

# 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 meeting of  
**Ainstable Parish Council**  
held at Ainstable Church Institute at 7:30pm on Tuesday 20<sup>th</sup> March 2018.

Present: Cllr Vear (Chairman); Cllr Bellis; Cllr Bradshaw; Cllr G Proud; Cllr Robinson; Cllr Guise  
In attendance: County Cllr Claire Driver; Kimberley Lawson - Clerk  
3 members of the public

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

A question was asked regarding use of the Ruckcroft shelter by Fellrunner, as Fellrunner don't currently serve Ruckcroft. The Chairman replied that the shelter is primarily for the use of children waiting for the school bus and to incorporate a replacement to the old noticeboard. Fellrunner may use the shelter if they choose to.

A question was asked regarding funding of the car park at Armathwaite bridge, and whether Hesket parish council will contribute. The Chairman replied that Hesket parish council has already been approached regarding this project but as the site is within Ainstable parish, for legal reasons and to simplify the process of applying of grants, the car park is being primarily driven by Ainstable parish council. The cost of the project is too great to be met from the parish precept and it will be funded from grants.

## Parish Council Meeting

2. Apologies were received from Cllr Smith, Cllr Thirlwall, Cllr Ritchie, & Cllr H Proud and the reasons recorded.

3. Declarations of interests:  
Cllr Robinson declared an interest in item 14.2

4. **Resolved:** to accept the minutes of the Ordinary Meeting held on Tues 16<sup>th</sup> January 2018 as a true record. The minutes were signed by the Chairman.

5. A verbal report regarding the county council's response to the recent extreme bad weather was received from County Councillor Driver and there was a lengthy discussion about emergency planning.

**Action:** all to feedback any comments to the Clerk & Chairman for passing on to County Cllr Driver

6. A verbal report was received from District Councillor Robinson, largely concerning the devolution of footway lighting.

7. To receive updates on current projects and issues:

7.1. Footway lighting

The Clerk reported that she has received some responses to the recent survey via the post and online. The deadline for responses is 31<sup>st</sup> March. Cllr Bradshaw reported that the light at Towngate has been removed.

## 7.2. Car park

Cllr Bradshaw reported on progress. He has the forms to apply for planning permission. The fee for this is £231. Some paperwork is needed from the landowner before he can begin to apply for grant funding.

## 7.3. Bus shelters

Cllr Vear has met with a representative from Morton Garden Buildings and anticipates installation of the Ainstable shelter in April/May. Cllr Vear has discussed the revised design for the Ruckcroft shelter with them and is awaiting a revised quote. Cllr Robinson asked if the Newbiggin noticeboard could be moved into the Newbiggin bus shelter as it is not water-tight.

**Action:** Cllr Vear to ask Morton Garden Buildings to quote for this work.

## 7.4. Defibrillators

Cllr Vear reported that the Ainstable defibrillator has been used recently when a visitor to the parish suffered a heart attack at a function in the church institute. He has received feedback from local residents who were present that people didn't know what to do, and whether it is possible to put on further defibrillator/First Aid training. Cllr Vear is looking into this. Cllr G Proud was at the event and said that the ambulance service needed the postcode for the church institute; he suggested that this should be displayed somewhere very obviously.

**Action:** The Clerk to make this suggestion to the hall committee

There was some discussion about possible locations for more defibrillators within the parish.

**Action:** All members to feedback ideas for this to the Chairman and Clerk.

## 8. To discuss Ainstable Millennium Green (Chairman).

### 8.1. To receive a report on changes to the law regarding charity trustees. (Appendix 1)

The Clerk reported that more stringent rules are being introduced from 1<sup>st</sup> August disqualifying people from being charity trustees. She has been seeking advice on how this will affect the parish council in its role as sole trustee for the Ainstable Millennium Green Trust. There is no clear advice at this time but all councillors will be asked to sign a declaration at the AGM that they are not disqualified under the current rules.

**Action:** Clerk to continue to seek advice

## 9. To consider the quotations for a new bench (Appendix 2)

**Resolved:** to accept Greenbarnes' quotation for the new bench. The parish council has budgeted for two benches for this financial year so it was agreed to order two benches; one for the church and one to replace the log bench on the triangle.

**Action:** Clerk to order the benches.

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

10.1. The Clerk read out the balances on both accounts.

10.2. To receive a bank reconciliation for Q3

Cllr Ritchie is no longer able to check the bank reconciliations due to other commitments. Cllr Guise agreed to take on this task.

**Action:** Cllr Guise and the Clerk to meet to deal with this

10.3. The Clerk reported that the parish council credit card has arrived and she has been able to use it to pay for some postage.

10.4. **Resolved:** to pay the Clerk's PAYE by standing order

10.5. The following receipt was noted:

February	R.N.	Received from	Amount	Details
26th	12	Land Registry	£ 30.00	Refund of fees

10.6. The following payments were noted:

January	Payee	V.N	Payment Type	Amount £	Empowering Legislation
22nd	CPSL - SI-3587	51	DD	14.40	Local Government Act 1972 s 151
29th	CPSL - SI-3478	41	DD	14.40	Local Government Act 1972 s 151
<b>February</b>					
2nd	Multipay Card Registration	55	EP	50.00	Local Government Act 1972 s 151
				314.01	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
15th	K Lawson - salary	52	SO		
19th	CPSL - Invoice 3652	56	DD	14.40	Local Government Act 1972 s 151
				307.77	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
21st	K Lawson - expenses	53	EP		
26th	Sam Middleton	54	EP	8.80	Local Government Act 1972 s 111
<b>March</b>					
				54.98	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
12th	K Lawson - expenses	59	EP		
				314.01	Local Government Act 1972 s 112 (1); Local Government (Financial Provisions) Act 1963, s 5
15th	K Lawson - salary	57	SO		

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

Payee	V.N.	Payment type	Amount £	Empowering Legislation
Ecclesiastical	58	EP	391.34	Public Health Act 1875 s 164

10.8. **Resolved:** To apply for a Limited Assurance Review under the new audit regulations.

**Action:** Clerk to apply

10.9. To consider appointing an external auditor

The Clerk apologised for a typographical error on this point and explained that the external auditor is appointed nationally. She would like to find a new internal auditor with some knowledge of parish councils, rather than simply financial knowledge.

**Resolved:** that the Clerk should find someone suitably qualified.

**Action:** The Clerk to research suitable persons.

10.10. There were no other matters relating to banking and finance

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

Cllr Bellis and the Clerk attended a CALC training on General Data Protection Regulations.

12. It was reported that a grapple stolen from Broomrigg, and a caravan has been broken into.

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

13.1. Potholes and general maintenance (Cllr Bellis)

Cllr Bellis reported that he has logged all the existing potholes on Cumbria County Council's online system. Unfortunately, there are now many new ones due to the recent bad weather. Cllr Vear reported that the road surface at Ainstable crossroads is very badly cracked. County Cllr Driver encouraged reporting of potholes using the online system.

13.2. Cllr Robinson reported that, following the recent snow, the residents at Townhead, Newbiggin have asked for a grit bin at their end of the village. Cllr Robinson suggested there should also be one by the post box.

Action: Cllr Vear will survey all the grit bins in the parish to identify which are broken; the new ones can be requested at the same time the broken ones are reported.

13.3. Road signage at both entrances to Croglin (Cllr Ritchie)

This item to be raised at the next meeting as Cllr Ritchie was absent.

13.4. There were no other highways matters arising.

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

14.1. Dog gates on stiles (Cllr H Proud)

This item to be raised at the next meeting as Cllr H Proud was absent.

14.2. Cllr Robinson reported that the stile on footpath 301044 adjacent to her property in Newbiggin is generally impassable due to nettles, and that there is a problem with domestic animals escaping from her property through the stile. She has approached CCC to request the stile be changed to a gate.

Holly bush at entrance to footpath still blocking stile – Clerk to report to footpaths officer again.

15. The Chairman reported that General Data Protection Regulations (GDPR) come into force in May. The Clerk is working on the necessary documentation to bring the parish council into compliance.

16. **Resolved:** to approve and adopt the following policies and procedures:

16.1. Health & Safety (Appendix 3)

16.2. Code of Conduct (Appendix 4)

16.3. Freedom of Information (Appendix 5)

16.4. Complaints (Appendix 6)

The policies were signed by the Chairman and Clerk.

17. Cllr Bellis reported that there is no change to the development of Broadband in the parish. Whilst Croglin and Ainstable villages have good coverage, the rest of the parish does not. He considers that the line-of-sight boxes being marketed by EE will not solve the issue for the majority of residents.

**Action:** Cllr Bellis to email County Cllr Driver asking her to drive improvements for the parish.

18. Cllr Bellis reported that there is no change regarding fire hydrant maintenance.

**Action:** Cllr Bellis to email County Cllr Driver with details of this issue asking her to intervene.

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

19.1. Cllr Vear reported that the parish council's recent newsletter has been well received. This was the first newsletter for some time and the parish council should aim to publish them more frequently. It was agreed to aim to do two per year, with the next one in Sept/Oct.

20. Cllrs Smith and Robinson are in ongoing discussions with relevant bodies to include Ainstable and the surrounding area in tourist publicity.

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

21.1. The decisions for the following applications were noted:

17/0936	Holme Farm, The Dale	Livestock shed	Granted
17/0975 granted	Copper Hall, Croglin	New house	Granted

21.2. To consider responses for the following application(s):

18/0056	Pump House, Ainstable	Conversion to holiday property Additional sound reduction equipment, air Intake, baffling and engine exhaust silencers for electrical generator	The parish council has concerns about this application, which the Clerk has lodged with the planning officer. The parish council has concerns about this application, which the Clerk has lodged with the planning officer.
18/0130	Field on Road to Ruckcroft		

At this point on the agenda, the meeting had lasted two hours.

**Resolved:** to allow extra time to complete the agenda.

21.3. The Clerk reported that CALC is proposing to run two courses about planning. She has circulated the details to councillors.

**Action:** councillors to let the Clerk know if they wish to attend.

22. To discuss parish land.

22.1. The Clerk reported that she has a volunteer assisting with research on Croglin Quarry.

22.2. The Clerk reported on progress on registration of the land under the Ainstable shelter.

23. To consider correspondence received.

23.1. The Clerk reported that she has been approached by two students wanting to litter pick for their Duke of Edinburgh award. She is looking into the necessary insurance and risk assessment should this go ahead. There was then some discussion about litter in the parish.

**Action:** The Clerk to email County Cllr Driver ask Cumbria County Council to tackle Sustrans on litter.

23.2. It was agreed to encourage vulnerable residents to register themselves for the Utility Priority Services Register.

23.3. The Clerk circulated the most recent Friends of the Lake District Newsletter.

24. Points to be raised at the next meeting.

**Action:** all to email the Clerk with any points.

25. Date of the next ordinary meeting – Tues 15<sup>th</sup> May 2018.

The meeting closed at 21:40.

Signed:

Chairman