SILVERDALE PARISH COUNCIL
MINUTES OF MEETING held on
12th November 2015 @ Silverdale Library High Street Silverdale @ 7.00pm

Present:
Councillors: Christopher Spence - Chair (CS), Mr Gareth Snell (GS), Mrs Amelia Rout (AR), Mr Pete Rout (PR), Mrs Amanda Hughes (AH)

There were no members of public were present.
The meeting was bought to order at 7.00pm
Public Participation:
There were no issues raised.

126/15 To receive apologies – Apologies received from Dr T O’Neil (TO). Mrs S Snell and Mrs E Braithwaite were absent. A letter was received from Mr M Nadin to provide his resignation. Clerk to send a letter of thanks from the Parish Council. The letter was noted and it was RESOLVED that the Clerk starts the process for a casual vacancy.

127/15 To resolve that the minutes of the SPC meeting held on 8th October 2015 are correct and for the Chair to sign
RESOLVED that the minutes be accepted and signed as a true and accurate record.

128/15 To approve comments for the following Planning Applications:
15/00879/FUL - Erection of a 3 bedroom bungalow | Builders Yard Park Road Silverdale
Newcastle Under Lyme Staffordshire STS 6LP A letter had been received from a resident on High Street, Silverdale. The contents were noted. There was discussion around the width of the road due to the culvert running alongside. It was noted that the application had been called into the Planning Committee for a decision and that other properties had been built along the road. RESOLVED that the Parish Council raise the concerns in relation to the application regarding the road being used on a frequent basis by dog walkers and children walking to/from school and to the park. Therefore consideration should be given to a traffic management plan and a 20 mph speeding zone plus a designated footpath and street lighting. Clerk to also raise these concerns with Councillor Huckfield.

FYI only - Application for approval of the Contaminated Land Survey scheme as required by condition 10 of planning permission 15/00231/FUL Erection of a 2 bedroom detached dormer bungalow Land Adjacent 44 Vale Street Silverdale Newcastle Under Lyme Staffordshire Ref. No: 15/00231/CN10

Proposed 8 no. semi detached dwellings - Conservative Club Bowling Green Kinsey Street Silverdale Newcastle Under Lyme Staffordshire STS 6JL Ref. No: 15/01001/FUL – This was a late addition to the agenda. The Clerk has requested an extension for comments to the next meeting however in the event of the extension not being agreed delegated authority was granted to the Clerk to make comments. These comments would include a request for adequate parking spaces being made available as the properties may become student accommodation and drainage concerns as the rear of the site is flooded on regular basis therefore there could be additional water run off onto the highway if it is a non permeable surface.

129/15 To note the request for a By Election due to the Casual Vacancy
It was noted that a by election request had been received at the Borough Council. It was unclear whether or not a second election would be called at this stage. Notice of Poll will be displayed on 30th November. Discussion took place regarding the likely number of polling stations and that there may not be a need for polling cards. Julia Cleary is expected to write to the Parish Council shortly. If time is available then it will be discussed in full at the next meeting, otherwise a decision will be taken by the Clerk in consultation with the Council.

130/15 To receive an update on the purchase and installation of a new bus shelter at Scot Hay Road and further actions required – Mr C Spence
The Clerk and the Chair had attended a meeting with Bob Wright of Staffs County Council regarding the proposed shelter. It was noted that with a minor modification to line up the entrance with the path, Bob was happy with a 3 bay shelter with a staggered entrance. A consultation had been carried out and it was noted that all except the two who live behind the shelter were in agreement. However their concerns related to visibility and rubbish collecting due to the school children hanging around their drives. Bob felt that as the shelter would be transparent this would be acceptable. A litter bin would also be included in the shelter. It was RESOLVED that as long as the costs did not exceed £4000 for the new shelter, the Clerk could place the order (and suspend financial regulations) to appoint the contractor. As soon as the drawings are received it was approved that the Clerk would submit a planning application.  

To consider any further action with respects to the crossing at St Luke’s Primary School (if information received from Highways)  

The statistics were provided from Highways regarding Pepper Street and Scot Hay Road. Scot Hay Road had been surveyed this year and it showed that there was a speeds of up to 43 mph at various points. Mrs Nutter is to request that Enforcement action is taken by the Police. Pepper Street was on Cllr Huckfield’s Divisional Highways Programme for surveying in the future. RESOLVED that the Clerk ask for a senior officer from Highways to attend the next meeting, to fully understand the data collected, what solutions are available and to agree actions. They also requested the earlier data for Pepper Street.  

To consider the purchase of grit bins and Icebusters scheme – Mr C Spence  

This was discussed and it was agreed that the Clerk would email all Councillors to ask for their suggestions for no more than 2 per ward (maximum 6 x 200L bins). Once these had been obtained, the locations would be sent to Highways to seek their approval and then purchased.  

To consider arrangement for the maintenance of the mining monument and the contents of the consultant’s report – Mrs A Rout  

Mrs Rout provided an update to say that Mr Tait had offered officer assistance to obtain funding to carry out the remedial repairs needed. Noted that Ibstocks may consider funding this scheme. Clerk to circulate the email containing the report to all. It was RESOLVED that Mrs Rout would have permission to progress the enquiry if a funding stream could be identified. It would also be discussed at the next LAP meeting. In the meantime Mr Spence to attend to the weeds and Mrs Rout to ask for the trees to be pruned by Tim James, although this may be next year now. If not then the Neighbourhood Highway team would also be approached.  

To receive an update on the Silverdale Library situation – Mr G Snell  

Mr Snell reported that he had attended a LAP meeting where a presentation had been made from an officer at the County Council. It was noted that the overall ambition is for a community group to take on the running of the library and that there had been conversations held regarding all libraries. It was agreed to await the outcome of the next round in April.  

The position with the mobile library from April 2016 was noted as follows:  

- support deprived areas and retain popular stops which are more than  
- two miles from a library building  
- having only one stop in a community – enabling us to maximise access  
- across the county  
- maintain visits at least once every three weeks  
- serve communities with a length of stay that is determined by use.  

To consider providing responses for the following consultations:

43/15
1. To input into the Newcastle under Lyme Green Space Strategy and Green Infrastructure Strategy and completion of the ‘Great Outdoors Survey’ [click here to view](https://www.newcastle-staffs.gov.uk/all-services/planning/planning-policy/north-staffordshire-green-space-strategy)

All to complete this as soon as possible. CS and AH to include on the local Facebook page.


Mr Snell was given the task of completing this for the Parish Council.

3. Signing the Petition for right for 3rd party Appeal against Planning applications [https://petition.parliament.uk/petitions/110489](https://petition.parliament.uk/petitions/110489)

All to complete this as soon as possible.

4. [www.staffordshire.gov.uk/countrysidereview](http://www.staffordshire.gov.uk/countrysidereview) - The future management of Staffordshire’s countryside parks and green spaces - Options for the management of Apedale Country Park (24th January)

RESOLVED that the Clerk responds to say that the Parish Council opposes anything that will seek to move Apedale away from being a universally open access facility and education centre, with parking available, at no cost to the users.

136/15

To receive an update regarding the draft lease for the ACRES allotment site – Mr C Spence and Mr G Snell

Noted that a meeting had been held with Bill Berryman and, Louise Beeby of the Borough Council to discuss the outstanding issues relating to the lease. The following points were agreed:

- that the site is considered to be free of Japanese Knotweed, however if it arises in the future it will be the responsibility of the tenant to deal with it.
- It is the tenant’s responsibility to ensure that both gates to the Germans are kept closed and locked at all times to prevent fly tipping and security issues in the entrance access road and adjacent land.
- The tenants can, with the approval of the Borough Council, carry out improvements to the site if they wish to.

RESOLVED that the Chair and Vice Chair be authorised to sign the lease agreement.

136a/15

To consider a letter from a resident regarding the Park Road Allotment site – as circulated

A letter had been received from a neighbouring property regarding a tree which was intended to be felled on the boundary of the site. Mr Snell to seek advice from Mr Berryman and Cllr Rout to seek advice from Tim James at the Borough Council regarding the responsibilities of the boundaries in the Lease.

137/15

To consider making a funding application to the Tesco Local Communities Grants scheme to provide funding for the Miners Wheel project – Mr C Spence

It was RESOLVED that Mr Spence could progress this application.

138/15

To approve a draft of the Parish newsletter – Mrs A Hughes

Noted that with the exception of a couple of minor changes, the newsletter was approved. The Parish Council wished to thank Linda Proctor for her efforts in producing the newsletter at no cost to the Council.

139/15

To consider the purchase of a bench as a memorial to Councillor Cairns – Mrs A Hughes

There was already a bench in by the Park Site which had been provided by the Council. It was RESOLVED that the existing plaque would be added to, with a further plaque in memory of Mr George Cairns. Mr Spence and Mrs Hughes to agree the wording with the Clerk. Mr Spence to inform the closest relatives of the suggestion for their agreement.

140/15

To consider projects through the Lengthsman Scheme (current balance is £1409) – note quotes requested for street sign cleaning and clearing leaves from gulleys

Cllr Rout asked that the weeds at Parkfield Close be sprayed as soon as possible. 

RESOLVED that the Clerk instruct the contractor. Noted that a price was awaited from the contractor for clearing leaves off the gulleys. It was RESOLVED to instruct Mr Quick to clean the road and street name signs.
To assign responsibilities to Parish Councillors to meet the Transparency Code for Smaller Authorities
Mrs Spence had produced some suggestions for consideration. It was agreed that this would be circulated to all for consideration and discussed at the next meeting when hopefully Mrs Braithwaite and Mrs Snell would be present. Noted that Dr O’Neil would be out of the country.

To note correspondence received
The correspondence was noted as per the list that had been circulated with the agenda. Additional items received and noted included the following:
- SCC - Diversion of Footpath 18 and extinguishment of Footpath 11
- Highways winter maintenance
- SPCA AGM papers for the 7th December – Clerk to be notified by 27th November if someone can attend to represent the Parish Council.
- Pensions Regulator – Clerk notified the council that their staging date is 1st November 2016. It was agreed to discuss this further at the January meeting. Financial advice would need to be sort to consider other options, if the council did not wish to join the LGPS.

To note the Staffs Parish Council Ass Bulletin received
This was noted as circulated.

To approve the training requests to attend the SPCA training courses 7pm to 9pm (£20 1st delegate, £15 2nd and £10 onwards):
- Parish Councillor training 10th December

RESOLVED that Mr Spence be approved to attend this.

To note the current situation with regards to the appointment of a Parish Clerk and confirm delegation to the HR Committee to interview and appoint

RESOLVED that delegation be approved to the HR Committee (advisory) to shortlist, interview and appoint a Parish Clerk/RFO – subject to satisfactory references. Noted that there had been 3 applications.

To resolve the following with regards to the Natwest Bank account that:
1. The individuals identified as authorised signatories may, in accordance with the signing rules, sign cheques and give instructions for Standing Orders, Direct Debits, Electronic Payments, Banker’s Drafts and other payments on the accounts even if it causes an account to be overdrawn or exceed any limit.
2. Any authorised signatory may give other instructions or requests for information to the Bank in relation to the accounts; opening accounts with the same signing rules and authorised signatories; closing accounts; or other banking services or products.
3. The Bank may accept instructions that do not have an original written authorised signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions.
4. The Organisation will provide to the Bank a copy of its constitution (if it has one) and any amendment to the constitution, certified as correct by the Secretary.
5. This mandate will continue until the Organisation gives the Bank a replacement mandate

RESOLVED that the above resolutions are approved.

Permission to Pay:
- To agree a donation towards Audley Rural Parish Council for the use of the PC and Printer

RESOLVED that a donation of £50 be approved.
- To transfer the balance of the Santander accounts to the Natwest Account

RESOLVED that due to the issues with Santander, the existing signatories be asked to sign the BACS authorisation or cheque to allow the transfer of the balances to the new account once set up.
RESOLVED that the following payment be authorised for payment.

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<th>Description</th>
<th>Gross</th>
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<tr>
<td>22284</td>
<td>HMRC Tax and NI Nov</td>
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<tr>
<td>22285</td>
<td>C Withington Clerk - Nov and expenses</td>
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<td>22286</td>
<td>Redoko/Appalause</td>
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<td>22287</td>
<td>SPCA Training</td>
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<td></td>
<td><strong>Total</strong></td>
<td><strong>2570.17</strong></td>
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To note income recd:

- 02.09.15 Interest Bsavings 8.98
- 02.10.15 Interest Bsavings 8.69
- 02.11.15 Interest Bsavings 8.98

Meeting was closed at 8.40pm

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON
THURSDAY 10 December 2015 @ 7.00pm Silverdale Library