

SILVERDALE PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited, to attend an ordinary meeting of the Silverdale Parish Council on Tuesday 5th March 2024 at 7.00pm, at the Silverdale Village Institute, Spring Bank for the purposes detailed in the following Agenda:

- 1 To receive apologies for absence.
- 2 To Co-opt a new member onto the Parish Council and to witness the signing of the Acceptance of Office.
- 3 To receive declarations of Members' interests relating to any items appearing on the agenda.
- 4 To approve the Minutes of the Ordinary Parish Council Meeting held on 6th February 2024.
- 5 To receive information about matters arising from the Minutes of previous meetings, that are not covered by the Agenda.
- 6 To receive a report, if available, of any relevant matters from Police Sergeant L. Brown.
- 7 To hear matters raised by members of the public for future consideration. Time is limited to 3 minutes per person. It is appreciated if a spokesperson is selected to represent a group with the same subject. One can also choose to write to the Clerk in advance.
Please note - members of the Parish Council are not permitted to respond, except to ask questions for the purposes of clarification only.
- 8 To receive a report of any relevant matters by City Councillor Alan Greenwell.
- 9 To receive a report of any relevant matters by County Councillor Phillippa Williamson.
- 10 To receive verbal reports from any meetings attended by Members, or the Clerk (*verbal reports are only acceptable where no decision, or action, is required*).
- 11 To receive the Clerk's report of any action (*other than consideration of planning applications*) taken under the provisions of Standing Order 25.
- 12 To consider the following items of correspondence received since the last meeting and to determine what, if any, action should be taken:
 - a) A consultation letter from Bleasdale School regarding a proposal to convert to an academy status (*emailed 02/02*).
 - b) A resident writes about an obstruction on the footpath of Emesgate Lane opposite St John's Avenue (*emailed 05/02*) - **Landowner contacted 08/02**
 - c) The Rural Services Network monthly bulletin (*emailed 07/02*).
 - d) Notice of a temporary road closure on New Road, Warton on Tuesday 9th April 2024 to enable safe access to underground structure while works are carried out (*emailed 10/02*).
 - e) Mawsons Garden February Newsletter (*emailed 10/02*).
 - f) Lancaster City Council's Latest news from the Local Plan, Planning & Housing Strategy (*emailed 09/02*).
 - g) A resident writes about a dangerous fence on the east side of the footpath at St John's / Hazelwood which needs attention (*emailed 10/02*).
 - h) The Rural Bulletin (*emailed 14/02 & 20/02*).
 - i) Morecambe Bay Partnership asks for donations to enable deprived children to visit the seaside (*emailed 17/02*).
 - j) Lancashire County Council emails to make public authorities aware of a nationwide offer of a free portrait of HM the King to help commemorate his reign. Deadline for applications is 28th March (*emailed 20/02*).

- k) A representative from the Lancashire Lieutenancy writes to ask if the Parish Council would participate in a lighting of a beacon on 6th June to help commemorate the 80th anniversary of the D-Day Landings - www.d-day80beacons.co.uk (emailed 20/02).
- l) News of five provisional concerts arranged at St John's Church, Emesgate Lane, over the next two years (emailed 20/02).
- m) Keer to Kent publication.

13 Planning:

a) To note that the following Planning Applications were dealt with under the provisions of Standing Order 25:

- i) **24/0028/TPO:** Land to the North West of Cove House, Cove Road (emailed 08/02) - T0849, T0801, T0802, T0804, T0808 - Pines - deadwood and reduce height by 4m T0809 - Pines - deadwood, reduce height by 4m and remove leaning stem T0817 - Beech - Crown reduce by 25%.
- ii) **24/00144/FUL:** 22 Emesgate Lane (emailed 10/02) -demolition of existing detached garage, erection of a two-storey detached garage with ancillary living accommodation above, porch to side elevation, single storey rear extension and a two-storey rear extension. **Several comments submitted on 17/02. Copy of Highways response circulated 21/02.**

b) To consider the following Planning Applications:

- i) **23/01482/FUL:** Sunnyhurst, Emesgate Lane (emailed 16/02) - demolition of existing garage and porch, erection of a 1.5-storey side extension incorporating Juliette balcony, construction of front and rear dormer extensions, a single storey rear extension and construction of an area of hardstanding at the front.
- ii) **24/00173/FUL:** land to rear of 25 Townsfield, Silverdale (emailed 20/02) -erection of a two-storey dwelling and erection of detached garage.
- iii) **24/00114/ADV:** the Shore Car Park, Shore Road (emailed 22/02) - advertisement consent application for the display of one sign on camera column, one wall mounted sign, two pole mounted signs on new poles and two pole mounted signs on existing pole.

c) To acknowledge receipt of the title deeds to Woodwell from Ratcliffe & Bibby/Land Registry. Title number LAN248682.

14 Streetscape / Working Groups:

a) Public Toilets Project

- i) To consider any issues arising from the update report circulated to Councillors.
- ii) To note that it has been agreed by Councillors that the project has changed from a refurbishment of the existing building to a replacement with a new building for technical and best value reasons.
- iii) To note that a planning submission for the proposed works has now been submitted to Lancaster City Council by our Architect, HM Architecture.
- iv) To agree that expenditure on the next stages of professional services, including Building Regulation submission, Quantity Surveyors bill of materials, preparation of a tender document inviting suitably competent construction companies to bid for the work etc should now proceed. The Levelling Up Grant has £5,224 left to cover this work.
- iv) To note that the Parish Council's concerns about the village center wastewater scheme operated by Lancaster City Council, remain unanswered by the City Council, becoming now a critical issue.

b) Contractors - to consider the job specifications and hours required for the Contractor tenders ready for circulation. Applicants to be considered in the June meeting for commencement on 18/6/24 to 17/6/26. The Tender document 2023 to 2024 was circulated to Councillors on 09/02 for revision.

c) Defibrillators - to decide where to site the ones that have been recovered recently and to receive update on the First Responder issues.

d) Parking:

- i) To consider what can be done to prevent inconsiderate parking on parts of Gaskell Close.
- ii) What, if any measures should be taken over the Easter weekend.

e) Transport:

- i) To discuss any suggestions which have evolved from the Transport and Access Final meeting notes, circulated to Councillors on 09/02.
- ii) Does the Parish Council agree that the Transport Group should engage with Transport for the North regarding its policy on Rural Mobility?
- iii) Does the Parish Council agree that if we are deemed eligible for a Community Energy Grant, that we apply for this grant (up to £40K) to appoint a consultant to investigate our options, including the viability of running of an electric, community shuttle bus to connect all points in the village with trains arriving and departing at the station?

15 Finance

- a) To conduct the monthly check of all money received by the Parish Council (*bank statements to be inspected by a Member who is not a Bank Signatory*)
- b) To authorise payment and sign cheques for the following accounts:
 - EDF Energy (*public toilets*) - £10.00 **BACS**
 - EDF Energy (*clock*) - £18.00 **BACS**
 - Water Plus (*public toilets*) - £48.65 **BACS**
 - New Brooms (*cleaning of public toilets*) - £864.00 **CHQ:**
 - Great Oaks Tree Services Ltd (*playground contractor*) - £1,038.00 **CHQ:**
 - North West Air Ambulance (*section 137 donation*) - £300.00 **CHQ:**
 - T. Bond (*x2 replacement trees from Beetham Nurseries*) £98.00 **CHQ:**
 - HM Architecture (NW) LLP (*fees re new public toilets*) - £1,230.50 **CHQ:**
 - D. Wain (*parish contractor*) - £240.00 **CHQ:**
- c) To review the general Risk Assessment (*emailed 17/02*).
- d) To review the Asset Register (*emailed 17/02*).
- e) To consider whether to donate £100 under Section 137 to help refurbish the 'Old Waiting Room' at Silverdale railway station.

16 To update, if possible, plans for an improved doctor's service provision in Silverdale.

17 Playground - to receive a report on any urgent actions that have been taken and to consider any other issues raised in either the Lancaster City Council quarterly, or the Parish Contractor's weekly inspections.

18 To consider the Parish Contractor's work list for March.

19 To note any 'Items for Information' (*no decisions or action permitted*)

20 To receive items for consideration for a future agendas.

21 To note the next ordinary meeting of the Silverdale Parish Council is to be held on Tuesday 2nd April, 2024. Items for the Agenda and copies of reports to reach the Clerk before 8am on Monday 25th March.

22 To note that the Parish Council Annual Assembly is to be held on Thursday 21st March at the Gaskell Hall, 7pm for 7.15pm start.

Signed: *L D Challenor*

Denise Challenor, Clerk to the Council, 01524 761824