

**SILVERDALE PARISH COUNCIL**  
**MINUTES OF INFORMAL PARISH COUNCIL MEETING held on**  
**Thursday 10<sup>th</sup> March 2022**  
**at 6.30pm by Zoom**

**Present:**

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Cllr Chrissy Mrozicki (CM), Cllr Lee Leighton (LL), Cllr Celia Jarrett (CJ), Cllr M Melvin (MM).

Parish Clerk – Ms D Powell (DP)

In attendance – Mr A Bailey

The meeting was brought to order at 6.30 pm.

<b>50/22</b>	<b>Public Participation: -</b> One member of the public attended to observe the meeting	
<b>51/22</b>	<b>To receive an introduction to Hannah Barter, Neighbourhood Development Consultant for Urban Vision. To discuss the first stages of the Neighbourhood Development Plan.</b> The meeting welcomed Hannah Barter and introductions were made. A steering group has been set up to meet monthly to define ideas. A message is to be sent to residents asking for volunteers who have the time and an interest in the subject, to join the NDP Steering Group. Pop up events and a householder questionnaires are to be organized. Hannah is to attend a Steering Group meeting and shared a project plan with the Council. The project management spreadsheet tracked significant milestones over the life of the Neighbourhood Plan and was a tailor-made outline to be used by Silverdale PC.	
<b>52/22</b>	<b>To receive apologies (in writing to the Clerk) –</b> Apologies were received from Cllr A Sutcliffe (AS), Ms S Bonam. The meeting noted the resignation of Councillor Amelia Rout after seven years of service. The Chair thanked Amelia for her hard work with the parish council.	
<b>53/22</b>	<b>To resolve that the minutes of the SPC meeting held on 10<sup>th</sup> February 2022 are correct and for the Chair to sign at the meeting.</b> It was agreed to approve the minutes.	
<b>54/22</b>	<b>Declaration of Disclosable Pecuniary interest in any item on the agenda</b> To note Dispensation granted to Chrissy Mrozicki to discuss (only) the Acres Allotments and not take part in decision making that affected her tenancy.	
<b>55/22</b>	<b>To discuss changing the meeting scheduled for 14 April 2022 to a physical meeting to allow for a resolution relating to the Neighbourhood Plan designation.</b> It was agreed that the meeting on 14 <sup>th</sup> April 2022 would be a physical meeting to allow for a formal resolution that the Parish Council request designation from NBC.	
<b>56/22</b>	<b>To receive a report from the Neighbourhood Planning Group meeting held in February 2022.</b> A meeting took place on 12 February between LL, HA, CJ where the application for a grant was considered. Legal fees incurred were discussed and it was agreed not to proceed with the legal representation. The meeting agreed to the costs incurred of £500 plus VAT and this will be paid once the invoice is received. A grant application to Groundwork for £1313 to cover the costs of the NDP consultant had been successful. The committee meeting also discussed the issues for consideration under the NDP. The next meeting is to take place on 26 March 2022.	
<b>57/22</b>	<b>To discuss the 20's Plenty speed reduction scheme with a view to a formal resolution at the meeting in April 2022.</b> Following the presentation by 20's Plenty at the February meeting CJ asked Council to let 20's Plenty know that the council were interested in principle.	
<b>58/22</b>	<b>Newsletter</b> 1. Winter Newsletter 2	

	<ul style="list-style-type: none"> <li>a. Regarding HLM Tribute Community Engagement, Completion of Skatepark /Miniwheels and Future Proposals for Silverdale Park and Neighbourhood Plan.</li> <li>b. Uploading Newsletter 2 on the website and distributing hard copies for residents without internet access.</li> </ul> <p>The newsletter had been prepared and printed. Paper copies of the newsletter had been distributed to 100 residents in sheltered housing. The feedback had been positive. The newsletter is to be uploaded onto SPC website. Residents are to be made aware of how to access the newsletter online through Silverdale Library and Facebook.</p>	
<b>59/22</b>	<p><b>FYI only Silverdale Sidings – Planning update regarding S106.</b></p> <p>This relates to Silverdale Gardens and the agreement made in 2013. The scheme has not been finished and a report is published every two months. HA to attend the next BC Planning Committee to raise the matter. An update on the latest position had been requested from NBC.</p>	<b>HA</b>
<b>60/22</b>	<p><b>Mining Monument progress (HLF bid) Project end November 2021 – Sarah Bonam</b></p> <ul style="list-style-type: none"> <li>1. To receive an update on the final community engagement activities – budget and programme (£19,443.23 left to spend with £19,955.00 committed to be reviewed by SB)</li> <li>2. Update on engagement activities planned: <ul style="list-style-type: none"> <li>a. Website creation</li> <li>b. Weekend Exhibition as concluding Event</li> <li>c. Update on the final reconciliation of the budget and expenditure</li> </ul> </li> <li>3. To request an updated cost from Plowden &amp;Smith to carry our annual maintenance.</li> <li>4. To note progress in completing the Interpretation Board including approval from interested parties</li> <li>5. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts).</li> </ul> <p>Sarah Bonam had sent apologies to the meeting. HA reported that it was hoped to finalize the project by the end of March. HA is to prepare a report regarding the five-year maintenance program.</p>	<b>SB/HA</b>
<b>61/22</b>	<p><b>Homeworks update and jobs</b></p> <ul style="list-style-type: none"> <li>1. To consider the list of outstanding jobs in Silverdale.</li> </ul> <p>It was agreed to ask Homeworks to tidy the litter on The Parade and around the monument.</p>	<b>HA/DP</b>
<b>62/22</b>	<p><b>Local Plan consultation and Keele/Silverdale Growth Corridor</b></p> <ul style="list-style-type: none"> <li>1. Borough Council Plan Consultation Issues and Strategic Options Consultation update</li> <li>2. Save Our Green Space update. SOGS are trying to find out the attitudes of the political parties towards the Golf Course and extending the green belt.</li> <li>3. Silverdale Neighbourhood Plan Grant Application update. Confirmation of the grant had been received.</li> <li>4. Discuss the approach to the borough council to designate a Silverdale Neighbourhood Plan. A letter is to be drafted to NBC. (HA/DP)</li> <li>5. To discuss the next steps for the Neighbourhood Development Plan: <ul style="list-style-type: none"> <li>a. How best to make a formal resolution to apply to the Borough Council for designation before the onset of elections 2022 See item reference 56/22</li> <li>b. To earmark resources from 2022/23 budget to cover potential expenditure from 1st April 2022.</li> </ul> </li> </ul>	<b>HA</b>

	This matter was discussed. Monies are to be earmarked for the NDP in April 2022.	
<b>63/22</b>	<p><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).</b></p> <ol style="list-style-type: none"> <li>To receive feedback on the meeting held with the borough council.</li> <li>To consider appointing a consultant regarding the remediation of waste in the legal agreement to represent the parish's council's interest.</li> <li>To consider making a grant application for the remediation of waste.</li> </ol> <p>Agreement has been reached with NBC to have a periodic tenancy of Acres Allotments to cover lanes 3 and 4. This is to be an interim tenancy which will not incur a legal cost while the BC clear the land. The spoils and waste cannot be taken on as a liability by SPC and the BC are to return to SPC regarding how this clearance is to happen. Once the remedial work has been completed Acres Allotment Association will fence off the area. CM commented that Acres Allotments have been in place since 1898 and it should be put back as allotments.</p> <p>Silverdale Parish Council is asked to agree in principle that the Parish Clerk in April 2022 requests the Borough Council to prepare a periodic tenancy for the right hand side of lane 3 and the left hand side of lane 4 to enable an expansion of allotment provision in Silverdale.</p> <p>Further SPC agree in principle that if the Borough Council clears the waste material on the council's land beyond lane 4 then Silverdale Parish Council would negotiate a new lease for the whole site (previously known as Acres Allotments Nos 1-80).</p>	<b>All</b>
<b>64/22</b>	<p><b>To consider any grant applications (SPC Grant Programme £1802.05) –</b></p> <ol style="list-style-type: none"> <li>To consider an application from St Luke's School for books – to follow.</li> <li>To consider a grant application from North Staffs Asperger's/Autism Association</li> </ol> <p>No grant applications had been received. HA requested that a form be sent to Silverdale Academy.</p>	
<b>65/22</b>	<p><b>GDPR (Standing Item) – INFORMATION ONLY</b></p> <p>Subject Access Requests/Information Security/Data Breaches – reminder.</p> <p>There had been no breaches reported.</p>	<b>HA/DP</b>
<b>66/22</b>	<p><b>To consider a quote</b></p> <ol style="list-style-type: none"> <li>To install a new noticeboard at the library and to install (note: may need permission from SCC/Highways).</li> <li>To consider a special memorial sign for the noticeboard.</li> </ol> <p>This matter was rolled over to the next meeting.</p>	
<b>67/22</b>	<p><b>To consider memorial benches for The Parade and Parksite</b></p> <p>This matter was rolled over to the next meeting.</p>	
<b>68/22</b>	<p><b>To consider a project to utilize the tennis court and bowling green in Silverdale Park</b></p> <p>This was discussed as part of item reference 56/22</p>	
<b>69/22</b>	<p><b>To receive an update regarding traffic danger outside St Luke's Primary School Pepper St</b></p> <p>No crossing patrol had been appointed. DP had contacted SCC vacancies department to get an update on the progress of the recruitment for this post.</p>	
<b>70/22</b>	<p><b>Finance</b></p> <ol style="list-style-type: none"> <li>To approve the Payments schedule and to note the budget update – Appendix A. The payments were agreed and authorized under delegated authority.</li> <li>To appoint the Internal Auditor. Appointment of the internal auditor was agreed.</li> </ol>	
<b>71/22</b>	<b>To consider arrangements for the Elections in May 2022</b>	<b>ALL</b>

	Nomination papers are to be collected from NBC by DP and circulated by HA. A SPC meeting is scheduled on 17 <sup>th</sup> March to discuss the process and completion of forms.	
<b>72/22</b>	<p>To approve comments for the following Planning Applications (<a href="#">please click on the link to view BEFORE the meeting</a>) and to approve delegated authority to deal with any urgent ones in between meetings in consultation with the Chair.</p> <p><a href="#">22/00185/FUL   Proposed first floor and single storey rear extension   334 Silverdale Road Newcastle Under Lyme Staffordshire ST5 6EH (newcastle-staffs.gov.uk)</a></p> <p>Comment: 334 Silverdale Road, one of a pair of semi-detached post-war houses. It consists of a single storey and first floor rear extension, including removal of an existing conservatory.</p> <p>There are new windows proposed which project further than the originals from the bedroom position at first floor level rear. Those new windows will have a detrimental impact on the privacy and amenity for the residents of 29 and 30 Half Way Place ST56EH as they overlook the rear gardens.</p> <p>On that basis Silverdale PC object to the proposal and request some form of screening to be constructed to preserve the privacy and amenity of the affected residents at 31 and 30 Half Way Place.</p>	<b>HA</b>
<b>73/22</b>	<p><b>Walley's Quarry Ltd Landfill</b> Walley's Quarry Liaison Meeting on 3 March updates. HA and CJ attended a meeting on 3 March 2022. The Coal Authority had given a presentation and discussed questions relating to the contamination of mine water into Silverdale Brook but no new information.</p> <p>There was a new EA report on the first six months of the air quality monitoring. There was an issue that a high level of complaints over 1,000 on one day that had preceded the start of air quality monitoring. HA is to read and comment on the Silverdale Internal Report on the Citizens page of The Environmental Health website. NBC continues to pursue the Abatement Notice.</p> <p>There is a new Stop the Stink Group focusing on children's' health, Walley's Victims which held a protest march on 26 February.</p> <p>To discuss Walley's Quarry permit variation consultation.</p> <p>EA permit Variation Application 21 02 22- 21 03 22 is a variation for 1 Removal of carbon dioxide compliance limits for 12 specified boreholes and an increase in methane compliance limit in borehole BH17D and 2 Use of geosynthetic capping system as an operational technique. HA has taken advice and comments as follows There is a substantial increase in gases which can be either collected, cleaned and utilised in the grid such a methane or destroyed safely. There is movement in the waste profile so a flexible coating is required by the operator as a permanent membrane in certain sections. Our Response is that Silverdale Parish Council notes the consultation is retrospective (approved in January 2021) and in a sense pointless and seeks assurances from the Environment Agency that the new envelope system in 2 is consistent with British Standards and will be able to maintain integrity in the event of further differential settlement at Cell 2.</p>	<b>HA</b>

Signed ..... Date .....

	Parish Council requests that Environment Agency checks the rate of differential settlement in sensitive areas close to human occupation with the operator and whether the proposal goes beyond the area of current Cells 1 and 2 and give reasons for that extension.	
<b>74/22</b>	<b>To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix B.</b> This was noted	
<b>75/22</b>	<b>Western Communities LAP update (Miniwheels Skatepark Completion Date) – Mr H Adamczuk.</b> The skatepark has not yet been handed over. It continues to be popular with young children.	<b>HA</b>
<b>76/22</b>	<b>To note the outcome of the Allotment accounts year ending 2020 for Acres – outstanding issues to be resolved.</b> The accounts have been received and will be reviewed.	
<b>77/22</b>	<b>To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors.</b> No County or Borough Councillor was present.	<b>HA/AR</b>
<b>78/22</b>	<b>To note that Park Road Allotments was included in the Council’s Issues and Strategic Options Consultation as part of the University Growth Corridor.</b> This matter was discussed.	
<b>79/22</b>	<b>To note that Aspire Housing were rehousing residents from St Luke’s Close in anticipation of a development on the site and there had been delays to the completion of Brighton House.</b> This matter was discussed.	

The meeting closed at 8.45pm

Future meeting dates:

14<sup>th</sup> April 2022 at 6.30pm at Silverdale Library  
12<sup>th</sup> May 2022, 9<sup>th</sup> June 2022, 14<sup>th</sup> July 2022, 11<sup>th</sup> August 2022

#### **Appendix A Payment schedule and budget report March 2022**