & Liddle for the proposed car park. We are still awaiting a legal agreement from the landowner. It was noted that the project needs a new name for funding applications, as Car Park is unattractive to funders, and some suggestions were put forward.

**Action:** Cllr Bradshaw to follow up on the legal agreement.

**Action:** Car Park sub-committee to meet regarding planning permission.

- b. To discuss a grant application to the new EDC fund

**Action:** Clerk to contact EDC regarding an application.

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

- a. The Clerk read out the bank account balances.
- b. Bank reconciliations for 2017/18 Q4 and 2018/19 Q1 were received.
- c. The following receipts were noted:

June				
18th	K Lawson	£	17.39	
21st	HMRC	£	630.59	
30th	Unity Bank	£	6.29	

- d. The following payments were noted:

Date	Payee	Payment Method	Amount	Empowering Legislation
May				
16th	Sandra Harrison	EP	£ 35.00	Accounts & Audit Regulations 2003
16th	K Lawson - expenses	EP	£ 61.49	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5

Date	Payee	Payment Method	Amount	Empowering Legislation
16th	Lloyds Bank	DD	£ 3.00	Local Government Act 1972 s 151
23rd	HMRC Cumbernauld	SO	£ 23.00	The Income Tax (Pay As You Earn) Regulations 2003 s 21
29th	CPSL - SI-3855	DD	£ 14.40	Local Government Act 1972 s 151
June				
4th	Equip4Work	EP	£ 423.60	Local Government Act 1972 s 151; Data Protection Act 2018 s 57
12th	HMRC Shipley	EP	£ 208.72	The Income Tax (Pay As You Earn) Regulations 2003 s 21
15th	K Lawson - salary	SO	£ 291.01	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
18th	Lloyds Bank	DD	£ 4.87	Local Government Act 1972 s 151
19th	K Lawson - salary arrears	EP	£ 21.27	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
21st	CPSL - SI-3909	DD	£ 14.40	Local Government Act 1972 s 151
25th	HMRC Cumbernauld	SO	£ 39.60	The Income Tax (Pay As You Earn) Regulations 2003 s 21
25th	Society of Local Council Clerks	EP	£ 84.00	Local Government Act 1972 s.111
30th	Unity Bank - quarterly standing charge	EP	£ 18.00	Local Government Act 1972 s 151
July				
2nd	Church of St Michael & All Angels, Ainstable	EP	£ 940.00	Local Government Act 1972, s 214
15th	K Lawson - salary	SO	£ 271.60	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5

e. **Resolved:** to pay the following bill:

Payee	Cheque No.	Amount	Empowering Legislation
Ainstable Church Institute	30050	£ 79.00	Local Government Act 1972 s 134 (4)

f. Any other matters relating to banking and finance

**Resolved:** to accept the current list of Standing Orders and Direct Debits with no changes.

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

- a. Eden Local Plan meeting

The Chairman reported on the recent meeting regarding emerging Eden Local Plan attended by himself and the Clerk.

11. To discuss the Ainstable Millennium Green Trust

- a. The Trustee declaration for the Charity Commission has now been signed by all councillors except for Cllr Thirlwall.

The Clerk reported on the payment of bank interest and some damage to the dry-stone wall at the back of the Green.

**Action:** The Clerk to investigate ownership of the wall and add to the agenda for the September meeting.

12. No instances of crime have been reported in the Parish.

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

- a. The signs for the extended 30mph zone in Ainstable are up.

**Action:** Clerk to ask Highways if it is possible to move Ainstable signs to where the 30mph signs are. If it is possible, it will be added to the September agenda for a formal resolution.

- b. The Chairman reminded all councillors to report any potholes of other maintenance issues online, whether inside or outside the Parish.
- c. The Clerk has contacted John Banks regarding road signage at both entrances to Croglin and he is investigating. It was suggested that a footpath in the field would take pedestrians off the road.

**Action:** The Clerk to find out who owns field on the right of the road going up the hill.

- d. Any other highways matters arising

**Action:** The Clerk to contact John Banks on the following points:

- Is it possible to extend the Croglin 30mph zone further up the hill?
- The hedge beyond Heather Glen on the left going up the hill needs trimming.

14. To discuss any Rights of Way matters arising, and consider actions:

- a. Dog gates on stiles (Cllr Proud)

**Resolved:** to save this item until the September meeting

- b. Change stile to gate on footpath 301004 in Newbiggin (Cllr Robinson)

**Action:** Cllr Robinson and Cllr Vear to meet at the footpath to discuss the issues.

- c. U3077 in Dale

The Chairman reported that ongoing investigations by the landowner strongly suggest that the U3077 is a carriageway rather than a footpath.

15. Cllr Robinson reported that she and Cllr Bellis are meeting to register Newbiggin for the Gigabit Voucher Scheme.

16. To discuss any matters relating to communications. (Chairman)

**Action:** The Clerk to draft an A5 flyer for Croglin and Newbiggin for distribution before the September meeting to highlight issues in the parish.

17. To consider planning applications made and other planning matters. (Chairman)

- a. The decision for the following application was noted:

18/0300	Faugh Head	Change of use of agricultural building to dwellinghouse.	Granted
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- b. Councillors had discussed this application via email prior to the meeting and the Clerk has contacted EDC to state that the council is in favour:

18/0466	Dale Mill House	Conversion to holiday property
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- c. Any other planning matters

18/0130 – Field in Ruckcroft. The Clerk read out an email she has received from the new EDC planning officer dealing with this application. He is planning a site visit and will provide further information as it is available.

18. The Chairman reported that he has heard from the Church Commissioners and urgent decisions are now needed about the future of the St John the Baptist Church, Croglin. The September meeting will be predominantly about the church, with residents encouraged to attend to share their views and to stand for the parish council to ensure Croglin is properly represented. The Chairman will invite a representative from the Church Commissioners to attend. All councillors were encouraged to consider ideas for the church.

**Resolved:** In accordance with Standing Order 3 (w), to allow extra time to complete the agenda.

19. There was no update on registration of parish land.

20. The Chairman reported that Friends of the Lake District have indicated that, while they won't fund the Car Park project (even with a different name), they would welcome an application from the parish council for something else. After some discussion, it was suggested that we apply for a cast iron village sign at Newbiggin. One of the fingers should signpost Townhead, other suggestions for fingers should be forwarded to the Chairman.

**Action:** The Chairman to obtain a quote and deal with Friends of the Lake District.

21. The correspondence register was circulated prior to the meeting and no points were raised.
22. Other than those discussed during the agenda, no additional points were raised for inclusion on the agenda for September.
23. Date of the next ordinary meeting – Tues 18<sup>th</sup> September 2018 at Croglin Village Hall.

The meeting closed at 21.40.