

**SILVERDALE PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING held on****Monday 16<sup>th</sup> December 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),  
BCllr Mrs A Rout (AR), Mrs C Mrozicki (CM) Clerk – Mrs C Withington

The meeting was brought to order at 6.30pm

PCSO Edge attended for item 211/19.

<b>Ref</b>	<b>Item</b>	<b>Action</b>
207/19	<b>Public Participation: Chair</b> – No members of the public were present.	
208/19	<b>To receive apologies (in writing to the Clerk)</b> Mr A Sutcliffe (AS), Mr M Melvin (MM)	
209/19	<b>To resolve that the minutes of SPC meeting held on 14th November 2019 are correct and for the Chair to sign (copy attached)</b> <b>RESOLVED</b> to sign the minutes subject to a correction to item 190/19 (sort was amended to sought). The minutes were signed as a true and accurate record at the meeting.	
211/19	<b>RESOLVED</b> to bring this item forward. <b>Policing Update</b> It was noted that the bikes would be collected by PCSO Edge for use by the police. It was also noted that 2 trials bikes had been purchased by Staffordshire Police, to use across the county. PCSO Edge did not have any policing statistics to provide, so he was asked to request that these are emailed over by PCSO Bryan. The stats are also fed back to the LAP. <b>Further approval regarding costs for the installation of kissing gates and fencing along Mineral Line to stop entry and exit of illegal motorbikes onto Heritage Park and Silverdale Sidings</b> It was noted that a meeting had been held with Peter Stepian and the contractor, with Mr Sutcliffe. An alternative quote was being obtained which meets the needs of the Borough Council. The Clerk reported back that fencing higher than 1.2m was not available, and the Police confirmed that this was not necessary, as in their experience people do not sit on bowtop.	
210/19	<b>To receive public comments and further agree a draft Budget for 2020/2021 for final approval in January – See Appendix A</b> There were no public comments received. It was noted that the budget will need to be set at the next meeting. - <b>Contribution to Rural parking warden?</b> – <b>RESOLVED</b> to support a warden which would be shared across parishes in principle, subject to the costs being confirmed. If it does go ahead then the funds may come from reserves rather than impacting on the Precept. - <b>Council tax base impact on Precept</b> – This was noted. The draft budget was approved as at Appendix A, to be finally approved in January. It was noted that the Band D Precept for next year would be £18.98, which would be an increase (Annual) of £0.66 or weekly increase of £0.01. The current Precept Band D 19/20 per annum is £18.32.	
212/19	<b>To adopt the revised NALC model Disciplinary and Grievance Policy- see attached Appendix B</b> <b>RESOLVED</b> to adopt the two policies as circulated.	
213/19	<b>Mining Monument progress (HLF bid) – Sarah Bonam</b> 1. Update on Community Engagement activities - Film showing inc Proud Valley 06.04.20), Scratch and Sniff Theatre, Dalien singers and lantern parade, and other activities – An update was circulated by the Project	

	<p>Manager outside of the meeting. This was noted and agreed. The next memory collecting event will be on 14<sup>th</sup> January.</p> <p>2. To approve the costs of a Poem and performance £300 <b>RESOLVED</b> to approve this. HA to remind the Project Manager of similar work carried out by Keele University.</p> <p>3. To approve the abortive costs for the Works Project manager and to receive an update on the current programme for the capital works and tendering arrangements <b>RESOLVED</b> to pay £150 for the abortive costs. It was noted that the tendering arrangements would be commenced after Christmas through the Borough Council. This was agreed along with the specification as circulated earlier.</p> <p>4. To receive a budget update – This had been circulated outside of the meeting, and was noted.</p> <p>5. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts) – None.</p>	Clerk HA
214/19	<p><b>Keele Growth Corridor – feedback from meeting with NBC</b></p> <p>Two meetings had been attended by JW, CJ and HA. Feedback was provided and it was noted that they are collecting information on the needs and wants of the community. It was however noted that the Parish Council are still objecting to the development.</p>	
215/19	<p><b>To note action taken regarding removal of boundary hedge and trees between The Acre Allotments and Marie's way</b></p> <p>It was noted that they had carried out some invasive work and removed the boundary hedge. This had been reported to the Borough Council by HA. Further information to be sent to the Planning Enforcement officer as soon as possible, via the Clerk – HA to send the info over. It was also agreed to report the issues with the filled in brook and bat boxes to the Environment Agency, and also the County Council flooding team regarding the brook. Cllr Rout to be copied in as well.</p>	HA AR Clerk
216/19	<p><b>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</b></p> <p>Noted that the FOI response was still outstanding along with the air quality report. It was however noted that they had been permitted to increase the tonnage temporarily for 1 year to 400000 tonnes. The notes from the meeting held on 21<sup>st</sup> November were circulated. HA to write to Aaron Bell MP to ask for a detail breakdown of what his plans are regarding action to be taken to address the issues.</p> <p><b>To note resident's complaints regarding the smell and lorries parking – Noted.</b></p>	HA
217/19	<p><b>Community Payback Ranger Service- Update on Work List and progress</b></p> <p>It was noted that the team are undergoing redundancies. It was agreed to write to Aaron Bell MP to request that he asks the Home Office minister how they will supervise the offenders if they are making the supervisors redundant.</p>	Clerk
218/19	<p><b>To provide comments on the Heritage Park/Scot Hay Road/Pepper Street – proposed Traffic calming measures</b></p> <p><b>RESOLVED</b> to support the scheme, but to query if there is a budget available to replace the bollards when they are damaged by HGVs and buses etc.</p>	Clerk
219/19	<p><b>To provide comments on the Footpath 21 diversion (currently runs through Silverdale Primary School)</b></p> <p><b>RESOLVED</b> to support the diversion. The Clerk was also asked to report the obstructions to Footpath 22 to the Borough Council (landowners) and Rights of Way officer.</p>	
220/19	<p><b>To approve comments for the following Planning Applications - NIL</b></p> <p>To note the latest position with the Joint Local Plan – On hold until Spring 2020 – Noted.</p>	

	To note the input into the Borough Council's Playing Pitch Field Strategy consultation – Noted.																																																				
221/19	<b>Data Protection (standing item)</b> Data breaches/Subject Access requests/Information Security – reminder of responsibilities – This was noted. Feedback regarding County Council email for all Councillors – All to move across.																																																				
222/19	<b>To consider any grant applications (SPC Grant Programme £1500) – None</b> It was agreed to consider an application from the Church for a village pantomime next year. JW to liaise with the Church. The Clerk informed JW that the Church was still outstanding receipts from the 2 previous grants.	<b>JW Next agenda</b>																																																			
223/19	<b>To note correspondence received:- See Appendix C</b> The Mayor and Consort Civic Carol Service to be held at St Giles' Church, Newcastle ST5 1QS on Sunday 22 December, 2019 from 6.30pm RSVP – Noted.																																																				
224/19	<b>To note the Staffs Parish Council Assoc Bulletins received: - See Appendix D –</b> Noted.																																																				
225/19	<b>To receive an update from the Borough Councillors and County Councillor, and Western Communities LAP Chair Mr H Adamczuk</b> There was no further update from the Borough Councillors. The minutes from the LAP update were circulated. PC Cavendish is now moving to Hanley and will be replaced. Darren Green from the Borough Council will be the LAP champion.																																																				
226/19	<b>To approve the Payments schedule and note receipts – RESOLVED</b> to approve the below payments. To approve the Clerk's attendance at SLCC conference £92.80 in February (pro rata) – <b>RESOLVED</b> to approve.																																																				
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The Chairman noted that he would be resigning from January as the Chair due to his commitment to chairing the LAP and the ongoing projects. This will be discussed on the next agenda to elect a new Chair. The Chairman thanked the Councillors for their attendance and closed the meeting at 19:50.

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON  
Thursday 9<sup>th</sup> January 2020 @ 6.30pm Silverdale Library

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

## SILVERDALE PARISH COUNCIL DRAFT BUDGET 20/21

Budget Heading	EXPENDITURE			
	2019-20 Amended Budget May 19	19-20 Current Spend	19-20 Expected Outturn	20-21 Draft budget
<b>POWERS - PC ADMINISTRATION</b>	£ 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	£ -
<b>POWERS &amp; DUTIES</b>	£ 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	
<b>CONCURRENT FUNDING - Sec 136 (£1518) corrected amount recd</b>	£ 2,234	£ -	£ 3,350	£ -
Fencing Mineral Line	£ -		£ 3,350	£ -
	£ -		£ -	£ -
<b>Grants - Sec 137 (if no other power exists)</b>	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)	£ -	£ -	£ -	£ -
<b>Total</b>	£ 31,874	£ 22,599	£ 44,100	£ 34,230

<b>Required Income 20/21</b>	
<b>Precept (Per Band D - 1539)</b>	£ 29,206.32
<b>Rural Grant - Sec 136</b>	£ -
<b>Council Tax Support Grant</b>	£ 1,834.00
<b>Bank Interest (forecast)</b>	£ 100.00
<b>VAT refund</b>	£ 663.28
<b>Allotment rent/misc</b>	£ -
<b>Other in tesco bags of help/Red</b>	£ -
<b>INCOME Total</b>	<b>£ 31,803.60</b>
<b>Shortfall</b>	<b>£ 2,426.40</b>
<b>Required Band D Precept 19/20</b>	<b>£ 18.98</b>
<b>Increase (Annual) of</b>	£ 0.66
<b>Weekly increase of</b>	£ 0.01
<b>Current Precept Band D 19/20 per annum</b>	£ 18.32

Approx 3.5% increase 18.98  
Shortfall if no increase £ 3,823.24