

SILVERDALE PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on
Thursday 14th May 2020 held remotely by Zoom at 6.00pm****Present:**

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Mr J Wu (JW), Mr A Sutcliffe (AS), Cllr A Rout (AJ), Mr C Spence (CS), Mrs T Spence (TS), Mr K Sukumaran (KS), Mrs C Jarrett (CJ)

Clerk – Mrs C Withington

The meeting was brought to order at 6.05pm

There were no members of public present.

Ref	Item	Action
74/20	Public Participation: None.	
75/20	To receive apologies (in writing to the Clerk) – Mr Melvin	
76/20	To resolve that the minutes of the SPC meeting held on 23rd April 2020 are correct and for the Chair to sign at the next full meeting in person (copy attached) RESOLVED to sign these as a true and accurate record. The minutes were signed by the Chair.	
77/20	Declaration of Disclosable Pecuniary interest in any item on the agenda - None	
78/20	Coronavirus/Covid-19: - To consider a financial donation to the Newcastle Food bank to help local families and Silverdale Methodist Church in relation to a community support worker RESOLVED to make a donation to the Food Bank for £800 for food parcels using Section 137 LGA. It was further RESOLVED to make a donation of £800 towards food parcels for local people to Silverdale Methodist Church using Section 137 LGA. To consider arrangements for the Annual Parish meeting following the restrictions – As there had been no further guidance it was agreed to leave this until such time that physical meetings were allowed.	Clerk Clerk
79/20	Accounts 2019-20 – To note the bank reconciliation statement and reserves – This was noted and approved.	
79.1/20	To note the outcome of the Internal Auditors report in relation to the Accounts year ending March 2020– See Appendix A – This was noted and approved.	
79.2/20	To approve the Annual Return in relation to Section 1 for the Accounts year ending March 2020 – See Appendix A – RESOLVED to approve and sign Section 1, which will be done outside of the meeting by the Chair and Clerk/RFO.	Clerk Chair
79.3/20	To approve the Annual Return in relation to Section 2 for the Accounts year ending March 2020 – See Appendix A - RESOLVED to approve and sign Section 2, which will be done outside of the meeting by the Chair and Clerk/RFO.	Clerk Chair
80/20	To nominate representatives for outside bodies and working parties including Walleys Landfill Liaison Group, Knutton and Cross Heath LAP – RESOLVED that HA and JW would represent the Parish Council for Walley's Liaison Group. Cllr Jones and Cllr Rout attend as Borough Councillors. RESOLVED that HA would represent the Parish Council on the LAP, along with Cllr Jones and Cllr Rout as Borough Councillors.	Clerk
81/20	To adopt the Revised Model standing orders and review the financial regulations – see Appendix B – RESOLVED to approve both documents as circulated. To review and adopt the Risk Register – see Appendix B1 – RESOLVED to approve the risk register as circulated.	Clerk
82/20	To review the Policies - H&S, Media, Social Media, Equal Opportunities, Complaints – see Appendix C – RESOLVED to approve the Media, Social Media, Complaints policies as circulated. The H&S policy needs to be amended to include coronavirus testing.	Clerk Next agenda

- 83/20 **To approve the renewal of the insurance from 1st June 2020 at £524.75 (£517.05 last year with Zurich Insurance) – see circulated papers – RESOLVED to approve the quote to renew at £524.75 with Zurich.** Clerk
- 84/20 **Mining Monument progress (HLF bid) – Sarah Bonam**
1. **To approve the timeline produced as previously circulated** – Noted that this was approved subject to a minor change which has been sent.
 2. **To note the interim arrangements for the project manager during the project being on hold for the foreseeable – retainer (£200 per month x 1 day) May until end August** – This was noted as agreed.
 3. **To receive an update on the current programme for the capital works – now postponed due to Coronavirus – new date unknown** – A new date was awaited pending the restrictions being relaxed.
- To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts) -None.
- 85/20 **Walleys Quarry Update** HA
- A response had been received from Environment Agency which had been circulated. It was noted that the odour was obvious at various points in the village and was to be reported. The lorries are also there overnight. HA to take some pictures and report back. The findings will be included in the next meeting's minutes of the committee.
- 86/20 **To consider any grant applications (SPC Grant Programme £2000) – None.**
- 87/20 **GDPR (Standing Item) – INFORMATION ONLY**
- Subject Access Requests/Information Security/Data Breaches – reminder – Noted.
- 88/20 **Dog control – Silverdale County Park – Mr M Melvin**
- Controlled areas for dog walkers on the country park (i.e. on leads in the busiest places) due to an increase in complaints with dogs jumping up people/children/disturbing other dogs/running into reserve areas etc.**
- CS noted that there are lots of dogs running loose and people ignoring the signs. There is an area available, but without enforcement it is unlikely to work. AR noted that we should ensure that the JLP response notes how valuable Keele Golf Course has been to the community during lockdown, and that this should not be lost to housing.
- 89/20 **To approve comments for the following Planning Applications ([please click on the link to view BEFORE the meeting](#)):**
- To note only - Application for approval of car parking as required by condition 3 of planning permission 20/00033/FUL - Change of use of part of office premises to children's nursery Silverdale Court Silverdale Road Newcastle Under Lyme Staffordshire ST5 6EH Ref. No: 20/00033/CN03 Status: Application Permitted – Noted.
- To note the Joint Local Plan consultation – on hold until Autumn – both policies and sites – noted.
 - Planning consultant consideration to input into the above consultation and to consider working with Keele to formulate a response and share costs - It was agreed that a joint meeting will be held with Keele Parish Council to move this forward and agreed our position jointly. The costs could then be shared. There was no desire to start a Neighbourhood Plan as it was considered to late to have any say over the JLP at this stage. This position could be reviewed post pandemic but it was considered important to get the response right for the JLP. The quote for Urban Vision was approved at £525 per day for approx 4 days and it was agreed to pursue sharing costs.
- Clerk
- 90/20 **Community Payback Ranger Service- Update on Work List and progress**
- To consider renewing the contract - on hold due to restrictions** – The Clerk was asked to find out the current situation. Clerk

91/20 To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix B – This was noted.

92/20 To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors and Western Communities LAP Chair Mr H Adamczuk

A LAP meeting will be arranged for 3rd June by Zoom. It was noted that the Town Centre Board were seeking ideas for projects. Some ideas included connectivity of the wards, traffic, flood mitigation and extra drains for areas such as Kinsey Street and Sneyd Terrace. It was also suggested that the footpath which leads to Quarry Bank from the Sneyd Arms in Silverdale should be brought forward and also turned into a cycle path. Along with a bus service connecting Silverdale to Keele University. The Board meeting is planned for 5th June – so ideas to be submitted by 1st June.

ALL HA

The skate board scheme for Silverdale is now progressing with contractors approached regarding tendering and also a list of must haves will be obtained from the end user group – to scope the tender documents and initial design. Input will be had in the end design.

93/20 To approve the Payments schedule and to note receipts (Appendix C)

RESOLVED to approve the payments as per below:

CHQ / BACS NO	PAYMENTS	Gross
Bacs 010	Chris Heelis Internal Audit	75.00
Bacs 014	C Withington Clerk -May salary and expenses	565.62
Bacs 015	HMRC Tax and NI May	128.20
Bacs 016	Staffordshire Pensions May	210.93
Bacs 017	Zurich Insurance premium	524.75
Bacs 018	Food bank donation	800.00
Bacs 019	Silverdale Methodist Church	800.00
Bacs 020	Zoom subs May	14.39
	Monthly total	3118.89

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON
Thursday 11th June 2020 @ 6.00pm REMOTELY

Future dates include (6.30pm Silverdale Library to be confirmed Thursday), 9th July 2020, 13th August 2020, 10th September 2020, 8th October 2020, 12th Nov 2020, 10th Dec 2020