

**SILVERDALE PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING held on****Thursday 12<sup>th</sup> November 2020 held remotely by Zoom at 6.00pm****Present:**

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Mr J Wu (JW), Mrs C Mrozicki (CM), Mr A Sutcliffe (AS), Cllr A Rout (AR), Mr M Melvin, Mr C Spence (CS) and Mrs C Jarratt (CJ)

Clerk – Mrs C Withington

The meeting was brought to order at 6.00pm

There were no members of public present.

Ref	Item	Action
205/20	<b>Public Participation: Chair</b> None	
206/20	<b>To receive apologies (in writing to the Clerk) – Tina Spence</b>	
207/20	<b>To resolve that the minutes of the SPC meeting held 8<sup>th</sup> October 2020 are correct and for the Chair to sign at the next full meeting in person (copy attached) RESOLVED</b> to sign the minutes as a true and accurate record.	
208/20	<b>Declaration of Disclosable Pecuniary interest in any item on the agenda</b> None	
209/20	<b>Coronavirus/Covid-19 – consideration of any additional matters</b> To note the national restrictions are now in place. Numbers are considered to be high locally.	
210/20	<b>Silverdale Parade Car park –update on formal request to Aspire re signage for disabled parking bays and County Councillor/Borough Councillors for a Traffic Regulation order to enforce such – Mr C Spence/Cllr A Rout/Cllr D Jones</b> AR to raise with Borough Officers what measures can be put in place to police disabled parking spaces.	AR
211/20	<b>Heritage Park-- to discuss the funding request (£1170) towards play area equipment replacement and type of equipment following consultation and ASB issues – Mr A Sutcliffe/Mr M Melvin</b> Noted that the developers are now looking to replace the swing for a baby swing at no cost. Planning enforcement require them to install 2 benches rather than 6. Medfleet can at that point adopt the land.  A consultation letter was sent to 40 houses with 2 responses received. MM still has concerns regarding the steep slope from the kissing gates, which needs to be resolved before it is adopted (as acknowledged by Elaine Moulton) after it not being in adherence with guidance. No further action has been taken despite formal acknowledgement. <b>RESOLVED</b> HA to speak to Andrew Taylor at David Wilson Homes to ask them hold off on the baby swing until the views of the consultation are known. AS and MM to send out a post to get views from the local residents to inform this. MM to find the original emails to send to AR re slope and take this up again with Planning.	HA MM AS AR
212/20	<b>Heritage Park –new kissing gate and cycle access –</b> Noted that this is in progress and down to the Borough Council to determine the next course of action.	
213/20	<b>Mining Monument progress (HLF bid) – Sarah Bonam</b> 1. To receive an update on the current programme for the capital works and planned return and arrangements for an outdoor launch event The monument is to be re-installed on 16 <sup>th</sup> December as agreed. SB to encourage the press to attend and get a good news story. Agreed not to hold an event due to the risk to vulnerable people. However this will be linked in with the canary birds project which was approved at a cost of £2138.	SB SB

	<p>2. <b>Update on Ibstocks application for funding to reconnect the electrics at the monument</b> – Noted that this is being progressed. CM to email Nick Spence.</p> <p>3. To review community engagement activities (inc lantern parade Saturday 20th Feb 2021) <b>RESOLVED</b> to approved canary project as above.</p> <p>4. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts) – None.</p>	CM SB
214/20	<p><b>Christmas trees/lights etc- and approve a budget with delegated authority to spend</b></p> <p>- <b>Parade and Parksite trees and lights x 2</b> – Noted this is in progress.</p> <p>- <b>To consider solar light trees at Parade shops and Parksite (13) at a cost of £1164 in lieu of electric lights on the shops – as circulated</b></p> <p>Two options were considered – one was the solar trees at £1164 or to purchase LED lights at a cost of £2500 for lights and electrics. It was agreed to ask the Elim Church if they could store the lights for us.</p> <p><b>RESOLVED</b> to purchase the lights and install the electrics on the shops. To be switched on if possible on 16<sup>th</sup> December when the Miners tribute is reinstalled.</p> <p>- Update on the Parade Tree (top) – Mr H Adamczuk</p> <p><b>RESOLVED</b> HA to inform Peter Piper entertainments that the electric connection will be tested by Aspire.</p>	<p>Clerk</p> <p>HA</p> <p>Clerk</p> <p>HA</p>
215/20	<p><b>Walley's Quarry Landfill – Next steps</b></p> <p>HA has sent the letter requesting a voluntary contribution to Silverdale Residents to Red Industries company secretary copied to Cllr Tagg. As yet there is no response from either. HA circulated a note about the next steps that should be taken following the Environment Agency's decision approving the tonnage variation and the resumption of Walley's Quarry Liaison Committee. HA also stated that a further six gas collectors are being put in so Red Industries were investing further into the landfill business. It was agreed that we should continue opposing the landfill due to the smell and dust. Keele Parish Council and Thistleberry Residents Association have also been copied into our actions. HA will take this up with the Ombudsman regarding tonnage and air quality issue. NBC (through Environment Health) are dealing with the traffic issues where there are on-going concern about NO2 emissions with Stoke City Council. A council tax reduction could be tested by the Parish Councillors that live near to the site.</p>	HA
216/20	<p><b>To consider any grant applications (SPC Grant Programme £2000) – Request for Youth Club funding Silverdale Methodist Church – application to follow</b></p> <p><b>RESOLVED</b> to approve the grant application for £534 for youth club items.</p>	
217/20	<p><b>GDPR (Standing Item) – INFORMATION ONLY</b></p> <p><b>Subject Access Requests/Information Security/Data Breaches – reminder</b></p> <p>Noted.</p>	
218/20	<p><b>To agree a draft Budget for 2021/2022 for consultation in December and approval in January – See Appendix A1</b></p> <p>It was agreed that we should try to achieve grant funding where necessary and if not use the reserves to fund projects. Discussion was held about a Neighbourhood Plan and whether or not this would be appropriate at this late stage. This could guide any resources that come from development in the future, however we would need to fund a consultant to develop the plan and run the consultation in order to gather evidence.</p> <p><b>RESOLVED</b> to adopt the Draft budget as attached as a start point with the principle of keeping the precept the same as it is currently (therefore no further increase for Band D).</p>	
219/20	<p><b>To approve the Payments schedule and to note receipts - Appendix A2</b></p> <p><b>RESOLVED</b> to approve the payment as per attached. HA opted to take the conference payment instead of a chairs allowance. Noted that there is £250 membership for Co-operative Council Energy board.</p> <p><b>To appoint Mrs Evans as internal auditor for accounts year ending 20/21 and approve the attached terms of reference – see Appendix A3 – RESOLVED</b> to approve.</p>	

220/20	<p>To approve comments for the following Planning Applications (<i>please click on the link to view BEFORE the meeting</i>):</p> <p><b><u>Fascia Sign, Projecting Sign, 2 x Window Vinyls, 2 x ACM Panels and 3 x Poster Cases</u></b> 212 High Street Silverdale Newcastle Under Lyme Staffordshire ST5 6LR Ref. No: 20/00898/ADV – No comments.</p> <p><b><u>Change of use of Unit 3 from Storage and Distribution to Sui Generis for Animal Welfare to accommodate the service of Dog Day Care.</u></b> Business Post Limited Silverdale Business Park Maries Way Newcastle Under Lyme Newcastle-Under-Lyme Staffordshire ST5 6PA Ref. No: 20/00880/COU – No comments.</p> <p><b><u>18/00562/2CN05   Application for approval of tree protection measures as required by condition 5 of planning permission 18/00562/FUL - Erection of 2no. commercial units in a single portal framed industrial building with associated hardstandings, parking and fencing   Land Off Maries Way Newcastle Under Lyme Staffordshire – RESOLVED</u></b> to object due to the fact that in December 2019 there was extensive excavation on the development site and this clearly had a very bad effect on the amount of broadleaf species on the periphery on the site. The Parish Council are very disappointed that these have not been reinstated and further work to reduce the amount of trees is being proposed. The Parish Council is also disappointed that the Borough Council is unable to arrange for the trees to be reinstated ( in accordance with its own landscaping teams comments (as attached) and we would ask for a meeting on site to explain the damage that we have seen. It was also noted that excavation by the digger near to the trees has left unstable soil and the sidings are now falling into the brook which are likely to cause a blockage to the watercourse. This blockage will be reported to Staffordshire County Council flooding team and Environment Agency re watercourse. CM to liaise with HA.</p>	CM HA
221/20	<p><b>Joint Local Plan consultation and Keele/Silverdale Growth Corridor</b></p> <p>1. Sharing of costs for a Planning consultant with Keele PC – to approve the amount and to seek alternative quotes and to agree split of costs – <b>RESOLVED</b> to agree the recalculation the proportion to 70% Silverdale and 30% Keele.</p> <p>2. Save Our Green Space Update and the former Keele Golf Course as an Asset of Community Value (ACV) and agree a contribution if required towards limited aquatic survey and any other costs in relation to the Golf Course (if available) – Mr H Adamczuk – <b>RESOLVED</b> to approve the requisition to NBC Golf Course site/Silverdale Farm to be an asset of Community Value.</p>	HA HA
222/20	<p><b>To approve the expenses for conference (virtual) planning conference costs to be notified in lieu of Chair’s allowance – Mr H Adamczuk –</b> Noted and agreed. HA to circulate the material to all.</p>	HA
223/20	<p><b>To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix B -</b>Noted.</p>	
224/20	<p><b>Western Communities LAP update (inc Skate Park) and Town Deal Call for Projects - Mr H Adamczuk –</b> Noted that the skate park tendering has been put back until after Christmas.</p>	
227/20	<p><b>To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors</b></p> <p>Noted that there are some rental scooters placed on the mineral line which have been in Park Road holding up traffic and on the footpath, racing up and down. It would seem that it’s the County Council who have put them there for the students – notices were present but have now been taken down. It was agreed to invite person who is in charge of Zwings at the County Council to attend the next parish council meeting to explain the rules etc. <b>It was also agreed to ask Keele Parish Council if they are also having issues.</b> <a href="https://www.zwings.co.uk/">https://www.zwings.co.uk/</a> to also publicise this on Facebook.</p>	HA/Clerk Clerk

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON

Thursday 10<sup>th</sup> December 2020 @ 6.00pm REMOTELY

Future dates include 14th Jan 2021, 11th Feb 2021, 11th Mar 2021, 8th April 2021– noted the time may return to 6.30pm if the meeting is held physically.

## Appendix A1 - Approved Draft budget 2021/22

<b>SILVERDALE PARISH COUNCIL BUDGET UPDATE</b>						
<b>EXPENDITURE</b>						
<b>Budget Heading</b>	<b>2020-21 Approved Budget</b>	<b>Actual Spend to date</b>	<b>Committed Spend</b>	<b>Expected outturn</b>	<b>Draft Budget 2021/22</b>	
<b>POWERS - PC ADMINISTRATION</b>	<b>£ 15,500</b>	<b>£ 11,705</b>	<b>£ 4,120</b>	<b>£ 15,825</b>	<b>£ 14,700</b>	
Clerk's Salary/PAYE/NI/Pension/Locum	£ 12,000	£ 7,311	£ 3,420	£ 10,731	£ 12,000	
Chair allowance	£ 250	£ -	£ 100	£ 100	£ 250	
Expenses/Postage	£ 650	£ 272	£ 200	£ 472	£ 650	
Office Equip/Stationary/Printing	£ 600	£ 4	£ 200	£ 204	£ 600	
Subs/Ins/Fees/Audit Fees/Trg/DPO	£ 2,000	£ 990	£ 200	£ 1,190	£ 1,200	
VAT (Cost neutral as reclaimed)	£ -	£ 3,127	£ -	£ 3,127	£ -	
<b>POWERS &amp; DUTIES</b>	<b>£ 18,230</b>	<b>£ 24,703</b>	<b>£ 28,619</b>	<b>£ 53,722</b>	<b>£ 30,770</b>	
Allotments	£ 2,000	£ -	£ -	£ -	£ 2,000	
Mining Wheel Lights??	£ 1,000	£ -	£ -	£ -	<b>£ 5,000</b>	
HLF project (Delivery Grant funded £75k) incs extra PC funding £4.5k for lights	£ -	£ 18,851	<b>£ 19,000</b>	£ 37,851	<b>£ 4,500</b>	
HLF Match funding £3040k reserves	£ 2,000	£ -	£ 3,040	£ 3,040	£ 3,040	
Comm Safety (match funding measures) inc speed measures (Heritage park kissing gates)	£ 2,000	£ 3,491	£ -	£ 3,491	£ 2,000	
Heritage Park kissing gates S136 funding from 19/20 contribution	£ -	£ 1,500	£ -	£ 1,500	£ -	
Entertainment & the Arts (eg Xmas parties, youth activities etc)	£ 1,500	£ -	£ 1,800	£ 1,800	£ 3,000	
Highways (inc provision of Grit Bins £500 and refill and culvert cleaning, signs)	£ 1,000	£ -	£ 500	£ 500	£ 1,000	
Land (appropriate) (Bonfiglio lease £1pa)	£ -	£ -	£ -	£ -	£ -	
Litter collector/ranger/Cpayback	£ 5,230	£ -	£ 2,040	£ 2,040	£ 5,230	
Newsletter/Website/Publications	£ 2,000	£ 851	£ 1,149	£ 2,000	£ 2,000	
Assets (maintenance & cleaning inc Bus shelters, hanging baskets)	£ 1,500	£ 410	£ 1,090	£ 1,500	£ 2,000	
Housing condition and heat loss survey	£ -	£ -	£ -	£ -	£ -	
Renewable energy subsidy (membership and business plan)	£ -	£ -	£ -	£ -	£ 1,000	
Neighbourhood Plan Coordinator/JLP response £5k reserves 21/22)	£ -	£ -	£ -	£ -	£ -	
Save our Green Spaces/JLP response	£ -	£ -	£ -	£ -	£ -	
	£ -	£ -	£ -	£ -	£ -	
<b>Grants - Sec 137 (if no other power exists)</b>	<b>£ 2,500</b>	<b>£ 2,900</b>	<b>£ 2,020</b>	<b>£ 4,920</b>	<b>£ 2,650</b>	
Flowers / Plants/ Wreaths	£ 500	£ -	£ 20	£ 20	£ 650	
Grant applications (Alice, Foodbanks x2)	£ 2,000	£ 2,600	£ 2,000	£ 4,600	£ 2,000	
Grant application from 19/20 approved	£ -	£ 300	£ -	£ 300	£ -	
<b>Total</b>	<b>£ 36,230</b>	<b>£ 39,863</b>	<b>£ 34,759</b>	<b>£ 74,467</b>	<b>£ 48,120</b>	

## Appendix A2 – Payments and Receipts:

**Payments:**

CHQ / BACS NO	PAYMENTS	Gross
Bacs 069	C Withington Clerk -Nov salary and expenses (1 hrs HLF )	535.24
Bacs 070	HMRC Tax and NI Nov	128.80
Bacs 071	Staffordshire Pensions Nov	211.95
Bacs 072	Sarah Bonman Nov HLF	200.00
Bacs 073	C Withington Zoom reimbursement	14.39
Bacs 074	Royal British legion Poppy appeal	17.00
Bacs 075	Henryk Adamczuk Conference reimbursment	114.00
Bacs 076	Silverdale Methodist Church Grant Xboxes	536.93
	<b>Monthly total</b>	<b>1758.31</b>

**Receipts:**

30.09.20 Interest Sept

**£0.62**

30.10.20 Interest Oct

**£0.53**