

SILVERDALE PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on****Thursday 14th January 2021 held remotely by Zoom at 6.00pm****Present:**

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Mr J Wu (JW), Mrs T Spence (TS), Mr A Sutcliffe (AS), Mrs C Jarratt (CJ), Cllr A Rout (AR) part

Clerk – Mrs C Withington

Sarah Bonam (SB)

The meeting was brought to order at 6.03pm

There were no members of public present.

1/21	Public Participation: Chair - None	
2/21	To receive apologies (in writing to the Clerk) – Mr Melvin	
3/21	To resolve that the minutes of the SPC meeting held 10th December 2020 are correct and for the Chair to sign at the next full meeting in person (copy attached) RESOLVED to approve the minutes of the last meeting.	
4/21	Declaration of Disclosable Pecuniary interest in any item on the agenda – AS declared a pecuniary interest in 8/21.	
5/21	To approve the Budget for 2021/2022 and set the precept for 2021/22 – to note reduction of Council Tax Base from 1539 to 1505 and also Council tax support grant next year – See Appendix A1 HA noted that we might need to raise funds for items in future years through external sources and other activities. The Clerk noted that there is likely to be a reduction in Community Tax Support Grant of £1834 next year 22/23. RESOLVED unanimously to approve the budget for 21/22 and also leave the precept with no increase at £18.98 per Band D per annum.	Clerk
6/21	To note the postponement of the AGM for the Acres Allotment site (as agreed with the Borough Council) – This was noted. It was hoped that they would hold an AGM when they could physically.	
7/21	To approve the payment of £2040 to Community Payback for last year and consider the next steps/other options This item will be considered for the next agenda to consider Homeworks team of leader and apprentices carrying out environmental tasks on a one day a week basis at £250 per week. Litter on the Parade by Co op – to be reported to Aspire and NBC. HA to take a picture and report to both Aspire and Council. AS noted that there is also the Kick Start scheme to be considered for a ranger position – this will also be considered once further information has been obtained.	Next agenda HA Next agenda
8/21	Silverdale Sidings - completion of development S106 funding and issues with streetlights and maintenance company (update if available) – Noted that this is being progress by the Planning Department. The Clerk will chase up the outstanding letter for the residents to confirm there is no responsibility for the outstanding S106. HA has circulated the January 5 Planning Committee report to all.	Clerk
9/21	Covid 19 – Matters HA stated that the rate of infection is 300 per 100,000 in Newcastle – so lower than other areas. However the position nationally is far worse. Locally the over 80s have now been vaccinated and it is now moving to over 70s. AR stated that the museum are looking for a spare empty vial for a display they are creating.	
10/21	Mining Monument progress (HLF bid) – Sarah Bonam 1. To note the final grant payment received (£29,120.00) and remaining budget currently uncommitted/unspent – Grant payment was noted and accepted. SB will be re-profiling the budget for the uncommitted spend. SB stated there are two options - HLF	SB

	<p>will extend up to 2 years maximum and allow spend to be reprofiled or we can call a halt now and give the money back. The pre-paid Lantern parade has been postponed for February due to lockdown – it was suggested to hold it in October and extend project from August to October half term. The pre-paid canaries also need to be distributed. This can be done by post but it could also tie in with the lantern parade. It was felt that this could be a good ending to the end of a very dark period. Awards for All funding to be considered to tie in with the rest of the budget linking into the heritage project. Social media budget will need to be increased due to higher online content for the project eg YouTube channel, photos of before and after. Film produced about the workings men club will be put on the channel. The replicated silk banners are to be progressed. Noted that the reminiscing work is a concern as to how this is captured without video recording individuals – this decision is to be considered next week. The poet is still on hold but SB is making investigations into filming the poet while he is reading it. It was noted that SB's role was ok to go over the £10k HLF funding allocated and this has been agreed with HLF.</p> <ol style="list-style-type: none"> To note the completed capital works and to consider a budget for future maintenance (Borough Council owned) and to note the Treatment report – This will be on the next agenda, costs to be obtained from Drakon and to also run past these passed the Borough Council. To review community engagement activities (inc lantern parade Saturday 20th Feb 2021 now postponed) and progress with the Canary Lights project plus the remaining community engagement programme - Noted as above. To consider the Project management costs to see the project to completion – Noted that HLF are happy for SB to continue in post to the end which go forward beyond the quote, so there is no need for a further 2 quotes as originally thought. To consider the purchase of 2 new planters at a cost of £51 each plus labour, plants and soil (to be confirmed) - Mr H Adamczuk – Old planters have now been removed due to the poor state. Yellow marigolds or daffodils. RESOLVED to approve and order. HA to do the planting. Update on lbstocks application for funding to reconnect the electrics at the monument – SB – Noted that SB will pursue this. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts) – Plowden and Smith & Drakon, Photographer, Letting in the Light, Duttons TM – Noted. 	<p>SB</p> <p>SB</p> <p>Next agenda</p> <p>HA Clerk</p> <p>SB</p>
11/21	<p>Walley's Quarry Landfill – Next steps</p> <p>- To note Ombudsman Complaint against Environment Agency submitted Updates and Request to Newcastle Borough for Air Quality Monitoring on Silverdale Road/Cemetery Road</p> <p>HA has asked for his complaint to be escalated within the Environment Agency, and then to be submitted to Aaron Bell MP for support to raise it with the Ombudsman. This was noted. It was noted that the odour has been smelt in Keele and Alsagers Bank/Audley. AS suggested that Keele University are contacted regarding their support to pursue this especially in light of new student accommodation and also new Units on the Science Development site. It was agreed to notify Keele Parish Council and Keele University that we have put in a complaint about the Environment Agency due to lack of monitoring and encourage them to report. Clerk to request a meeting with both Parish Councils and Phil Butters. AS has suggested that students do a thesis on this subject.</p>	<p>Clerk AS</p> <p>HA</p>
12/21	To consider any grant applications (SPC Grant Programme £1463.07) - None	
13/21	GDPR (Standing Item) – INFORMATION ONLY Subject Access Requests/Information Security/Data Breaches – reminder – Noted.	
14/21	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	Next agenda

	enforce such –Cllr A Rout/Cllr D Jones – Awaiting to hear on the queries put to the Borough Council by AR.	
15/21	To approve the Payments schedule and to note receipts - Appendix A2 RESOLVED to approve the payments as attached.	Clerk
16/21	<p>To approve comments for the following Planning Applications (please click on the link to view BEFORE the meeting):</p> <p><u>20/01084/FUL Single storey extension to rear and side 30 Tregew Place Silverdale Newcastle Under Lyme Staffordshire ST5 6PG</u> – Noted that there is an objection to this development by the adjoining owner due to the impact on their property. RESOLVED that we note that the adjoining owner has objected and if there is an unlawful loss of light then we oppose it, although it is not clear from the drawings.</p> <p><u>20/01103/FUL Residential development - 3no. 2 bed bungalows 106 Park Road Silverdale Newcastle Under Lyme Staffordshire ST5 6LP</u> – RESOLVED to comment on this due to the timescale using delegated authority to the Clerk as it had missed the agenda. RESOLVED that the Parish Council object for the following reasons:</p> <p>There are concerns about the lack of visibility for cars etc leaving Haydock Close and also the school. The new houses will be located at an existing pinch point for traffic being located opposite the primary school entrance and junctions with the Racecourse and Haydock Close. This area is often heavily parked with lots of vehicles travelling to and from. There is also a play area located just near to the site which attracts visitors to the area. The new access to the properties shows cars driving over what is actually a very small, narrow pavement which has been overgrown by a recently removed established mature hedge to allow for the access works to take place. The Parish Council consider this drawing to be misleading. AR to call in the decision. AR left the meeting.</p>	
17/21	<p>Joint Local Plan consultation and Keele/Silverdale Growth Corridor</p> <ol style="list-style-type: none"> 1. Joint Local Plan update/Borough Council Plan update and consultation response – Noted that the Borough Council are now looking to start again with a Borough only Local plan. We expect to see some detail at the end of summer. Likely to be 2022/23 before it goes to inspection if they propose to change green belt. 2. 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 – No longer relevant at this stage. 3. Save Our Green Space Update and to formally apply for Village Green status – Mr H Adamczuk – RESOLVED to apply for this. 4. To join CPRE at a cost of £36 per year – RESOLVED to approve the membership. 	HA Clerk
18/21	To note the storage of the Christmas lights at Silverdale Methodist Church – Noted that the lights were well received at both sites and Aspire are to transport them to Silverdale Methodist Church for safe keeping. Celia invited people to put baubles on her Christmas Tree in the front garden in thanks to NHS and was amazed to see there was 100 or so baubles. Letter has been sent to the Chief Executive at the hospital.	
19/21	To approve the refill of the grit bins at a cost to be notified – RESOLVED to approve the refill of the bins as and when required if there is bad weather which requires grit to be used. Approx. cost is £150 each time. Noted that delegated authority had been used to refill during the last bad weather which was approved.	Clerk
20/21	To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix B - To note the Census collection starts March 2021 and agree to a presentation at the next meeting – Next agenda.	Next agenda
21/21	To provide comments on the proposed Highways scheme to prohibit waiting at any time along Keele Road, The Village, Station Road and Church Bank in Keele and also the	

Signed..... Dated

	proposed clearway restriction along the A525 Keele Road – as previously circulated – RESOLVED to support the highways restriction.	Clerk
22/21	Western Communities LAP update (inc Skate Park) and Town Deal Call for Projects - Mr H Adamczuk - A meeting on the Skatepark to look at the tenders which have now been returned will be held towards end of the month. Hopefully there will be start on site in March. Noted that the Town Deal will be submitted to MHCLG at the end of the month, covering the town centre, Knutton and Kidsgrove although this will not have much impact on Silverdale.	
23/21	To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors – Nothing to report.	

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON
 Thursday 11th February 2021 at 6pm REMOTELY UNTIL FURTHER NOTICE
 Future dates include (6pm if held remotely Thursday or 6.30pm if physical):
 11th March 2021 8th April 2021, 13th May 2021, 10th June 2021

Approved Payments – January 2021

CHQ / BACS NO	PAYMENTS	Gross
Bacs 088	Sarah Bonam Dec HLF PAID	400.00
Bacs 091	Plowden & Smith Mining monument 50% HLF PAID	17556.00
Bacs 092	Drakon - Conservation PM fees HLF PAID	2031.84
Bacs 093	Jenny Harper Photography HLF PAID	200.00
Bacs 094	Dutton Traffic Management HLF return traffic lights	390.00
Bacs 095	Sarah Bonam Jan HLF	200.00
Bacs 096	Letting in the Light - Light up Silverdale project HLF	1481.51
Bacs 096a	Letting in the Light - Light up Silverdale project HLF	75.00
Bacs 097	Aspire Xmas Lights install Parade sockets and testing of tree lights	1062.00
Bacs 098	C Withington Clerk -Jan salary and expenses (9 hrs HLF)	606.53
Bacs 099	HMRC Tax and NI Jan	163.70
Bacs 100	Staffordshire Pensions Jan	250.19
Bacs 102	SWM - Community Payback 2019/2020	2040.00
Bacs 103	Val Simpson - Social Media payment 2	500.00
Bacs 104	Steve Hough Assets inspection jobs	370.00
Bacs 105	Steve Hough removal of hanging baskets	30.00
Bacs 106	Steve Hough Take down and remove banner HLF	25.00
		27381.77

Appendix A1 - Approved budget 2021/22

SILVERDALE PARISH COUNCIL BUDGET UPDATE			
EXPENDITURE			
Budget Heading	2020-21 Approved Budget	2021-22 Approved Budget	Notes
POWERS - PC ADMINISTRATION	£ 15,500	£ 14,700	
Clerk's Salary/PAYE/NI/Pension/Locum	£ 12,000	£ 12,000	
Chair allowance	£ 250	£ 250	
Expenses/Postage	£ 650	£ 650	
Office Equip/Stationary/Printing	£ 600	£ 600	
Subs/Ins/Fees/Audit Fees/Trg/DPO	£ 2,000	£ 1,200	
VAT (Cost neutral as reclaimed)	£ -	£ -	
POWERS & DUTIES	£ 18,230	£ 30,770	
Allotments	£ 2,000	£ 2,000	
Mining Wheel Lights	£ 1,000	£ 5,000	Yes subject to consultation
HLF project (Delivery Grant funded £75k) does not include £4.5k for lights *capital work only- Grant funding sought for lights	£ -	£ 4,500	Grant funding
HLF Match funding £3040k reserves	£ 2,000	£ 3,040	C/Fwd if not spent
Comm Safety (match funding measures) inc speed measures (Heritage park kissing gates)	£ 2,000	£ 2,000	
Heritage Park kissing gates S136 funding from 19/20 contribution	£ -	£ -	
Entertainment & the Arts (eg Xmas parties, youth activities etc)	£ 1,500	£ 3,000	rent trees or purchase
Highways (inc provision of Grit Bins £500 and refill and culvert cleaning, signs)	£ 1,000	£ 1,000	
Land (appropriate) (Bonfiglio lease £1pa)	£ -	£ -	
Litter collector/ranger/Cpayback	£ 5,230	£ 5,230	
Newsletter/Website/Publications	£ 2,000	£ 2,000	
Assets (maintenance & cleaning inc Bus shelters, hanging baskets)	£ 1,500	£ 2,000	Noticeboard £1000
Housing condition and heat loss survey	£ -	£ -	Grant fund
Renewable energy subsidy (membership and business plan)	£ -	£ 1,000	
Neighbourhood Plan Coordinator/JLP response £5k reserves 21/22)	£ -	£ -	Grant £10k & £5k reserves
Save our Green Spaces/JLP response	£ -	£ -	Take out
	£ -	£ -	
Grants - Sec 137 (if no other power exists)	£ 2,500	£ 2,650	
Flowers / Plants/ Wreaths	£ 500	£ 650	
Grant applications (Alice, Foodbanks x2)	£ 2,000	£ 2,000	
Grant application from 19/20 approved	£ -	£ -	
Total	£ 36,230	£ 48,120	

Required Income	Required Income 21/22 to meet budget with shortfall in reserves
Precept Council Tax base 1,505 in 2021/2022	£28,565
Council Tax Support Grant	£1,834
Reserves to make up shortfall	£17,679
Bank Interest (forecast)	£40
VAT refund	£0
Allotment rent/misc	£2
Red Ind	£0
INCOME Total	£48,120
<i>Band D Precept per year (Council tax base 1505 was 1539 in 2020/21)</i>	£18.98