

SILVERDALE PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on****Thursday 14 November 2019 at Silverdale Library, Silverdale at 6.30pm****Present:**

Chair – Mr H Adamczuk (HA), Mr C Spence (CS), Mrs T Spence (TS), Mrs C Jarrett (CJ), Mr J Wu (JW), Mr A Sutcliffe (AS), Mrs C Mrozicki (CM) Clerk – Mrs C Withington

Sarah Bonam attended for part of the meeting

The meeting was brought to order at 6.35pm

No members of public

Ref	Item	Action
185/19	To consider the Co-Option applications of Parish Councillor Vacancy RESOLVED to appoint Chrissy Mrozicki. CM signed the declaration of acceptance of office at the meeting.	
186/19	Public Participation: Chair No members were present.	
187/19	To receive apologies (in writing to the Clerk) BCllr Mrs A Rout (AR), Mr K Sukumaran (KS), Mr M Melvin (MM)	
188/19	To resolve that the minutes of SPC meeting held on 10th October 2019 are correct and for the Chair to sign (copy attached) RESOLVED that this be signed as a true and accurate record. The minutes were signed by the Chair.	
189/19	Policing Update There was no police present at the meeting. Update regarding installation of kissing gates and fencing along Mineral Line to stop entry and exit of illegal motorbikes onto Heritage Park and Silverdale Sidings The Clerk had submitted the quotes to the Borough Council who had raised some questions. A revised quote was received based on the changed spec and it was RESOLVED to seek to install the bow top fence at 1500 or 1300 if possible up to a maximum of £4000. If this is not possible the Clerk was authorised to go ahead for the revised price of £3662.	Clerk
190/19	Update on the Silverdale Skate Park consultation (Amelia/Chair) Noted that a bid for Red Industries is being progressed to balance less the funding already secured will be sort from Red – approx. £60k. The Clerk circulated a letter of support which was signed by all present. It was noted that Cllr Rout and CS have door knocked all the properties surrounding the park with no negative comments.	
191/19	Mining Monument progress (HLF bid) – Sarah Bonam <ol style="list-style-type: none"> 1. Update on Community Engagement activities - Film Night Sat 23 Nov at 18:30 Jamland 1 & 2 film showing (plus other showing inc Proud Valley 06.04.20), Scratch and Sniff Theatre, Dalien singers and lantern parade, and other activities –A report had been circulated before the meeting which was noted and agreed. Sarah provided a verbal update on a number of issues such as room bookings for the lantern parade. 2. To approve a quote to appoint a Project manager/conservator to oversee the capital works (budget allocated £1200 – less time incurred for original appt (£750)) and to receive an update on the current programme for the capital works – RESOLVED to appoint Drakon as the Project Manager up to £1700 net. The Clerk will contact Mr Lowe to identify and agree any abortive costs. 3. To receive a budget update – This was noted and it was likely that there may be a small underspend of £2k, which is likely to be allocated to the new Project Manager role. 4. To approve the appointment of a contractor to produce a banner at a cost of £1500 – RESOLVED to approve the appointment and sign the contract. 	Clerk SB

	<p>5. To approve the appointment of a contractor to carry out the research at a cost of £1200 – RESOLVED to approve the appointment and sign the contract.</p> <p>6. To sign the contract for the lantern parade provided by B-Arts – RESOLVED to sign the contract as per the previous agreement.</p> <p>7. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts) – None.</p>	SB SB
192/19	To approve a quote to repair the bus shelter (Stonewall Place) following criminal damage (£225.00) RESOLVED to approve the quote. Clerk to ask if there is a thicker grade of Perspex if this occurs again.	Clerk
193/19	To agree a draft Budget for 2020/2021 for consultation in December and approval in January – See Appendix A A discussion regarding the draft budget was held. It was noted that this year we had unexpected spend due to ASB issues. RESOLVED to approve the draft budget and invite comments at the next meeting in December with a view to approving it in January 2020. The Parish Council stated that in order to meet any budget shortfalls they may look to increase it up to 5% but this needs to be agreed. Newsletter to include that members are unpaid volunteers.	Clerk
194/19	Keele Growth Corridor – feedback from meeting with NBC Noted that the Borough Council were holding 2 further workshops on 27 th November and 9 th December – 6pm to 8.30pm. HA to attend with CS and JW, and AS if necessary. It was noted that the Parish Council continued to object to the development on the green belt site.	HA CS JW AS
195/19	Walley's Quarry Landfill Licence Variation: Update following consultation response (Change of Discharge Limit under Environment Agency Licence from 300,000 to 400,000 tonnes per year) Walley's Quarry Licence Variation – This is outstanding. To note resident's complaints regarding the smell and lorries parking – These have been reported to Red Industries following an increase in odour and also haulage trucks parked along Silverdale Road. It would seem that they are being stacked there awaiting Red to allow them on site. It was also noted that lorries are carrying out U-Turns by the traffic lights after being refused entrance by Red. This will be raised at the next Liaison meeting on 21 st November. CS to approach DJ for Health England information regarding asthma statistics for the area.	CS DJ
196/19	To note the request regarding car park spaces at the Parade and any further action required The Clerk is awaiting information from Aspire and Newcastle Borough Council, regarding signage and remarking the bays.	Next agenda
197/19	Community Payback Ranger Service- Update on Work List and progress Work has progressed over recent weeks with good results. However it now seems that due to low numbers they may need to combine work with the Newcastle teams. The Clerk and Chair are meeting Community Payback and the Borough Council on Monday 18 th November.	
198/19	To approve comments for the following Planning Applications (please click on the link to view): Prior notification of a single storey rear extension measuring 3.5 m in depth, 3.5 maximum height and 2.3m to the eaves 22 Tregew Place Silverdale Newcastle Under Lyme Staffordshire ST5 6PG Ref. No: 19/00820/LEXNOT – Noted. Retention of change of use of land to garden, change in levels of garden and erection of walls and fences 26 Halfway Place Silverdale Newcastle Under Lyme Staffordshire ST5 6EQ Ref. No: 19/00791/FUL – Noted no objections. Retention of orangery at rear of dwelling 3 Underwood Road Silverdale Newcastle Under Lyme Staffordshire ST5 6QG Ref. No: 19/00538/FUL – Noted no objections.	

	<p>To note the latest position with the Joint Local Plan It was noted that this has been put on hold until after the elections.</p>	
199/19	<p>Data Protection (standing item) Data breaches/Subject Access requests/Information Security – reminder of responsibilities - All were reminded of their responsibilities. Feedback regarding County Council email for all Councillors – All to change across and notify the Clerk. CS is available to assist in the setting up. To consider quotes to ensure the website is compliant with accessibility regulations – RESOLVED to approve a quote of up to £600 to bring this into line with the requirements. Facebook management to be on the next agenda.</p>	<p>Clerk Next agenda</p>
200/19	<p>To consider any grant applications (SPC Grant Programme £1500) None.</p>	
201/19	<p>Christmas 2019 events (remaining budget £400) To approve a grant application for a Christmas village party (£500) – Sat 7th December from 11am to 1pm ‘The Big Family Christmas Party’ – RESOLVED to award the funding of up to £500, and to seek the receipts and invoices from last year. To approve a leaflet and delivery arrangements to promote the Christmas events/budget – RESOLVED to issue a newsletter and to deliver through a paid agency. To note the arrangements for the 2 x Christmas Trees at Parksite (£150) and lower Parade (£150) and to agree the arrangements for lights to be purchased (£100) – RESOLVED that the Clerk will obtain lights for the trees and pass onto the relevant people. To consider the arrangements for the Parade Christmas lights switch on Friday 6th December at 7pm and to approve funding of £200 – RESOLVED to reimburse Peter Piper for £200 following receipts and paid invoices.</p>	<p>Clerk Clerk Clerk Clerk</p>
202/19	<p>To note correspondence received:- See Appendix B Concerns regarding the uncut footway along between Cemetery Road and Park Road – RESOLVED to ask Community Payback to attend to this.</p>	
203/19	<p>To note the Staffs Parish Council Assoc Bulletins received: - See Appendix C - Noted</p>	
204/19	<p>To receive an update from the Borough Councillors and County Councillor, and Western Communities LAP Chair Mr H Adamczuk Noted that the next meeting was to be held in December. No further update available.</p>	
205/19	<p>To approve the Payments schedule and note receipts To approve the Clerk’s extra hours worked in relation to HLF, Skatepark, Newsletter and Community Payback – RESOLVED to approve these. RESOLVED to make the payments in accordance with the attached schedule.</p>	<p>Clerk</p>

Signed..... Dated

CHQ / BACS NO	PAYMENTS	Gross
bacs 067	C Withington Clerk -Nov Salary and expenses Additional Hours Oct/Nov x 11.5 (CP, HLF, News, Skate mtgs)	650.57
bacs 068	HMRC Tax and NI Nov	181.15
bacs 069	Staffordshire Pensions Nov	246.93
bacs 070	S Bonam Project Manager HLF Oct	600.00
bacs 072	V Simpson Social Media HLF Oct	300.00
bacs 073	Elim Church donation towards Xmas party	500.00
bacs 074	Aspire Grant Xmas trees x 2 Parade (B) and Parksite	300.00
bacs 075	Peter Piper Xmas lights switch on £200	200.00
bacs 076	C Withington Christmas lights for trees x 2 £100	100.00
bacs 077	Letting in the Light (Badge workshop)	50.00
	Total	3145.65
RECEIPTS NIL		
206/19	To approve date for the next meeting – Mon 16th December (from Thurs 12th December) RESOLVED to approve the date change.	

The Chairman thanked the Councillors for their attendance and closed the meeting at 20:40

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON
Monday 16th December 2019 @ 6.30pm – 7.30pm Silverdale Library

Future dates include (6.30pm Silverdale Library Thursday): 9th January 2020, 13th February 2020,
12th March 2020, 9th April 2020

SILVERDALE PARISH COUNCIL DRAFT BUDGET 20/21

Budget Heading	EXPENDITURE				
	2019-20		19-20 Current Spend	19-20 Expected Outturn	20-21 Draft budget
	Amended Budget May 19				
POWERS - PC ADMINISTRATION	£ 13,760	£ 8,814	£ 15,304	£ 15,500	
Clerk's Salary/PAYE/NI/Pension/Locum	£ 10,260	£ 6,170	£ 11,170	£ 12,000	
Chair allowance	£ 250	£ -	£ 250	£ 250	
Expenses/Postage	£ 650	£ 246	£ 650	£ 650	
Office Equip/Stationary/Printing	£ 600	£ 355	£ 600	£ 600	
Subs/Ins/Fees/Audit Fees/Training	£ 2,000	£ 1,409	£ 2,000	£ 2,000	
VAT (Cost neutral as reclaimed)	£ -	£ 633	£ 633	£ -	
POWERS & DUTIES	£ 13,380	£ 12,833	£ 22,946	£ 16,230	
Allotments (inc Tree work 2020)	£ 500	£ -	£ 500	£ 2,000	
Mining Wheel (retention, plaque, interpretation board)	£ 1,000	£ 1,757	£ 1,757	£ 1,000	
HLF Grant (£36k and Match funding £3k)	£ -	£ 4,809	£ 4,809	£ -	
Comm Safety (match funding measures)	£ 650	£ 557	£ 650	£ 2,000	
Election Contingency (Bi Election)	£ -		£ -	£ -	
Entertainment & the Arts (eg Xmas parties, youth activities etc)	£ 1,500		£ 1,500	£ 1,500	
General Powers	£ -		£ -	£ -	
Highways (inc provision of Grit Bins £500 and refill and culvert cleaning, signs)	£ 1,000		£ 1,000	£ 1,000	
Land (appropriate) (Bonfiglio lease £1pa)	£ -		£ -	£ -	
Litter collector/ranger (10 hrs pw @ £9 ph)plus tools/equipment £1200	£ 5,230		£ 5,230	£ 5,230	
Newsletter/Website/Publications	£ 2,000	£ 826	£ 2,000	£ 2,000	
Assets (maintenance & cleaning inc Bus shelters)	£ 1,500	£ 60	£ 1,500	£ 1,500	
Misc (refunded Grant error NBC)		£ 4,000	£ 4,000		
CONCURRENT FUNDING - Sec 136 (£1518) corrected amount recd	£ 2,234	£ -	£ 3,350	£ -	
Fencing Mineral Line	£ -		£ 3,350	£ -	
	£ -		£ -	£ -	
Grants - Sec 137 (if no other power exists)	£ 2500	£ 952	£ 2500	£ 2500	
Flowers / Plants	£ 500	£ 452	£ 500	£ 500	
Grant applications	£ 2,000	£ 500	£ 2,000	£ 2,000	
Miners wheel (Tesco, Cllr fund, Red)	£ -	£ -	£ -	£ -	
Total	£ 31,874	£ 22,599	£ 44,100	£ 34,230	