

Tuesday 5th March 2024

13627. UNCONFIRMED minutes of an ordinary meeting of the Silverdale Parish Council (PC) held on Tuesday 5th March 2024 at 7pm at the Silverdale Village Institute, Spring Bank, Silverdale.

13628. Present:

Chairman: T. Bond (Terry)
Vice-Chairman: J. Bennett (John)
Parish Councillors (Cllrs): S. Fishwick (Sarah), A. Houghton (Tony), K. Reed (Keith),
I Fisher (Ian), E. Unsworth (Liz)
Leader of Lancashire County Council & County Cllr for Lancaster Rural North: P. Williamson (Phillippa)
Clerk: L.D Challenor (Denise)
Deputy Clerk: K. Lambert (Katie)
Members of the Public: 6

13629. Apologies for Absence – City Cllr A. Greenwell for medical reasons and Police Sergeant L. Brown, no reason given.

13630. Co-Option for Parish Councillor Vacancy – Cllr Bond proposed to accept the application from Silverdale resident Jenny Webster, seconded by Cllr Bennett. This was then **APPROVED** by the Cllrs and Jenny joined the meeting as a Cllr after signing the Declaration of Acceptance of Office, witnessed by The Clerk.

13631. Declarations of Members' Interests – Cllr Houghton declared a pecuniary interest in planning application 24/00114/ADV: the Shore Car Park, Shore Road, minute item **13641 b) iv**.

13632. Approval of the Minutes from the Previous Silverdale PC Meeting – the minutes of the ordinary PC meeting held at the Silverdale Village Institute on Tuesday 6th February 2024 were **APPROVED** by Cllrs and passed to the Chairman for signing.

13633. Matters arising from the Minutes of Previous Meetings, not Covered by the Agenda:

- a) **13564 d) item of correspondence re Challan Hall railway crossing** – matter is progressing, nothing further to report at present.
- b) **13611 b) Lindeth Close** – grassy area remains in a poor state. Cllr Bennett to remind D. Wain to attend and make good.
- c) **13614 improvements to mobile phone signal** – following a successful visit to the proposed site in January by the technical team, a design scheme for a new mast installation has now been created and is now with the mobile service provider together with technical assessments for their consideration. If agreed, it will be discussed with the site owner and, if agreement can be reached, a planning application submitted. Whilst there is still some way to go, this is a certainly a positive step forward.
- d) **13621 b) replacement Birch trees** – purchased and are now in situ together with 5 Beech and 5 Hawthorns.

13634. Report of Relevant Matters from Police Sergeant (PS) L. Brown – whilst PS Brown was not able to attend to give a verbal report on matters affecting Silverdale, he was able to email through the incidents reported since the 6th February:

- a) **2 reported incidents** – 1 suspected poaching (*Challan Hall woods*) and 1 stolen numberplate from a Land Rover Discovery.
- b) **Break-in at Silverdale News/Post Office on 22nd Feb** – just after 8pm, Lancaster and Morecambe Neighbourhood Policing were alerted to an intruder alarm at the Post Office on Emesgate Lane by Cumbria Police following a mis-directed 999 call. Officers were quickly at the scene and following immediate enquiries located and arrested 2 males who had smashed a window to gain entry and stolen some property. A potential third offender made off. The property was recovered and the suspects are currently on bail.

13635. Matters Raised by Members of the Public for Future Consideration – 5 members of the public were in attendance and raised the following:

- a) *Planning application 23/01482/FUL Sunnyhurst, Emesgate Lane* – two neighbouring residents, whilst appreciating the need for the property to be updated, are not only concerned about the increase in size and the impact this would have in correlation to one of the property's, a registered heritage asset with Lancaster CC, but also the issue of privacy with the proposed Juliette balcony and the increase in the number of large windows, also adding to the light pollution. **Cllrs advised the residents to ensure their comments were registered with Lancaster CC Planning and that PC also have concerns which will be discussed later in the meeting.**
- b) *Planning application 24/00114/ADV: the Shore Car Park at The Shore* – a third resident raised a question as to the retrospective planning application for signage at the Shore and how this can be allowed given the equipment is already in place?
- c) *Historic flooding on Lindeth Road* – a fourth resident raised this concern at the last PC meeting and is surprised this is not an agenda item for further discussion. The issue has been ongoing for a number of years and they feel the PC ought to be finding a way to help residents resolve the matter.

13636. Report of Relevant Matters from Lancaster City Council (CC) from City Cllr Alan Greenwell – whilst City Cllr Greenwell was unable to attend in person, he was able to email through the following update on matters currently being discussed at Lancaster CC:

- a) *A new 'Local Plan' for the Lancaster district* – a comprehensive piece of work covering many elements including infrastructure, industry, employment, housing and climate change. It will incorporate the Local Area Energy Plan (LAEP) due out this Summer and a new housing target of 400+ homes per year is anticipated. The most important element of the Plan to note at present is that the Arnsdale and Silverdale National Landscapes Development Plan (AONB DPD) of 2019; will not change. Submission of the Plan to Government inspectors will be in around 15 months time (Summer 2025). For further information, a 'Local Plan Hub' is available on the Lancaster CC website.

13637. Report of Relevant Matters from Lancashire County Council (CC) from Cllr Phillippa Williamson – thanks given to County Cllr Williamson for her attendance at the meeting to give the following verbal report:

- a) *Lancashire CC 2024/25 budget* – is now a staggering £1.9billion per year of which 64% goes on Adult Social Care, supporting 50,000 Lancashire residents, with financial pressures continually growing. Despite a Council Tax rise of 4.9%, Lancashire CC do have a balanced budget once again and will do for the next 4 years. Lancashire CC are trying to reduce its costs by opening up their own care homes and children's homes. The Highways and Transport budget will be circa £50million however there will be an additional £3/4billion from Central Government over next 7 years as part of the Devolution settlement as this will be one of the first areas they will need to manage as part of a combined authority.
- b) *Devolution* – the consultation period closed at the end of January, overall, there were nearly 2,000 responses received which included 1,695 from individuals and 186 from organisations, businesses and representative groups, with the majority being supportive. The combined authority will enable Lancashire to make long term decisions across not only all of Highways and Transport, but the Adult Education and Skills budget and increased Compulsory Purchase powers of brownfield sites.
- c) *Bleasdale consultation for Academy status* – Cllr Fishwick attended a meeting on 27/02 and firstly raised a concern to Cllr Williamson that the 125-year lease they would have on the buildings, what would happen to them should the academy fail? Secondly, does the budget for the transport of students to the school remain with Lancashire CC, to which Cllr Williamson confirmed it did.
- d) *19 Acre Lane* – Cllr Bennett enquired as to how the PC could petition to get this integral route into Silverdale resurfaced as it is in a dire state. As this would not qualify for a capital programme, Cllr Williamson suggests it would be eligible under the Local Deterioration Fund and for the PC to write to her and the Cabinet Member to get it 'on the table'.

13638. Verbal Reports from any Meetings of Relevance Attended by Members, or the Clerk, Circulated Before the Meeting and Not Listed Elsewhere in the Agenda:

- a) *28/02 – Lancaster Local Plan settlement review* – Cllr Reed attended; Lancaster CC are in the process of reviewing the policy with an aim to complete by June 2025 but need to first work on updating the evidence which underpins the Local Plan. A key element of this is making sure their understanding of each of the

settlements (in terms of service/facility provision, public transport etc.) is as up-to-date as possible. From the meeting, Cllr Reed confirmed that there are no planned changes to the AONB DPD and in terms of the call for development sites, the AONB would be taken off the table as an option. Cllr Reed enquired about the possibility of the BT exchange site, which they indicated there may be a way, which Cllr Reed will follow up. May be due to the new CPO powers Lancashire will be gaining from the Devolution deal.

- b) *05/03 – representatives from Lancaster CC Public Transport team* – Cllr Reed and Cllr Unsworth attended a meeting where the team agreed to review the 51-bus route as accepted it has got out of kilter with the train times from Silverdale Station. They were also initially supportive, whilst worried of future budget constraints, of the recent bid made by the Climate Change Project team to the Rural Recovery Accelerator Programme to investigate the viability of an electric shuttle bus in Silverdale.
- c) *Meeting at RSPB Leighton Moss RSPB* – Cllr Bond, Cllr Reed and Cllr Unsworth attending a meeting at the site as they are looking for PC support for their expansion plans, including a new visitors centre. This new space would offer more exhibition space and availability to host events. Also discussed was their support of improving transport links and they have already contacted Network Rail to plea for an improved service and access from the station platform.
- d) *Mourholme Local History Society* – Cllr Bond has been in talks as they are seeking PC support for siting a memorial board to commemorate 130th anniversary of the Matchless tragedy. A meeting has been arranged to look at possible sites as further details are required of where and what will be needed before PC support could be considered.

13639. Clerk's Report of any Action Taken Under the Provisions of Standing Order 25 (other than consideration of Planning Applications) - none.

13640. Correspondence - receipt of the following items of correspondence were noted:

- 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, obstruction now cleared.**
- 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*) – **not an issue for the PC, owners need contacting directly.**
- 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*). **Cllrs AGREED there is nowhere suitable for this to hang so will not be making an application.**
- k) A representative from the Lancashire Lieutenancy writes to ask if the PC 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*). – National Trust are happy to participate, always well attended – Cllrs **AGREED** to participate.
- 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.

13641. Planning Matters:

- a) The following planning applications were dealt with under the provisions of Standing Order 25:
- i. *24/0028/TPO: land to the Northwest 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% - **Cllr Fisher believes a more considered approach is required as they are an important group of trees. Cllr Fisher to offer an alternative statement for Planning to consider.**
 - 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. Not addressed issue of drainage.**
- b) The following planning applications were considered:
- 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. **Oppose – does not conform to the AONB DPD design guidelines, only gives 17m for privacy when it ought to be 25m. Will add additional comments as to its proximity to a listed Heritage Asset.**
 - ii. *24/00173/FUL: land to rear of 25 Townsfield (emailed 20/02)* -erection of a 2-storey dwelling and erection of detached garage. – **Oppose - two of the previous reasons for refusal have not been properly addressed. Details of a sewage treatment plant have not been submitted, contrary to AONB DPD Policy A12, while potential impacts on surface water drainage in Townsfield need to be investigated with the Lead Flood Authority.**
 - iii. To note that Cllr Houghton left the room before the following item was considered.
 - iv. *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. **Supporting information within the application is inaccurate and needs correcting before the PC can confirm its position. The WG to consider appropriate response and circulate to Cllrs for approval.**
 - v. To note that Cllr Houghton returned to the room to participate in the remaining items.
- c) *Title deeds to Woodwell from Ratcliffe and Bibby/Land Registry - Title number LAN248682* – after 6 years of continual emails, the PC now have official legal titles for its land. The Clerk to write a letter of thanks to the solicitors, Ratcliffe and Bibby, who have carried out the work pro-bono.

13642. Working Groups (WGs) and Streetscape Matters:

- a) *Public toilets – refurbishment project:*
- i. **Plan submission 24/00216/FUL** – plans have now been submitted by HM Architecture, to Lancaster CC planning for a complete rebuilding of the public toilets and are available to view on the planning portal of their website. Concerns were raised with regards the placement of an Amazon/iPost box and electric minibus storage and so were removed from the application at this stage so as not to risk any delay in approval. An amendment can then be submitted at a further stage into the project once the concerns have been fully investigated.
 - ii. **Funding deadline for professional services** – Cllrs **AGREED** to the expenditure on the next stage of professional services, including Building Regulation submission, Quantity Surveyors bill of materials and the preparation of a tender document for suitably competent construction companies to be able to bid for the work. The UKSPF grant has £5,224 remaining to cover this expenses, however Cllr Bennett is to request an extension on the formal time limit for spending as the above may not be ready by the end of the month. Otherwise, there could well be a need for the Council to authorise additional payments before the next meeting.

- iii. **Wastewater system operated by Lancaster CC** – still no response from Lancaster CC to the letter sent on 14/12/23 to their Estates Manager. Chief Exec M. Davies is to be approached to see if he would be able to give an update on their position. In the meantime, alternatives are being looked at to avoid any delay to the project; one being to propose an arrangement that the PC would pay what United Utilities would cost if there were a main sewer to connect to but would then not be liable for any capital costs should the system fail. Another would be to have a separate cesspit, which would then need emptying every 6 weeks.
- b) *PC Tender Documents 2024-25* – current tenders, due to end June 24, were circulated to Cllrs on 09/02, the following amendments are to be made for 2024-25:
 - i. Grass cutting on St John’s to revert to a full cut for the first year. Cllr Fisher to develop a workable, long-term re-wilding scheme for the area which could then be discussed and approved by residents and AONB before implementation in Year 2.
 - ii. Parish Contractor hours to increase to 200/year.
- c) *Defibrillators* :
 - i. **Where to house spare devises** - until mobile signal improves, Cllrs are unable to identify a suitable location on Cove Road to house one of the spare devices. Cllr Houghton to approach the Woodlands Hotel and the Village Institute to see if they would like to ‘lend’ a device for use, the PC would still retain ownership and pay for the repairs and pads, however if the locations would like to contribute to the running costs this would also be acceptable.
 - ii. **Monies from Silverdale First Responders** – this is still a matter that the PC are still keen to resolve. A timeline of monies and Treasurers is to be compiled to try and identify where the initial monies given by the residents of Silverdale are/or have been spent. The issue may be raised at the Annual Assembly to try and encourage further information.
- d) *Parking:*
 - i. **Inconsiderate parking in Gaskell Close** – access for emergency vehicles is severely restricted, particularly at night which is when they are most likely to be required. PC to write a request in the Parish Magazine for this to be considered when parking on the Close and will also discuss with PS L. Brown at the Annual General Assembly for ways in which neighbourhood patrols may be able to help.
 - ii. **PC special measures during Bank Holiday weekend** – Cllrs **AGREED** to take no additional measures to assist with inconsiderate parking over the Bank Holiday weekend but they will suggest to PS L. Brown that if he has patrols stationed in the area, to please consider deploying to Silverdale to look at inconsiderate parking, particularly on Post Office hill and Red Bridge Lane by the train station.
- e) *Transport:*
 - i. **Engagement with Transport for the North regarding its policy on Rural Mobility** – due to time constraints, Cllrs **AGREED** via email on 26/02 and a bid has been submitted to apply for funding for a trial shuttle bus for Silverdale under the DfT Rural Transport Accelerator Programme. This will not be replacing the existing 51 bus service but is an opportunity to see if a community shuttle bus could be viable. The project would run for 1 year and would be designed with an electric vehicle in mind. The Climate Change team at Lancaster CC have been very supportive, the WG should find out in a couple of weeks if the bid was successful.
 - ii. **Community Energy Grant Application**– this may not now be needed as the above scheme, if successful, would get both City and County Council working together on a viable transport solution for the village. The WG will await the response from the Rural Transport Accelerator programme before continuing with an application.

13643. Finance:

- a) For the monthly check of monies, a bank statement was given to Cllr Reed who verified the following receipts into and balance on the Current Account:
 - i. No monies have been received since 25/01
 - ii. £50,670.86 to be the balance on the Current Account on 05/03/24
- b) The payments to the following accounts were approved and required cheques signed:
 - i. EDF Energy (*toilets*) - £10.00 **BACS**
 - ii. EDF Energy (*clock*) - £18.00 **BACS**

- iii. Water Plus (*toilets*) - £48.65 **BACS**
- iv. New Brooms (*cleaning of public toilets*) - £864.00 CHQ:622562
- v. Great Oaks Tree Services Ltd (*playground contractor*) - £1,038.00 CHQ: 622563
- vi. North West Air Ambulance (*section 137 donation*) - £300.00 CHQ:622564
- vii. T. Bond (*x2 replacement trees from Beetham Nurseries*) £98.00 CHQ: 622565
- viii. HM Architecture (NW) LLP (*architectural fees re new public toilets*) - £1,230.50 CHQ: 622566
- ix. D. Wain (*parish contractor*) - £240.00 CHQ: 622567

- c) *Review of the General PC Risk Assessment* – emailed to Cllrs on 17/02, no additional comments were noted, all Cllrs **AGREED** to the information within.
- d) *Review of the PC Asset Register* – emailed to Cllrs on 17/02, no additional comments were made, all Cllrs **AGREED** to the information within.
- e) *Section 137 donation to the Friends of Silverdale Station* – Cllr Unsworth proposed a £100 donation to assist in the refurbishment of the ‘Old Waiting Room’ at Silverdale railway station. Whilst Cllrs agreed in principle, more specific details would be needed as to what the money would be spent on, rather than it be added to a ‘general pot’.

13644. Review of the Surgery Provision by Ash Trees in Silverdale – due to time constraints, the matter is to be carried forward to the next meeting.

13645. Playground Matters – Cllr Bennett circulated a report to Cllrs ahead of the meeting which detailed the following points:

- a) *Urgent actions taken* – none
- b) *New issues noted on the Parish Contractor’s weekly inspections or City Council reports* – none.
- c) *Ongoing issues* – Cllr Bennett obtained a second quote to replace the rotten access steps on the toddler multiunit from a joinery firm in Carnforth, J. Dixon & Son, which came in at £1,321+VAT. As Playdale’s quote came in at £1,890+VAT, Cllrs **AGREED** to accept the quotation from J. Dixon & Son and for the works to commence.

13646. Review of Works to be Carried Out by the PC Contractor in the Coming Month – tidy up the grassy area at Lindeth Close.

13647. Items for Information:

- a) The Gaskell Hall are changing their entry system to fobs; there is a back-up system in place to gain access in the event of a power outage. PC to receive 2 fobs for note in the Emergency Plan.
- b) Cllr Fisher is in the process of arranging a meeting with D. Watson to discuss plans for Bank Well.

13648. Suggestions for Future Agenda Items:

- a) Surgery Provision by Ash Trees in Silverdale
- b) Position of the Post Office Ltd for a continued service if Silverdale News closes.
- c) Dog poo bag dispensers.

13649. Date and Time of Next Parish Council Meeting – date of the next meeting of the Parish Council is to be **Tuesday 2nd of April 2024**. Items for the agenda and copies of reports to be with the Clerk **before 8am on Monday 25th March 2024**.

13650. Parish Council Annual Assembly - to be held on **Thursday 21st March 2024** at the Gaskell Hall, 7pm for 7.15pm start.