

# 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**

Annual General Meetings of  
**Ainstable Parish Council and Ainstable Millennium Green Trust**  
held at Croglin Village Hall at 7:30pm on Tuesday 16<sup>th</sup> May 2017.

Followed by the ordinary bi-monthly meeting of **Ainstable Parish Council**

## **Ainstable Parish Council AGM Minutes**

**Present:** Cllr Vear; Cllr A Ritchie; Cllr G Proud; Cllr J Thirlwall; Cllr C Guise; Cllr H Bellis; Cllr D Bradshaw; Cllr H Proud

District Cllr Mary Robinson

County Cllr Claire Driver

Clerk – Kimberley Lawson

1 member of the public

1. Cllr Vear was proposed as Chairman for the Council Year 2017/18 by Cllr Guise, seconded by Cllr Thirlwall and elected unanimously.
2. The Chairman signed a Declaration of Acceptance of Office, which was received by the Clerk.
3. Cllr Bellis was proposed as a Vice Chairman for the Council Year 2017/18 by Cllr Bradshaw, seconded by Cllr Thirlwall and elected unanimously.

Cllr Smith joined the meeting

4. Mary Robinson was co-opted to the Parish Council by unanimous vote to represent Newbiggin. The Clerk received her signed Declaration of Acceptance of Office.

**Action:** Cllr Robinson to forward her Register of Interests to the Clerk.

5. There were no apologies for absence.
6. The Chairman was authorised to sign the minutes of the council meeting held on Tuesday 21<sup>st</sup> March, 2017 as a true record.
7. The following appointments to outside bodies were made:
  - Cllr Bellis – broadband & highways
  - Cllr Thirlwall - Fellfoot Forward
  - Cllr Thirlwall - Croglin Educational Foundation.  
**Action:** the Clerk to send information regarding the Foundation to Cllr Driver, and add details and the application form to website.  
**Action:** Cllr Robinson to provide the Clerk with the contact details of the Foundation's solicitors as a source of information and documents.
  - Cllrs Smith and Robinson - Tourist Board.

8. **Resolved:** to adopt the Standing Orders for the Council Year 2017/18 with the following amendment: Clause 3w to read "2 hours" in place of "3 hours". The Standing Orders, as amended, were signed by the Chairman and Clerk.

9. **Resolved:** to adopt the Financial Regulations for the Council Year 2107/18, with no amendments. The Financial Regulations were signed by the Chairman and Clerk.
10. **Resolved:** to adopt the Risk Assessment for the Council Year 2107/18, with no amendments. The Risk Assessment was signed by the Chairman and Clerk.
11. **Resolved:** to note the Asset Register. The Clerk explained that the total value of the council's assets has gone up, partly due to her work on the asset register and partly due to the registration of the parish land at Ruckcroft, which had not been previously included as an asset.
12. **Resolved:** to approve the Annual Governance Statement for the financial year 2016/17.
13. **Resolved:** to accept the internally audited accounts for the financial year 2016/17.
14. **Resolved:** to approve the Accounting Statements for the financial year 2016/17.
15. **Resolved:** to appoint Jane Dawes as the internal auditor for the financial year 2017/18.
16. **Resolved:** to make the following annual subscriptions:
  - a. CALC - £180.54
  - b. Friends of the Lake District - £30

## Ainstable Millennium Green Trust AGM Agenda

18. There were no apologies for absence.
19. **Resolved:** to authorise the Chairman to sign the minutes of the last meeting held on Tuesday 17<sup>th</sup> January 2017 as a true record.
20. The council received a presentation on the finances of the Trust.

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21. Open Meeting - for discussion of matters of general parish concern (10 mins).  
Cllr Driver addressed the meeting.  
**Action:** the Clerk to include a slot on future agendas for her update.

### Parish Council Meeting

22. Cllr Guise declared an interest in item 25f, as she is a member of the PCC for St Michael and All Angels Church.
23. There were no apologies for absence.
24. Updates on current projects and issues:
  - a. The Clerk reported that the council has been awarded £1,000 in grants for the shelters to date. The shelters are one of the projects being voted on at Tesco in Carlisle to receive funding from their Bags of Help scheme. The Clerk approached EDC Community Fund regarding a grant but they seemed unwilling as the shelters are primarily for children. Cllr Robinson reported that the shelters have gone forward to the local committee at CCC.  
**Action:** Cllr Vear to start process of putting in shelter at Ruckcroft.  
**Action:** Cllr Robinson to follow up with EDC community fund, to point out that the shelters can also be used by Fellrunner passengers.
  - b. Cllr Bellis reported that the existing bench at Longdales does not currently need replacing and that residents in Ruckcroft may not need a bench as there will be a bench in the bus shelter. There are still two old benches on the Green.
  - c. Cllr H Proud has requested quotes from two contractors for Dog Stiles but has received nothing. She is going to approach other contractors.
  - d. Cllr Bradshaw circulated costings for the Armathwaite Bridge car park scheme. Plans ideally to include a footpath to the car park and landing stage by the river for use by canoeists. This will also provide disabled access to the river and opens up more grant opportunities.
  - e. The Clerk had no update on footway lighting. Cllr Robinson reported that street lighting is a concern across Eden and that the issue is going to the scrutiny review panel.
  - f. The Clerk has a few items for the next newsletter. The Car Park will be the main item. Information regarding the Croglin Educational Foundation to be included.
  - g. Cllr Smith is compiling information on tourist facilities and activities on the area for tourist brochures for 2018.  
**Action:** all councillors to send any ideas to Cllr Smith.
25. Banking and finance:
  - a. The year-end bank reconciliation has not yet been approved by Cllr Ritchie so will be received at the next meeting.
  - b. The following receipts were noted:
  - c. RN001 – Eden District Council £12,000  
RN002 – R F Gargett £10
  - d. **Resolved:** to make the monthly payment to Cumbria Payroll Services Ltd by Direct Debit.
  - e. **Resolved:** to pay the Clerk's salary by monthly standing order.

- f. **Resolved:** to approve the payment of Bills due (see schedule)
- g. **Resolved:** to make the following Grants:
  - i. Ainstable Church Grass Cutting £750
  - ii. Great North Air Ambulance £500
- h. Cllr Vear reported on the Clerk's annual appraisal (item 36).  
**Resolved:** to increase the Clerk's hours to 30 per month and to make a pay award to SCP 21.
- i. There were no other matters relating to banking and finance.

26. Verbal reports from attendance at outside bodies.

- a. The Clerk reported on the EDC Electronic Planning Consultation she attended. Cllr Robinson reported that this project has been suspended due to opposition.

27. Cllr H Proud recently reported a suspicious van to the Police. The Police were very grateful for the report as the vehicle is known to them; the occupants are suspected metal thieves.

**Action:** The Clerk to include an item in the newsletter encouraging residents to be vigilant.

28. Highways matters arising.

- a. Cllr Bellis reported that there is no update to the drainage work above Heather Glen, that the ditches are full and that they flood in heavy rain
- b. Cllr Vear reported no improvement to the verges above Heather Glen, despite Highways informing land owner of his responsibilities.
- c. Various potholes and general maintenance matters were reported to Cllr Bellis.
- d. Cllr Bradshaw enquired about the change to the 30mph limit. Cllr Robinson reported that it should be done during this financial year.

29. There were no matters to discuss relating to communications.

30. To consider planning applications made and other planning matters.

17/0125 – Restoration & Conversion of buildings at Dale Mill

**Action:** – The Clerk to send an email to the planning department in full support of application and saying the council looks forward to seeing the renovations.

31. There was no update on the development of Broadband in the parish.

32. Cllr Bellis reported that the maintenance of the fire hydrants in the parish is in hand.

33. **Resolved:** to hold an extraordinary meeting discuss creation of a Neighbourhood Plan on Wednesday 21<sup>st</sup> June 7.30pm Ainstable Village Hall.

**Action:** The Clerk to make the booking. Cllr Thirlwall gave apologies.

34. Defibrillators

- a. The Clerk reported that she has placed the order with the Community Heartbeat Trust (CHT) for the defibrillator for the Ainstable kiosk but the invoice is inconsistent with the quote so she has asked this to be looked at.
- b. The Clerk reported that the paperwork for the adoption of the defibrillators Croglin and Newbiggin is underway with the CHT
- c. Action: Cllr Vear to approach the owners of Bluebell Cottage to ask them about becoming guardians of the Newbiggin defibrillator.
- d. The Clerk reported that the signs for the Croglin and Newbiggin defibrillators have gone up but are incorrect. Amended versions have been requested from Andrew Hill.
- e. **Resolved:** To postpone consideration of wording for signage for the Ainstable defibrillator(s) until the kiosk defibrillator has been installed.

35. Parish Land

- a. The Clerk reported that Field 686 in Ruckcroft has been registered with the Land Registry and that she has received the title deeds. She has also received the signed tenancy agreement from Mr Gargett and the rent for the forthcoming year, but not the back rent.
- b. The Clerk reported that a new application is ready to submit to the Land Registry for the Sand Pit by Channel Pool.
- c. The Clerk reported that she has been working on an application for the Land Registry for Croglin Quarry.

36. The Clerk's annual appraisal was discussed under item 25g.

37. The correspondence register was noted.

38. **Action:** any points to be raised at the next meeting should be sent to the Clerk.

39. The next ordinary meeting will be held on Tues 18 July 2017 at Croglin Village Hall. Cllr Vear gave apologies.

Meeting closed at 9.31

Signed: *Kimberley Lawson*

Clerk to Ainstable Parish Council

26<sup>th</sup> May 2017