

SILVERDALE PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited, to attend the Annual Parish Council Meeting on 7th May 2024 at 7.00pm, in the Silverdale Institute, Spring Bank, Silverdale, for the purposes detailed in the following Agenda:

- 1 To elect the Chairman of the Council, and to witness the signing of the Declaration of Acceptance of Office.
- 2 To elect the Vice Chairman of the Council.
- 3 To receive Apologies for Absence.
- 4 To receive Declarations of Members' interests relating to any items appearing on the agenda.
- 5 To approve the Minutes of the Meeting held on 2nd April 2024.
- 6 To receive information about matters arising from the Minutes of previous meetings, not covered by the Agenda.
- 7 To receive a Police Report if available.
- 8 To hear matters raised by Members of the Public for future consideration. *Note: Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification only.*
- 9 To receive a report of any relevant matters from the County Councillor Phillippa Williamson.
- 10 To receive a report of any relevant matters from the City Councillor Alan Greenwell.
- 11 To elect members of committees and representatives to other organisations. (List provided below)
- 12 To receive verbal reports from any meetings attended by Members, or the Clerk.
- 13 To consider whether to adopt 'The Civility and Respect Pledge' as explained in Councillor Hamish Mills (Chair of Lancaster City Standards Committee) letter; emailed 25/3/24)
- 14 To consider the following items of correspondence received since the last meeting and to determine what, if any, action should be taken:
 - a) Rural Services Network Bulletin. (Emailed 5/4/24 & 10/4/24)
 - b) Lancashire Trading Standards. (Emailed 5/4/24)
 - c) A visitor writes upset about a parking fine for going onto the shore in his car and explains the circumstances. (Emailed 2/4/24) – Clerk responded sorry to hear but it is not Parish Council land.
 - d) A resident writes about a car which he feels might have been abandoned outside his house. What can he do? (Emailed 9/4/24) - It is found not to be abandoned.
 - e) Agenda for Lancaster Area Committee meeting on 22/5/24. (Emailed 10/4/24)
 - f) Parish Online Publication. (15/4/24)
 - g) The Rural Bulletin. (16/4/24 & 23/4/24)
 - h) A letter regarding the problems with parking on the Shore car park. (Emailed 22/4/24)
 - i) Details of L County Council's weed treatment spraying plan - Silverdale WC 10th June and 7th October 2024. (Emailed 22/4/24)
 - j) Wray Parish Council write to ask SPC's opinion regarding the changes to the timescale of the new LCC Local Plan (2020 -2031). See email of 25/4/24.
 - k) Morecambe Bay Partnership news. (Emailed 25/4/24)
 - l) Fire and Rescue Hot topics. (Emailed 25/4/24)
 - m) Clerk & Council's Direct Publication

- n) The organisers of the Summer Field day ask to use the Emergency Plan walkie talkies for the event.
- o) A resident writes about the possibility of the Post Office closing before the end of the year and urges the Council to participate in the move to keep it in the village. Emailed 29/4/24)
- p) Support and help is requested by a group wishing to provide a sensory space for children with special needs; to be called the SEND Den (See email of 26/4/24)

15 Planning Matters:

- (a) To note that the following Planning Applications were dealt with under the provisions of Standing Order 25:
 - 23/01409/FUL Cove House, Cove Road. Demolition of existing service area single storey accommodation unit, erection of two storey extension to provide new service area and 2 replacement care home bedrooms, new supported living unit comprising of 10 dwellings and associated communal space, alterations to car park and access. (Emailed 5/4/24)
 - 24/00359/FUL Wood End, Woodwell Lane. Proposal : Demolition of existing garage and erection of 2 storey outbuilding, extension to kitchen including erection of second storey above, replacement of roof, windows and doors. (Emailed 5/4/24) – **Support with concerns.**
 - 24/0069/TPO Land Adjacent Cove House/ West Of Cove Orchard , Cove Road
 - Fell x2 Corsican pine, crown reduction of x4 Corsican pine and x1 beech.(12/4/24) - **support**
 - 23/01244/FUL Amendment. Site Address: Barn At OS Grid Reference E346558 N474927, Stankelt Road. Demolition of an existing barn and erection of a new dwelling (C3) (15/4/24) **Support with concerns.**
- (b) To consider the following Planning Applications:
 - 24/00471/FUL Sunnyhurst, Emesgate Lane. Demolition of existing garage and porch, erection of a 1.5 storey side extension, and rear single storey extension, construction of a replacement roof incorporating rooflights and dormer extensions to the front and rear and construction of an area of hardstanding at the front.

16 To receive the Clerk's report of any action (other than consideration of Planning Applications) taken under the provisions of Standing Order 25:

17 Working Groups/Streetscape

- Public Toilets Project
- Clarkson's have written to ask if we want to book a 3 year inspection, but our records say the next one should be 2026 – after 5 years; which will not be necessary due to the block being replaced. (16/4/24)
- Defibrillators – Does Council wish to buy a storage box for The Green, at circa £500.
- To update on the First Responder Funds
- To update on the Mobile Phone Mast.
- To receive an update on the Community Energy Fund Phase 2 submission.
- Wild Camping. To consider strategies to reduce/ control wild camping on public roads in the area, in both public and private parking areas, in order to reduce the incidents of human waste and litter.

18 To update on the approach to Ashtree's Surgery for a meeting about the service for Silverdale.

19 Playground Matters

- To receive a report on any urgent actions that have been taken and to consider any remaining issues raised in either the Lancaster CC quarterly, or Parish weekly inspections. Cllr. Bennett circulated his report by email on 28th April.

20 Finance

- a) To conduct the monthly check of all money received by the Council (*bank statements to be inspected by a Member who is not a Bank Signatory, or more than one such Member*)

- Receipts - Precept - £76735
- b) To authorise payment and sign cheques for the following accounts:
 - EDF Energy, clock, £18 bacs
 - EDF Energy, toilets, £10 bacs
 - Waterplus, toilets, £45.82 bacs
 - LALC subscription, £334.50, cheque
 - Lancaster City Council, Bankwell work, £156 cheque
 - Val Westhead, healthy village meet & greet (last of funds held), £34.11 cheque
 - Gaskell Memorial Hall 16/3/23, 15/11/23, 1/2/24, 21/3/24, £163.50 cheque
 - Great Oaks tree Services Ltd inv. 529, £1038.00 cheque
 - New Brooms, toilet cleaning, £1248, cheque
 - David Wain, contractor, 4 invoices (including corrected one), £1323.99, cheque
 - Malcolm Richardson, internal audit £100 cheque.
 - Silverdale Parish Council, for Skipton BS, £40,000 cheque
- c) Audit Matters
 - To approve the accounts, consider the internal auditors comments on Section 3; Approve and sign section 1 and sign and section 2 of the Annual Return.
 - To acknowledge the Skipton Bank account has been opened and all monies in Santander deposit account will be transferred. A further cheque of £40,000 will be deposited from the Santander current account.

21 To record that the Clerk and Deputy have had their annual appraisals.

22 To consider the Contractors job list.

23 To make arrangements for the D Day celebration beacon.

24 To consider whether the Council can do anything to encourage work to be done to prevent the inconvenient flooding which occurs outside 'Rock Villas' on Lindeth Road. (Emailed 26/4/24)

25 To note any "Items for Information" (no decisions or action permitted)

26 To receive items for consideration for a future agenda.

27 To note that the date of the next meeting is 4th June 2024. Items for the agenda, to reach the Clerk before 29th May.

Signed:

L Denise Challenor

Mrs L D (Denise) Challenor
Clerk to the Council, Tel. 01524 761824