

SILVERDALE PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on****Thursday 14th March 2019 at Silverdale Working Mens Club, High Street, Silverdale at 6.30pm****Present:**

Chair – Cllr A Rout (AR), Mr M Melvin (MM), Mr J Wu (JW), Ms C Jarratt (CJ), Mr A Sutcliffe (AS),

Clerk – Mrs C Withington

The meeting was brought to order at 6.30pm.

One Member of public present

Cllr Jones (DJ) attended part way through

Ref	Item	Action
	To nominate a Chair for this meeting It was RESOLVED to elect Cllr Mrs A Rout for Chair of this meeting.	
21/19	Public Participation: One member of public asked about the Church Street traffic and speeding issues as raised previously. This had been reported to Cllr Jones for inclusion on his Divisional Highways Programme. It was noted that this would take a number of months to look into and if it materialised into a project could take years to deliver based on other projects. AR to report HGVs using Church Street, once the information had been forwarded by the resident. HA to be asked to carry out the Community Speedwatch in that area.	AR HA
22/19	To receive apologies (in writing to the Clerk) – Mr H Adamczuk, Mr C Spence, Mr K Sukumaran	
23/19	To resolve that the minutes of the SPC meeting held on 14th February 2019 are correct and for the Chair to sign (copy attached) RESOLVED to sign as a true and accurate record. The minutes were signed at the meeting.	
24/19	HLF bid update Mining Monument: Sarah Bonham to provide an update To agree the Press release, Photo call arrangements, Appointment of Works Construction project manager – to approve the brief and quote (exclude public) and Tendering arrangements for the work It was noted that Sarah Bonham would be attending the next PC meeting when more information was available. In the meantime it was RESOLVED to deliver the project in line with the approved bid, which includes appointing a Works Project Manager in line with the approved brief and budget of £1200. A site meeting is being held next week with a potential consultant and a quote will be obtained after this. Subject to the quote being in line with the budget and relevant experience it was APPROVED to appoint the individual as the Works Project Manager. It was also agreed to approve the press release, following input from the Chair HA. It was RESOLVED that it would be more appropriate to have a press call for all those involved in raising funds for the original subscription at the end of the work. However key local people will be invited for a photocall when the press release is issued.	April Next agenda Clerk HA
25/19	Park Site shops plans – update on presentation for future meeting It was noted that Aspire were unavailable for this meeting. However they will be attending the April meeting. It was noted that in addition they would be carrying out a wider public consultation around May.	April Agenda
26/19	GDPR (Standing Item) Subject Access Requests/Information Security/Data Breaches The Clerk reminded members of their responsibilities regarding the above. Draft policies – Information Data Breach Policy and Procedure and signing of Acceptable User Policy by all – see Appendix A - It was agreed to remove the reference to Audley from the Acceptable User policy. The signing sheet will be signed at the next meeting. The Clerk had now had confirmation from the County Council to move over to a County email system for Parish Councillors. RESOLVED to implement this for a trial period.	Next agenda Clerk

27/19	<p>Pepper Street – Underground Fire remediation – To note any further progress</p> <p>The Clerk had requested an update and would chase this up. Additionally it was noted that Professional Remediation would be attending the Keele Parish Council meeting on Tues 19th March at 7pm, Keele Village Hall – all would be welcome to attend. MM was hoping to attend a site visit shortly.</p>	<p>Clerk ALL MM</p>
28/19	<p>To approve comments for the following Planning Applications (please click on the link to view):</p> <p><u>19/00087/FUL Single storey rear extension and alterations 56 Sutton Avenue Newcastle Under Lyme Staffordshire ST5 6TB</u> – RESOLVED that there be no comments.</p> <p>It was noted that a further 2 planning applications had been received in relation to Pepper Street conditions 12 and 9. Delegated authority was given to respond due to the urgency and the deadline falling on 25th March. All to review and forward any comments.</p> <p><u>Application for approval of remedial works to treat mine entries and/or areas of shallow mine workings as required by condition 31 of planning permission 13/00970/OUT.</u> Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QQ Ref. No: 13/00970/CN31</p> <p><u>Application for approval of investigation and risk assessment to assess the nature and extent of any contamination on the site as required by condition 12 of planning permission 13/00970/OUT.</u> Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QQ Ref. No: 13/00970/CN12</p>	<p>ALL</p>
29/19	<p>Planting for preventing ASB by youths on the Mineral Line – Mr A Sutcliffe</p> <p>It was noted that a bid had been submitted for the planting and screening by the LAP. A number of questions had been raised and had been responded to. AS has had a delivery of soil ready. AS to confirm it is acceptable for use with the Borough Council. It was noted that the land belonged to the Borough Council and the platform was the railways. An outcome was awaited on the bid. There was also an issue with the developer leaving the site and jobs remaining outstanding such as the kissing gate, and the collapsed wall along by the platform. AS to speak to AR regarding these issues. It was agreed that ongoing ASB reports should be made to 101. There had been some damage to the play equipment on Heritage Park. MM noted that these costs would now fall to the management company, which would be recharged to the residents on Heritage Park.</p>	<p>AS AR</p>
30/19	<p>Issues with Heritage Park LEAP and footpath access – Mr M Melvin</p> <p>There were still issues with the steep gradient on Heritage Park, which should have been resolved during the play ground work. There were also 6 benches outstanding. MM noted there is some subsidence under the bridge also. MM has contacted Becky Allen and Elaine Moulton at the Borough Council to arrange a site visit. AR to be informed if nothing is received.</p>	<p>MM AR</p>
31/19	<p>An update regarding the LAP Skateboard ramp funding applications and to agree a letter drop to residents surrounding the site, a bid to Red Industries and Ibstocks – Cllr A Rout/Mr H Adamczuk</p> <p>A meeting had been held. There are a number of funding options available including Police and Crime Commissioner, Red Industries and Ibstocks. The costs are nearer to £45k if concrete is a feasible option. Jen Hough is obtaining a full quote. It was agreed that match funding from the Parish Council might be available for the Red Bid subject to consultation and the final amount. However, we need to speak to the youth groups to ask them what they want put there. AS/AR/MM would consult with them. Additionally a letter drop will be carried out by HA which will need to be carefully worded in conjunction with Newcastle Borough Council. This will need to include the residents and shops surrounding that area. It was also agreed to find out what is happening with the Bowling Green.</p>	<p>AR AS MM HA AR Next agenda</p>

32/19	<p>To approve a request from the Chair to attend a conference in London regarding Housing Need Assessment at a cost of £306 for one delegate (including VAT of £51.00) to include travel costs of £77.80 RESOLVED to approve these costs.</p>	HA																											
33/19	<p>To consider any grant applications (SPC Grant Programme £1500) – St Lukes Primary School regarding parking signs for pavements £500 RESOLVED to approve the bid for £500. It was also RESOLVED to approve in principle a bid from the Silverdale Primary Academy for the same signs up to £500. AR to arrange for an application to be submitted.</p>	Clerk AR																											
34/19	<p>To agree the job description and advert for the Handy man position – Mr C Spence/Mr A Sutcliffe AS circulated a draft job description for comments. It was agreed to base it on a self employed basis on 10 hours per week at £9 per hour to see what the interest is. There was some concern over whether we could expect the individual to provide their own equipment or the Parish Council and it was felt that we should provide it along with the appropriate training. MM, AS and DJ will convene to firm it up.</p>	DJ MM AS																											
35/19	<p>To note correspondence received:- See Appendix B – This was noted.</p>																												
36/19	<p>To note the Staffs Parish Council Assoc Bulletins received: - See Appendix C – This was noted. To renew the Annual subscription at a cost of £582 – RESOLVED to approve this cost.</p>	Clerk																											
37/19	<p>To receive an update from the Borough Councillors and County Councillor DJ updated the meeting to say that he was progressing the issues at Silverdale Sidings with Guy Benson. Also in relation to flooding at Sneyd Terrace/Brighton House with regards to additional grids. With regards to the Pepper Street/Scot Hay roundabouts, it had been confirmed that it was in this year’s programme for progression. Other matters included looking at Church Street in relation to traffic calming. AR will put forward some suggestions. Additional grids in the road by Garners Garden Centre. All were encouraged to report the Walleys Quarry landfill issues eg smell, wagons, dust etc to the Borough Council at their website, which has a page dedicated to it. AR reported that the damaged verge and layby is also being looked at by the Borough Council (Simon Long), as it is the gateway to Silverdale cemetery. It was noted that there is a local gin produced in Silverdale. DJ reported that the community fund format has changed and they are now looking for intergenerational projects. All to think about any potential ones to put forward.</p>	AR ALL ALL																											
38/19	<p>To note the outcome of the audit for the ACRES Allotment accounts (year ending Feb 2019) The Clerk has seen the accounts and subject to a minor error was happy that all was in order. Suggestions had been made regarding the future organisation of the accounts.</p>																												
39/19	<p>To approve the Payments schedule and note receipts and to note the budget update Appendix D RESOLVED to approve the following payments. Payments:</p> <table border="1" data-bbox="296 1659 1369 2067"> <thead> <tr> <th>CHQ / BACS NO</th> <th>PAYMENTS</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>bacs 089</td> <td>SPCA Subs</td> <td>582.00</td> </tr> <tr> <td>bacs 090</td> <td>Xtraweld End Plate Miners Wheel</td> <td>644.40</td> </tr> <tr> <td>bacs 091</td> <td>C Withington Clerk -March salary and expenses</td> <td>549.84</td> </tr> <tr> <td>bacs 092</td> <td>HMRC Tax and NI March</td> <td>128.60</td> </tr> <tr> <td>bacs 093</td> <td>Staffordshire Pensions March</td> <td>196.41</td> </tr> <tr> <td>bacs 094</td> <td>St Lukes Primary School signs</td> <td>500.00</td> </tr> <tr> <td>bacs 095</td> <td>Silverdale Primary School signs</td> <td>500.00</td> </tr> <tr> <td colspan="2"></td> <td>3101.25</td> </tr> </tbody> </table>	CHQ / BACS NO	PAYMENTS	Gross	bacs 089	SPCA Subs	582.00	bacs 090	Xtraweld End Plate Miners Wheel	644.40	bacs 091	C Withington Clerk -March salary and expenses	549.84	bacs 092	HMRC Tax and NI March	128.60	bacs 093	Staffordshire Pensions March	196.41	bacs 094	St Lukes Primary School signs	500.00	bacs 095	Silverdale Primary School signs	500.00			3101.25	
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RECEIPTS		
25.02.19	Park Road Allotment rent until March 2020	2.00
28.02.19	Interest Feb	5.61
05.03.19	50% HLF grant funding	36400.00

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON
 Thursday 11th April 2019 @ 7.00 pm Silverdale Library following the Annual Parish meeting at 6.30pm

ANNUAL PARISH 6.30PM TO 7.00 PM

To include the Chairs Annual Report

Future dates include (6.30pm Silverdale Library Thursday): 9th May, 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December