

LOCAL GOVERNMENT ACT 1972

NOTICE OF ANNUAL PARISH MEETING FOR SILVERDALE PARISH

NOTICE IS HEREBY GIVEN THAT-

The Annual Assembly of the Parish Meeting will be held remotely via Zoom on Thursday 8th April 2021 at 6.00pm – 6.30pm

Join Zoom Meeting

<https://us02web.zoom.us/j/88022544396?pwd=bzM0cVUxdUpKNnJ3bnpsWm56TUl3UT09> Meeting ID: 880 2254 4396 Passcode: 115550

To dial in pls ring: 0203 901 7895, 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240

Local Government electors for Silverdale Parish will be entitled to vote at the Meeting which will be open to the public. Those joining the meeting should do so with their microphones muted until invited to speak. The meeting may be recorded for the purposes of producing the minutes only which will be disposed of once produced.

The business to be transacted at the Meeting is shown below on the agenda, chaired by Mr H Adamczuk – Chair of Silverdale Parish Council

AGENDA

- 1. Apologies**
- 2. To sign the Minutes of the Annual Parish meeting held 11th April 2019**
- 3. Presentation from David Kemp, Commercial Director, Moorland & City Railways Ltd (20 mins) regarding the Newcastle Railway Project bid -see route plan and press release**
- 4. Public Open Forum**
- 5. Annual report – Chair**

**Mr H Adamczuk
Chair Silverdale Parish Council
Date posted: 27.03.21**

SILVERDALE PARISH COUNCIL

PUBLIC NOTICE

To be held remotely on Thursday 8th April 2021 at 6.30pm approx. to follow the Annual Parish which starts at 6pm
THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT
But please note that they may be excluded for any item the Council decide should be treated as confidential

Join Zoom Meeting

<https://us02web.zoom.us/j/88022544396?pwd=bzM0cVUxdUpKNnJ3bnpsWm56TUI3UT09> - Meeting ID: 880 2254 4396 Passcode: 115550 - To dial in: 0203 901 7895, 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240

Public and press are invited to register participation in the virtual meeting. Those joining the meeting should do so with their microphones muted until invited to speak. The meeting may be recorded for the purposes of producing the minutes only which will be disposed of once produced.

 C Withington

Clerk/RFO Silverdale Parish Council issued 27.03.21

Public Participation: Chair

This item is on the agenda to allow the public to raise issues at the Parish Council

The period of time designated for public participation in accordance with standing order 2 f shall not exceed 10 minutes unless directed by the chairman of the meeting. Subject to standing order 2 g. a member of the public shall not speak for more than 2 minutes

AGENDA

- 71/21 **Public Participation: Chair**
This item is on the agenda to allow the public to raise issues at the Parish Council
The period of time designated for public participation in accordance with standing order 2 f shall not exceed 10 minutes unless directed by the chairman of the meeting. Subject to standing order 2 g. a member of the public shall not speak for more than 2 minutes
- 72/21 **To receive apologies (in writing to the Clerk) –** 6.40
- 73/21 **To resolve that the minutes of the SPC meeting held 11th March 2021 are correct and for the Chair to sign at the next full meeting in person (copy attached) *Please read these before the meeting as they will be taken as read***
- 74/21 **Declaration of Disclosable Pecuniary interest in any item on the agenda** (*Note member should notify Monitoring officer within 28 days if not already. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships) ALL to complete DPI forms and return electronically*)
- 75/21 **Accounts 2020/21** 6.45
To note the bank reconciliation statement and reserves
To approve the Statement of Accounts (unaudited) – see Appendix A
To approve the attached Asset register and Risk Assessment – see Appendix A1
- 76/21 **To consider purchasing a permanent Christmas tree to be located at Parksite – location, budget to be confirmed by Mr C Spence and request to Aspire to install** 6.50
- 77/21 **Homeworks update following start on 1st April** 6.55
- 78/21 **Silverdale Sidings - update regarding S106 funding and issues with streetlights** 7.00

	and maintenance company – Mr H Adamczuk	
79/21	Mining Monument progress (HLF bid) Project end November 2021 – Sarah Bonam	7.05
	1. To review and agree the final community engagement activities (£19,997 left to spend with £19,155 committed) following the updated Covid situation and agree a firm programme to start from mid July to November 21 (to be circulated) -SB	
	2. Updating the Parish Council website with the HLF page - SB	
	3. Britain in Bloom request from the Borough Council - SB	
	4. Update on the electrics at the monument and to note the Risk Assessment and Method statements (and comments from Plowden and Smith regarding the work) - Clerk	
	5. To note the outcome of the request to the Borough Council to consider a budget for future maintenance every 2 years (£2k) and annual inspection/painting of railway sleepers £500 (Borough Council owned) - Clerk	
	6. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts)	
80/21	Covid 19 – Matters – Return to physical meetings from 7th May 2021 – Venue to be Covid Secure and other measures to be in place – to consider bringing forward the Annual Meeting to elect Chair etc to hold remotely before 6th May 2021	7.15
81/21	Walley's Quarry Landfill	7.20
	• Walley's Quarry Landfill updates on Parish Council website and social media	
82/21	To consider any grant applications (SPC Grant Programme £2000) –	7.25
	1. To consider a request from Elim to provide funding towards a family fun day in September 2021 in memory of Paster Edwin Cotter – to follow	
	2. To consider an application from St Lukes School for books – to follow	
	3. To consider purchasing litter picking equipment to be donated to Silverdale Methodist Church	
83/21	GDPR (Standing Item) – INFORMATION ONLY	
	Subject Access Requests/Information Security/Data Breaches – reminder	
84/21	To approve the Payments schedule and to note receipts and budget update – Appendix B	7.30
85/21	To approve comments for the following Planning Applications (please click on the link to view BEFORE the meeting) and to approve delegated authority to deal with any urgent ones in between meetings in consultation with the Chair:	7.35
	<u>21/00262/FUL Single storey rear extension 3 The Crescent Silverdale Newcastle Under Lyme Staffordshire ST5 6QD</u>	
86/21	Local Plan consultation and Keele/Silverdale Growth Corridor	7.40
	1. Borough Council Plan update	
	2. Save Our Green Space and update on the application for Village Green status – Mr H Adamczuk	
87/21	To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix C	7.45
88/21	To consider adopting the new Model Code of Conduct – Appendix D	
89/21	Western Communities LAP update (inc Skate Park) - Mr H Adamczuk	7.50
90/21	To note the outcome of the Allotment accounts year ending 2020 for Park Road - Acres are yet to be audited	7.55
91/21	To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors	8.00

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON

***Thursday 13th May 2021 at 6.30pm Venue to be notified on the agenda – Subject to change**
Future dates include (Thursday 6.30pm):

10th June 2021, 8th July 2021, 12th August 2021, 9th September 2021, 14th October 2021, 11th November 2021, 9th December 2021

Appendix A - Draft Statement of Accounts year ending March 2021 (unaudited)

Bank Reconciliation as at 26.03.21		
Closing balances as at 31 March 2020		70603.58 (restated)
BANK STATEMENTS:		
Natwest Current		9,371.89
Natwest savings		52,604.43
	TOTAL	61,976.32
Total Unpresented Cheque/s:		0.00
		0.00
Plus unpaid credits		0.00
	TOTAL	61,976.32
CASH BOOK:		
Opening Balance:		70,603.58
Add Receipts:		66,272.45
Less Payments:		74,899.71
	TOTAL	61,976.32
Difference		0.00

Reserves as at 31.03.21	61,976.00	
<i>Earmarked reserves - Elections (assume 2 by elections per year)</i>	£	10,000
<i>Earmarked reserves - HLF monument bid Parish Council contribution</i>	£	3,040
<i>Earmarked reserves - HLF monument bid Remaining grant</i>	£	9,723
<i>General Reserves - Contingency/operating costs</i>	£	39,213
Ratio of balances less earmarked reserves to precept (20/21)		1.34

DRAFT Annual Return		2019-20	2020-21	Variance £	Difference of £250 or 15%
Line 1	B/fwd	76765	70604	-6,161	
Line 2	+ Precept	27807	29206	1,400	5%
Line 3	+ Other Receipts	8757	37066	28,309	323%
Line 4	- Staff Costs	10739	10938	200	2%
Line 5	- Loan interest	0	0	0	
Line 6	- Other payments	31987	63961	31,975	100%
Line 7	= C/fwd	70604	61976	-8,627	
				0	
Line 8	Cash	70604	61976	-8,628	-12%
Line 9	Fixed Asssets	103028	104765	1,737	2%
Line 10	Borrowings	0	0	0	

SILVERDALE PARISH COUNCIL ACCOUNTS 2020/21

<u>Explanation of Significant Variations</u>	£
Line 3 -Other Receipts	Variation - Increase of £28309
NBC Rural Grant (Sec 136)	-1518.00
NBC Support Grant	0.00
Natwest Interest NEED STATEMENT	-149.32
Misc	-4000.00
Allotment rent	0.00
VAT reclaim	1571.18
Grants	32405.00
Total	28309
Line 6 - Other Payments	Variation -Increase of £31975
Office/Members Expenses	-6.15
Stationary/Office Equipment	-296.48
Subs/Insurance/Fees/Audit	-128.04
Powers/Projects	20810.02
Sec 136 (Concurrent Funding c/f from 19/20 now ended)	4941.85
Sec 137 (Grants)	2379.93
Website/News Report	-1240.72
VAT (to be reclaimed)	5514.47
Total	31975
Line 9 - Fixed Assets	Variation - Increase of £1737
Disposal of Dell Lap Top	-416
Increase of Grit bins added x 7	700
Increase of Grit bins added x 5	450
Increase of Christmas lights	1003
Total	1737

SILVERDALE PARISH COUNCIL STAFFORDSHIRE							
STATEMENT OF ACCOUNTS FOR THE PERIOD 01.04.20 TO 31.03.2021							
RECEIPTS:	2019/20	2020/21	Difference	PAYMENTS:	2019/20	2020/21	Difference
Balance Brought Forward	87,901.28	36,563.77	-51337.51	Salary/PAYE	10738.59	10938.30	199.71
NBC Precept	27807	#####	1399.82	Office/Members Expenses	456.00	449.85	-6.15
NBC Rural Grant (Sec 136)	1518.00	0	-1518.00	Stationary/Office Equipment	336.68	40.20	-296.48
NBC Support Grant	1834.00	1834.00	0.00	Subs/Insurance/Fees/Audit	2121.59	1993.55	-128.04
Natwest Interest NEED STATEMENT	180.27	30.95	-149.32	Powers/Projects	23873.17	44683.19	20810.02
Misc	4000.00	0	-4000.00	Sec 136 (Concurrent Funding c/f from 19/20 now ended)	50.00	4991.85	4941.85
Allotment rent	0.00	0	0.00	Sec 137 (Grants)	1486.00	3865.93	2379.93
VAT reclaim	0.00	1571.18	1571.18	Website/News Report	2091.91	851.19	-1240.72
Grants	1225.00	33630	32405.00	VAT (to be reclaimed)	1571.18	7085.65	5514.47
TOTAL RECEIPTS:	36563.77	66272.45	29708.68	TOTAL PAYMENTS:	42725.12	74899.71	32174.59
				Balance as at 26.03.2021	61976.32		

Appendix B – Payments and Receipts TO BE CONFIRMED DUE TO UPDATE IN HMRC PAYE Tools expected

DATE	CHQ / BACS NO	PAYMENTS	Gross
11.03.21 (ap	Bacs 127	Start Traffic Management Grit Bins From 2020/21 Accts (404 plus 80.80 VAT (484.80) PAID	0.00
08.04.21	Bacs 001	C Withington Clerk -April salary and expenses	557.76
08.04.21	Bacs 002	HMRC Tax and NI April	131.60
08.04.21	Bacs 003	Staffordshire Pensions April	216.73
08.04.21	Bacs 004	Sarah Bonam Project manager HLF April	200.00

Appendix C – Correspondence and SPCA Bulletins

SPCA Bulletin – 4th March
 Star Council Awards 2021
 Chancellor’s Budget: Employment Considerations
 Vacancies on SPCA Executive

SPCA Bulletin – 11th March
 Annual Governance and Accountability Return
 Staffordshire Warmer Homes scheme
 Guide to Cyber Security
 Vacancies: Haughton PC; Hanbury PC; Kidsgrove TC

SPCA Bulletin – 18th March
 “Let’s Beat Loneliness Together” Campaign
 News from NALC
 Vacancy: Haughton Parish Council

SPCA Bulletin – 25th March
 New Model Code of Conduct
 NALC Improvement & Development Board
 Vacancies: Silverdale Parish Council & Essington Parish Council

Bulletin **Extra** – 25th March
 Announcement from the Ministry of Housing, Communities & Local Government Guidance for the safe use of council buildings

Bulletin **Extra** – 26th March
 Meetings Before and After 7th May: The Options

Appendix D - Model Code of Conduct – see separate document