

SILVERDALE PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING held on
Thursday 21st April 2022 at 6.30pm

Present:

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Cllr Chrissy Mrozicki (CM), Cllr Lee Leighton (LL), Cllr Celia Jarrett (CJ), Cllr A Sutcliffe.

Parish Clerk – Ms D Powell (DP)

In attendance – No members of the public were present

The meeting was brought to order at 6.45 pm.

80/22	Public Participation: - No members of the public were present.	
81/22	To receive apologies (in writing to the Clerk) – Apologies were received from Cllr M Melvin (MM).	
82/22	To resolve that the minutes of the SPC meeting held on 10th March 2022 are correct and for the Chair to sign at the meeting. It was RESOLVED to approve the minutes which were signed by the Chair.	
83/22	Declaration of Disclosable Pecuniary interest in any item on the agenda To note Dispensation granted to Chrissy Mrozicki to discuss (only) the Acres Allotments and not take part in decision making that affected her tenancy. To note Dispensation granted to Lee Leighton relating to the Silverdale Methodist Church Grant Application and not to take part in decision making relating to the application.	
84/22	Neighbourhood Development Plan. a. To discuss the Silverdale Neighbourhood Plan Boundary Proposal – circulated in the Chair’s Report. It was RESOLVED to request that the Parish and Ward boundaries be aligned. If necessary, a consultation is to take place relating to the five houses 246 to 252 Silverdale Road. It was RESOLVED that a letter of designation be sent to NBC. b. To receive a report from the Neighbourhood Planning Group meeting held in March 2022. The Steering Group discussed green spaces in Silverdale and Parksite, Silverdale Park and transport issues. A meeting is to be arranged with Becky Allen of NBC to obtain information realign to leisure and amenities. To discuss the next steps and applying to Locality for a fresh Neighbourhood Plan and Technical Support grant for the current year. c. To discuss repayment of the grant. It was RESOLVED to repay the Groundwork Grant. To note the next meeting on 30 th April 2022 to discuss incorporating into the NDP Keele Golf Course, allotment sites and play areas.	
85/22	Newsletter - To discuss the next newsletter It was agreed to wait until after the Election in May 2022.	
86/22	FYI only Silverdale Sidings – Planning update regarding S106. No update has been received. DP to follow up with the Planning department again.	HA/DP
87/22	Mining Monument progress (HLF bid) Project – Sarah Bonam a. To receive the final report and evaluation. b. The evaluation report has been submitted to Heritage Lottery and has received positive feedback. <ul style="list-style-type: none"> • The installation of the interpretation panel is outstanding. (DP to follow up). • The five-year Management and Maintenance Agreement with NBC needs to be finalized and once this is submitted the final payment of £7,280 will be due to SPC. (HA to follow up). 	DP HA

	<ul style="list-style-type: none"> • The sound on the Jamland film is being redone at a cost of £200 which is within the budget. • The badges, stickers, timeline booklet, poem and booklet, photos and text have been arranged. There will be 200 packs available, and some will be placed in the library. SB to revoke Admin rights on Facebook and AS will pick this up. • The banner will be located at Apedale from 23rd April 2022. There will be a booking form with contact information for those wishing to borrow the banner. CM to take photos of the before and after condition of the banner when it has been booked out. It was RESOLVED to dry clean the banner three times a year at a cost of approximately £120 per annum. • HA thanked SB for the work on the Mining Monument Project and SB thanked SPC. <p>c. To note delegated authority used to pay any invoices received in between meetings in accordance with the approved amounts).</p>	AS CM
88/22	<p>Homeworks update and jobs</p> <p>1. To consider the list of outstanding jobs in Silverdale. Item deferred to the next meeting.</p>	HA/DP
89/22	<p>Local Plan consultation and Keele/Silverdale Growth Corridor</p> <p>a. Borough Council Plan Consultation Issues and Strategic Options Consultation update. No further update. Waiting until after the Election.</p> <p>b. Save Our Green Space update. Leaflets are being distributed across the Borough.</p>	HA
90/22	<p>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).</p> <p>a. To agree that the Parish Clerk in April 2022 requests the Borough Council to prepare a tenancy at will covering Allotments 46-61(also known as the right-hand side of lane 3 and the left-hand side of lane 40 to enable an expansion of allotment provision in Silverdale. This was RESOLVED.</p> <p>b. To 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 and Acres Allotments Nos 1-80). It was agreed in principle for SPC to negotiate a new lease for the whole site.</p> <p>c. To consider appointing a consultant regarding the remediation of waste in the legal agreement to represent the parish's council's interest. This was deferred.</p>	All
91/22	<p>To consider any grant applications (SPC Grant Programme £2,000)</p> <p>a. To consider an application from St Luke's School for books – to follow. No further update</p> <p>b. To consider a grant application from North Staffs Asperger's/Autism Association – to follow. This was to be removed from the agenda.</p> <p>c. To consider a grant application from Silverdale Methodist Church – to be circulated. This matter was discussed following advice from NALC/SPCA. This is to be followed up again with NALC/SPCA.</p>	
92/22	<p>GDPR (Standing Item) – INFORMATION ONLY</p> <p>Subject Access Requests/Information Security/Data Breaches – reminder. There had been no breaches reported.</p>	
93/22	<p>To consider a quote</p> <p>1. To install a new noticeboard at the library and to install (note: may need permission from SCC/Highways).</p> <p>2. To consider a special memorial sign for the noticeboard. Quotes are being sought.</p>	AS

94/22	To consider memorial benches for The Parade and Parksite Prices have been obtained. HA to speak to the Ranger regarding the type of bench and suppliers.	HA
95/22	To receive an update regarding traffic danger outside St Luke's Primary School Pepper St No appointment has been made to the Crossing Patrol vacancy. The school will be including a notice in the newsletter in an attempt to encourage people to apply.	
96/22	To discuss hanging baskets. The meeting discussed the installation of hanging baskets on Upper and Lower Parades. It was proposed that those businesses on Upper Parade would be asked if they would take responsibility for watering the hanging baskets if there were installed. SPC would purchase the hanging baskets. CJ to ask at the shops and obtain quotes.	CJ
97/22	To discuss the carpark obstruction at 106 Park Road. The Police have been involved and there are ongoing observations as this is considered a Highway obstruction and School safety issue.	
98/22	Finance <ul style="list-style-type: none"> a. To approve the Payments schedule – Appendix A. It was RESOLVED to approve the payments. b. To approve the Receipt from Groundwork UK of £1,313 in relation to the Neighbourhood Development Plan. This was RESOLVED. c. To note the VAT Reclaim of £1,789.02 to 31 January 2022. Noted. d. To note the Remittance Advice from Newcastle Borough Council for £31,684.00 in respect of the Precept 2022/23. Monies to be received in April 2022. Noted. e. To note and approve the year-end bank reconciliation and financial position 2021/22 - Appendix A. It was RESOLVED to approve the bank reconciliation. f. To note and approve the final budget report 2021/22. To follow. g. To note the 2021/22 National Salary Award and to approve the Clerk's increment increase. This was RESOLVED. h. To note the Clerk's enrollment in the LGPS as resolved at the meeting held in July 2021. This was RESOLVED. i. To note the request from Staffordshire County Council Pensions Department for historical information relating to previous Clerks. Noted. 	
99/22	To approve comments for the following Planning Applications (<i>please click on the link to view BEFORE the meeting</i>) and to approve delegated authority to deal with any urgent ones in between meetings in consultation with the Chair. No planning applications received.	ALL
100/22	Walley's Quarry Ltd Landfill <ul style="list-style-type: none"> a. Walley's Quarry Liaison Meeting updates. (HA/CJ) There was a planning application to seal part of the Quarry with a plastic-based material. This has now been done. Further wells are being sunk in other areas. One part of the site is covered but fumes are being released from another section of the site. The Environment Agency reports state that the matter is improving but the number of complaints and the hydrogen sulphide levels continue to be high for Garlingale View and lower elsewhere. The next meeting of the liaison group is on 10th June 2022. It was agreed to enquire about the local MP's 10 Minute Rule Bill relating to restriction to house-building within five hundred metres of a landfill site. 	HA
101/22	To note the Staffs Parish Council Assoc Bulletins and correspondence received: - See Appendix B. This was noted.	
102/22	Western Communities LAP update (Miniwheels Skatepark Completion Date) <ul style="list-style-type: none"> • A meeting had taken place on 6th April 2022 with representatives from the Police. • Support Staffs are reviewing the LAPS. • CJ is joining the Board of Health Watch. 	HA

Signed Date

	<ul style="list-style-type: none">• The Miniwheels Skatepark has not yet been handed over. HA had contacted NBC about the height of the fence and a new fence had been ordered.• Lots of children are using and enjoying the park.	
103/22	To note the outcome of the Allotment accounts year ending 2020 for Acres – outstanding issues to be resolved. The accounts have been received and will be reviewed.	
104/22	To note the written update (to be circulated in advance) from the Borough Councillors, County Councillors. No County or Borough Councillor was present. Cllr Huckfield is to be invited to the June 2022 meeting.	HA

The meeting closed at 8.50pm

Future meeting dates:

**Annual Parish Meeting 12th May 2022 at 6.30 pm followed by the
Annual and Regular Meetings at 7pm**

9th June 2022, 14th July 2022, 11th August 2022

Appendix A

Payment schedule April 2022 – see below

Signed Date

**Silverdale Parish Council
Payment Schedule April 2022**

DATE	REF/ Chq no	DETAILS	AMOUNT £
07.04.22	122	Shelley Signs Limited (Interpretation panel)	1602.00
14.04.22	123	VAST (Payroll charges January to March 2022)	30.00
14.04.22	124	Business Enterprise Support Limited (room hire)	20.00
14.04.22	125	Redoko - Website update	200.00
14.04.22	126	Michael Holdcroft (Bags and envelops)	35.00
14.04.22	127	Staffordshire Parish Councils Association (Councillor Fundamentals Course)	30.00
14.04.22	128	Sarah Bonam (Website subscription reimbursement)	144.00
14.04.22	129	Sarah Bonam (Postage reimbursement)	96.00
14.04.22	130	Elizabeth Simpson (Social Media Services)	400.00
14.04.22	131	Nexalaw (Professional charges re NDP)	600.00
14.04.22	132	Sarah Bonam (Mail bags and stickers)	53.25
14.04.22	133	Michael Holdcroft (Memories of Mine Project)	1000.00
14.04.22	134	Sarah Bonam (Project management March 2022)	1000.00
14.04.22	135	Letting in the Light (Sound for Jamland film)	200.00
14.04.22	136	Clare Withington (Evaluation interview)	25.00
14.04.22	137	Mazars (External audit 2020/21)	360.00
14.04.22	138	Mr A T Perkins (Memories of Mine Project Evaluation)	1000.00
14.04.22	139	D Powell (Expenses - mileage and Zoom subscription)	41.39
14.04.22	140	Achieve Training (Staffordshire) Limited (Various referral tasks)	600.00
14.04.22	141	D Powell (Salary)	644.18
14.04.22	142	VAST (Payroll charges and Month 1 HMRC)	97.60
14.04.22	143	D Powell (Expenses -postage and parking)	13.05
		TOTAL	8191.47