

**SILVERDALE PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING held on Thursday 8<sup>th</sup> July 2021**  
**at Silverdale Library at 6.30pm**

**Present:**

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Cllr A Rout, Cllr C Jarratt (CJ), Cllr C Mrozicki (CM)

Clerk – Mrs. D Powell

The meeting was brought to order at 6:30pm. There were no members of the public present.

<b>140/21</b>	<b>Covid 19 – Matters – Risk assessment – See Appendix A – the Risk Assessment was noted.</b>	<b>All</b>
<b>141/21</b>	<b>Public Participation:</b> - No members of the public were present.	
<b>142/21</b>	<b>To receive apologies (in writing to the Clerk) – Cllr A Sutcliffe, Cllr J Wu, Cllr T Spence, Cllr C Spence</b>	
<b>143/21</b>	<b>To resolve that the minutes of the SPC meeting held 23 June 2021 are correct and for the Chair to sign at the next full meeting – RESOLVED</b> to approve the minutes which were signed by the Chairman.	<b>All</b>
<b>144/21</b>	<b>Declaration of Disclosable Pecuniary interest in any item on the agenda</b> <i>To note Dispensation granted to Chrissy Mrozicki to discuss (only) the Acres Allotments and not take part in decision making that affected her tenancy.</i>	<b>All</b>
<b>145/21</b>	<b>HR Matters:</b> To approve the purchase of a laptop (£871.41 ex VAT) plus MS Office 365 (£104.15 ex VAT) – to consider using reserves to fund this (note Office Equip/Stationary/Printing is currently £588) – <b>RESOLVED</b> to approve the purchase of a Dell laptop, MS Office, and security software. To approve the appointment of VAST to carry out the payroll at a cost of £25 (net) set up fee and ongoing cost of £20 per quarter plus £45 for end of year. <b>RESOLVED</b> to appoint VAST as the payroll bureau To consider the future meetings dates and venue/arrangements and approve any necessary expenditure to facilitate remote attendance for the Clerk as required. <b>RESOLVED</b> that attendance of the Clerk would be by Zoom. The meeting discussed the future of meetings and the use of Zoom for remote attendance of those shielding. To consider a request to join the current pension scheme (LGPS) by the Clerk and to follow the due procedure as required by LGA 1972. <b>RESOLVED</b> to approve that the Clerk could join the LGA pension scheme.	
<b>146/21</b>	<b>Summer Newsletter – to consider producing one, budget and responsibilities - item deferred to August</b>	
<b>147/21</b>	<b>FYI only Silverdale Sidings - update regarding S106 – item deferred to August meeting.</b>	
<b>148/21</b>	<b>Mining Monument progress (HLF bid) Project end November 2021 – Sarah Bonam – item deferred to August meeting</b> <ol style="list-style-type: none"> <li>1. To receive an update on the final community engagement activities – budget and programme (£19443.23 left to spend with £19,955.00 committed to be reviewed by SB)</li> <li>2. Update on engagement activities planned <ol style="list-style-type: none"> <li>a. July - Website creation, Poetry and Silk Banner update</li> </ol> </li> </ol>	<b>HA</b>

	<p>b. August - Online film event, Digitise Jamland 1 &amp; 2, Awards for All Application, Reminiscence activities, additional heritage community engagement activities</p> <p>3. To consider a quote for legal costs SCC to progress the Borough Council's agreement to the asset transfer of the monument</p> <p>To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts.</p>	
<b>149/21</b>	<b>Homeworks update and jobs</b> –To note that the invoice for April has been cancelled, project on hold until end of July – to commence early August (Clerk to contact Matthew Ray to progress towards end of July) – <b>item deferred to August meeting</b>	
<b>150/21</b>	<p><b>Walley's Quarry Ltd Landfill</b></p> <ul style="list-style-type: none"> <li>• Walley's Quarry Landfill updates on Parish Council website and social media</li> <li>• Update from Liaison Committee</li> <li>• Restoration plan update planning application – COUNTY COUNCIL PLANNING APPLICATION NO. <u>N.12/09/216 MW D2</u> for submission of details in compliance with conditions 5 (Working Plan), 6 (Progress Plan), 38 (review of approved Final Restoration Plan) and 39 (detailed Restoration and 5 year Aftercare Scheme) of planning permission <u>N.12/09/216 MW</u> at Walleys Quarry Landfill – to note comments submitted using delegated authority</li> </ul> <p>Summary of MJCA Interim Report (Interim Report of Red Consultants MJCA published on 23 June) attached – <b>item deferred to August meeting</b></p>	<b>HA</b>
<b>151/21</b>	<b>Update if available on Christmas Tree on the Borough Council car park at Parksite (approved budget is £500) – Mr Chris Spence – Noted to be installed on the Borough carpark.</b>	
<b>152/21</b>	<b>To consider a fee quote for legal costs to extend the lease to include the additional site (plot numbers 45-80) at the Acres Allotments (note additional legal/site remediation/Knotweed costs) – item deferred to August meeting</b>	
<b>153/21</b>	<p><b>To consider any grant applications (SPC Grant Programme £1802.05) –</b></p> <p>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</p> <p>To consider an application from St Lukes School for books – to follow – <b>item to be deferred to August meeting</b></p>	
<b>154/21</b>	<b>GDPR (Standing Item) – INFORMATION ONLY</b> Subject Access Requests/Information Security/Data Breaches – reminder	
<b>155/21</b>	<b>To consider a quote to install a new noticeboard at the library (to be circulated) and to install (note you may need permission from SCC/Highways) – item deferred to August meeting</b>	
<b>156/21</b>	<b>To consider a request to install additional benches for the Mineral Line (Jake Wu) – to obtain prices for metal or concrete benches – item deferred to August meeting</b>	<b>JW/Clerk</b>
<b>157/21</b>	<b>To approve the Payments schedule and to note receipts bank reconciliation and budget update – Appendix B – RESOLVED to approve the payments</b>	

<b>158/21</b>	<b>To approve comments for the following Planning Applications</b> <u>21/00584/FUL   Single story extension to side of existing two-storey semi-detached house   67 Bath Road Silverdale Newcastle Under Lyme Staffordshire ST5 6QX</u>  <b>RESOLVED</b> to register no objection to this planning application but to note that the owner is advised to seek advice for the installation of a flat roof, as there were design consideration to take into account for the insulation to avoid condensation.	<b>DP</b>
<b>159/21</b>	<b>Local Plan consultation and Keele/Silverdale Growth Corridor – item deferred to August meeting</b> 1. Borough Council Plan update - Open Space and Green Infrastructure Strategy: Forthcoming stakeholder engagement workshop 15th July 2021, from 10am-12pm – CS to provide feedback at August meeting Save Our Green Space update	
<b>160/21</b>	<b>To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix C – item deferred to August meeting</b>	
<b>161/21</b>	<b>Western Communities LAP update (inc Skatepark Consultation and Final Design) - Mr H Adamczuk – item deferred to August meeting</b>	
<b>162/21</b>	<b>To note the outcome of the Allotment accounts year ending 2020 for Acres – outstanding issues to be resolved – item deferred to August meeting</b>	
<b>163/21</b>	<b>To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors – item deferred to August meeting</b>	
<b>164/21</b>	<b>The reason so many items were deferred was due to the poor audio quality for the Covid compliant meeting with members at a distance and that the participants could not communicate fully.</b>	

Future meeting dates:

Thursday 12<sup>th</sup> August 2021 at 6.30pm at Silverdale Library, 9<sup>th</sup> September 2021, 14<sup>th</sup> October 2021**Approved payments July 2021 – Appendix B**

Cheque number	Payment details	Gross amount £
33	Shelutions - repair of damaged shelter - invoice needed	234.00
34	Jan Simpson Locum cover for June meeting - invoice needed	37.30
35	Clare Withington USB secure data stick - paid	8.99
36	Clare Withington postage for USB stick to Debra	6.85
37	VAST payroll setup	30.00
38	VAST HMRC/July Tax	138.40
39	Debra Powell 28 June to 31 July Salary and expenses £20 home office	573.82
40	Debra Powell laptop reimbursement (871.41 ex VAT) plus MS Office 365 (104.15 ex VAT)	1,190.66
41	Sarah Bonham Project Manager HLF July - invoice needed	400.00
	<b>Total</b>	<b>2,620.02</b>