

Tuesday 2nd July 2024

13741. CONFIRMED minutes of an ordinary meeting of the Silverdale Parish Council (PC) held on Tuesday 2nd July 2024 at 7pm at the Silverdale Village Institute, Spring Bank, Silverdale.

13742. Present:

Chairman: T. Bond (Terry)
Vice-Chairman: J. Bennett (John)
Parish Councillors (Cllrs): I. Fisher (Ian), S. Fishwick (Sarah), A. Houghton (Tony), K. Reed (Keith),
E. Unsworth (Liz), J. Webster (Jenny)
Lancaster City Cllr: A. Greenwell (Alan)
Police Sergeant (PS) Lancaster & Morecambe: L. Brown (Lindsay)
Clerk: L.D. Challenor (Denise)
Deputy Clerk: K. Lambert (Katie)
Members of the Public: 4

13743. Apologies for Absence – none.

13744. Declarations of Members' Interests – Cllr Fishwick declared a non-pecuniary interest in item **13756 d**).

13745. Approval of the Minutes from the Previous Silverdale PC Meeting – amendment to minute item **13729 b**) as the legislative amendment to the purpose of the National Landscape in respect of planning is to 'further the purpose' not 'seek the purpose'. The minutes of the ordinary PC meeting held at the Silverdale Village Institute on Tuesday 4th June 2024 were then **APPROVED** by Cllrs and passed to the Chairman for signing.

13746. Matters arising from the Minutes of Previous Meetings, not Covered by the Agenda:

- a) **13738 a) Bay Search and Rescue Signs warning signs** – Cllrs note these have now gone up.
- b) **13733 d) memorial bench donation** – the family would like to donate a larger bench in grey with a memorial plaque. The Clerk to circulate to Cllrs the exact specification before confirming to ensure it ties in with existing stock and meets the low maintenance criteria.
- c) **13708 d) wild camping** – since 07/05, Cllr Fisher has been documenting wild camping at The Cove and has evidence of ten different vehicles parked over a period of circa 50 days.

13747. Matters Raised by Members of the Public for Future Consideration – three members of the public raised the following concerns:

- a) *Cameras on PC land* – new surveillance cameras appear to have been installed on trees on PC land by Wood Well, were Cllrs aware? Branches also appear to have been removed to allow for said cameras. **Cllr Bond clarified a meeting was held with the owners back in December with an agreement given until Easter. PC to follow the matter up.**
- b) *PC letters to Ash Trees* – a resident wished to thank the PC for their efforts in trying to confirm the future of GP provision in Silverdale and to encourage them to continue their endeavours.
- c) *Concerns over Emergency plan & flooding on Lindeth Road* – the resident who raised concerns at June's meeting with regards the Emergency Plan felt they were not recorded fully in the minutes and is concerned it is not an agenda item for further discussion. They would also like for the PC to demonstrate more interest in helping the residents resolve the matter of flooding on Lindeth Road which was first raised in 2021. **Cllr Bond clarified that the matter of flooding on Lindeth is in action with County Cllr Williamson and City Cllr Greenwell and so at this particular juncture, there is nothing further the PC can influence but they will certainly be keeping a watching brief over the situation.**

13748. Report of Relevant Matters from Police Sergeant (PS) L. Brown – thanks given PS Brown who was in attendance at the meeting to give the following report on matters affecting Silverdale since June:

- a) *13 reported incidents* - 1 motor bike nuisance at Trowbarrow Quarry, (*electric bikes is an emerging issue for the Constabulary, whilst they are aware, they are extremely difficult to deal with / identify riders and are reliant on local knowledge*), 2 burglaries (*both from the Co-op, first of cash stolen in the early hrs, second just a report of a burglary as alarm was activated, no evidence to suggest anything occurred*),

1 reported theft of wallet (*more likely lost*), 1 of sextortion (*from a dating app, explicit photos to extort money*), 2 suspicious circumstances (*1 camera in a tree, 1 discovery of a body in Eaves Wood near to Middle Barrow Quarry (missing person from Cheshire)*), 1 tree down on New Road, 1 parked vehicle causing an obstruction, 1 of a dog chasing livestock, 1 sudden death, 1 dog left in garden whilst owner away.

- b) *Lancashire are recruiting for Special Constables (volunteers)* – open for applications until 10am on 15/07. Not a huge commitment timewise, one weekend a month and is great experience for anyone considering a career in the police. Whilst not a paid role, expenses are paid, more information can be found on their website <https://joinus.lancashire.police.uk/>
- c) *Questions form Cllrs* – Cllr Houghton raised an issue at the number of road closures affecting Silverdale recently, where sometimes the road is not even closed. This causes unnecessary disruptions for our emergency services and delivery lorries, particularly when the diversions are extensive. Does the legislation dictate that if a road is narrower than 4m, which is most of Silverdale’s roads are, the road must be closed in order for works to be carried out? Whilst not a police matter, PS Brown to enquire with a contact at Lancashire CC’s Speed Works Team to clarify and to see if an alternative to full closure can be suggested.

13749. Report of Relevant Matters from Lancashire County Council (CC) from Cllr Phillippa Williamson – none available.

13750. Report of Relevant Matters from Lancaster City Council (CC) from City Cllr Alan Greenwell – thanks given to City Cllr Greenwell for his attendance at the meeting to give the following verbal report:

- a) *Recent Planning Committee meeting* – the recent meeting was primarily focused on Silverdale matters. The first topic was the installation of ANPR cameras and associated signage at The Shore, which was rejected due to its aesthetic and environmental impact. Although the developers, Parking Eye Ltd, can appeal this decision, they have a limited timeframe to do so. Cllr Greenwell is to explore what the next steps are and if the cameras were to be removed, what can be done to maintain the reduced level of antisocial behaviour the area has seen since their installation. The next item was the new public conveniences which was unanimously passed with great speed, with the issue of sewage barely mentioned. Cllr Greenwell has pressed the Chief Executive twice to expedite the sewage matter, emphasizing the urgency in moving the project forward to avoid missing the timeline stipulations of the grant funding.
- b) *Furness Line Community Rail Partnership meeting* – whilst there was great enthusiasm for the FOSS project to refurbish the waiting room, there was little progress to report on the service performance by Northern Rail, which seems to have worsened. Over the last 12 weeks, Silverdale ranks 2,555th out of 2,631 stations for its performance, a score which is based on service punctuality and cancellation frequency.
- c) *Corner of Cove Road* – Cllr Greenwell’s efforts to move the 20mph speed limit to further along the road has been rejected by County Highways as the road has an ‘excellent safety record’ and 20mph are for built up areas only. Cllr Reid suggested that the road does have residential properties on either side and that Holgates Holiday Park could surely be described as ‘built-up’ in terms of potential pedestrians it brings. Cllr Greenwell to continue to pursue the matter.
- d) *Silverdale Art Exhibition 2024* – Cllr Greenwell wished to extend his personal appreciation for the terrific artwork displayed throughout the exhibition last weekend, in particular the works of Cllr Reid and Cllr Unsworth.
- e) *Questions from Cllrs* – Cllr Bennett expressed his thanks to Cllr Greenwell for continuing to pursue the Chief Executive to gain some movement in the issue of the waste management system for the public conveniences. Whilst the terms and conditions were not disclosed, the user guide has now been provided to which further clarification should start. Cllr Fishwick raised concerns at the unsightly grass area on Lindeth Close which has become overgrown with brambles and for Cllr Greenwell to follow-up with Public Realm to ensure the area is on their schedule to maintain.

13751. 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) *24/06 email migration* – each Cllr had a virtual meeting with J. Nattrass from iTEK to migrate their Cllr emails onto a new server. The process was very efficient, thanks given to Cllr Unsworth for arranging. All Cllrs now have access to their emails, however Cllr Bond and Cllr Reid are still having a few issues which they will need to contact iTEK to resolve.

13752. Correspondence - receipt of the following items of correspondence were noted:

- a) A visitor writes to ask about having a seat with a view of the sea in memory of her late father (*emailed 29/05*) – **PC do not own any land overlooking the sea but could accommodate a bench further into the village.**
- b) The Rural Bulletin (*emailed 29/05, 04/06, 18/06*).
- c) A visitor writes to complain about a fine for non-payment of parking on The Shore (*emailed 28/05*) – **Cllr Fishwick raised the issue of what happens next following the planning refusal of the cameras and signage? Is Parking Eye Ltd still in a position to issue fines for non-payment?**
- d) A resident writes of concerns about an increase in the number of deer eating their gardens, wandering on the road, and the risk of contracting Lyme disease and to ask the PC to make a representation to the National Trust about the possibility of a cull (*emailed 02/06*). **Not an issue for the PC to become involved with.**
- e) A complaint about a fine for parking on The Shore (*emailed 05/06*).
- f) An observation that riders of motorised bikes do not seem to be taking enough care on the roads around the village (*emailed 06/06*).
- g) The Rural Services Network Bulletin (*emailed 11/06*).
- h) Morecambe Bay Partnership news (*emailed 13/06*).
- i) Three complaints about overhanging vegetation causing problems on the highways (*emailed 17/06, 22/06*).
- j) Keer to Kent publication.
- k) Mawsons garden online newsletter - Summer 2024 (*emailed 22/06*).
- l) LESS, a Lancaster based social enterprise, is looking for a landowner that's willing to sell land for a pioneering community farm, education and training centre (*emailed 22/06*).
- m) Follow up of a memorial seat donation at Woodwell accepted in June 2022 (*emailed 21/06*) **PC to confirm if there is a suitable place available.**
- n) A request to alter the chimes of Bleasdale School clock, as they are felt to be obtrusive (*emailed 25/06*) – **Cllrs AGREED that it is reasonably acceptable for the chimes to run from 8am until 8pm. They have been part of the village for over 100years and are very much enjoyed by residents and the pupils of the school.**

13753. Planning Matters:

- a) The following planning applications were dealt with under the provisions of Standing Order 25:
 - i. *Amendment to 24/00359/FUL: Wood End, Woodwell Lane (emailed 04/06)* - demolition of existing garage and erection of a two-storey outbuilding with link to the front and side elevation, erection of a part single part two-storey side extension, replacement roof, windows and doors. **Cllrs unclear as to what the amendment is and to investigate further.**
 - ii. *Amendment to 24/00216/FUL: Silverdale Parish Council, Public Conveniences (emailed 04/06)* - demolition of existing public toilets and erection of a replacement public toilet & storage building.
Support
- b) *The following planning applications were considered – none*
- c) *Damage to pillars on Spring Bank – Cllr Bond received an email on 24/06 from a Senior Planning Enforcement Officer at Lancaster CC who believes the issue is not one for the Planning Authority as the pillars are on unadopted land. Currently awaiting a response from Building Control who may be able to assist as County Highways may have jurisdiction over them. Matter ongoing.*

13754. Clerk's Report of any Action Taken Under the Provisions of Standing Order 25 (other than consideration of Planning Applications):

- a) 26/06 – report of a blocked toilets, once again due to paper towels, PC Contractor D Wain contacted.
- b) 26/06 – responded to a letter of resignation received from the Deputy Clerk. Regret was expressed and thanks given for her service to the PC over the time she has been Deputy.

13755. Working Groups (WGs) and Streetscape Matters:

- a) *Public toilets:*
- i. **Building Regulations** – HM Architects have now completed the necessary plans and specifications together with accompanying documentation and submitted them to Lancaster CC’s Building Control for approval on the 18/06.
 - ii. **Plan submission 24/00216/FUL** – has now received full approval, with conditions, from the Planning Committee at Lancaster CC on 24/06. The conditions principally involve requirements for site safety and highway access during the construction phase.
 - iii. **Next stages of work** – Cllr Bennett has chased for the specification and tender document to invite suitable Contractors to quote for the construction works to be completed asap as timescales are now becoming tight for the grant funding. Hoping these will be available to send out within the next few weeks.
 - iv. **Fixtures, fittings & finishings** - little can be done with regards the internal layout as this has to be governed by BS 8300-2:2018 which provides guidance on designing buildings and facilities to make them accessible to persons with disabilities and includes specific recommendations for the design of accessible toilets. The WG working group are currently exploring fittings options, colours etc and will provide full proposals to the PC for consideration and final decision.
 - v. **Wastewater system operated by Lancaster CC** – additional responses have been received from the Lancaster CC, providing a more comprehensive understanding of the situation. The PC has some further points to clarify with their Housing department, particularly concerning the apportionment of ongoing costs, before it can proceed with the formal acquisition and transfer of site ownership.
- b) *Improvements to mobile phone signal* – whilst Cllr Bennett is aware that an LVIA survey has been carried out at the site, he has had no further communication from Clark Telecom to confirm this or to report any update.
- c) *Highways and footpaths* – the PC have received numerous reports regarding overgrown vegetation obstructing highways and footpaths, an issue requiring urgent attention from County Highways. Although clearance work has recently been undertaken, it does not go far enough and appears to not meet the specified standards, particularly concerning taller vegetation. The underlying problem seems to be either inadequate performance by Lancaster CC or the need to review the current contract to align with contemporary requirements rather than outdated specifications. To address this, the PC will again try to obtain the contract and maintenance schedule directly from Highways and County Cllr Williamson, along with their definition of what the required maintenance should be. Alongside this, Cllrs should continue to take pictures and submit them via the Love Clean Streets app and residents should also be encouraged to do the same.

13756. 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:*
- i. **Grass** - due to availability difficulties, the grass grew excessively long (*approximately 150 to 180mm*), leading to complaints from parents. On 19/06 the grass was eventually cut, and normal conditions restored with the new contractor having scheduled their first cut for 28/06. Cllr Bennett met with the new contractors prior to discuss specific areas needing attention and care. It has also been requested that they email both Cllr Bennett the Clerk after each cutting session, ensuring that the number of cuts align with the charges on subsequent invoices.
 - ii. **Wetpour safety surfacing** – a ‘pothole’ has occurred in the safety surfacing by the toddler multi-unit. Cllr Bennett to investigate options for a temporary fix and also for a more substantial overhaul which might include replacement of the whole of the wetpour safety surfacing and toddler unit.
- c) *Ongoing issues* – the new steps have now been fitted to the toddler multi-unit. Cllrs are pleased with the quality of workmanship.
- d) *Bowling club* – as Secretary of the bowling club, Cllr Fishwick requests the PC’s permission to bring a flail mower onto the playground to cut the hedge, at the bowling club’s expense. Cllr Houghton raised concerns at the amount of debris such a mower brings and whether this poses a safety risk on a playground.

Cllr Fishwick believed the hedge was too high to be cut safely manually. Cllr Bennett to contact D. Wain for advice and a possible quote.

13757. 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. £1,844.83 (*REPF Grant – public conveniences*)
 - ii. £500.00 (*from Lancaster CC Local Delivery Scheme grant for Rights of Way*)
 - iii. £60,049.57 to be the balance on the Santander Current account on 01/07/24
 - iv. £110,000.00 to be the balance on the Skipton Community Saver account on 13/06/24
- b) The payments to the following accounts were approved and required cheques signed:
 - i. EDF Energy (*toilets*) - £18.00 **BACS**
 - ii. EDF Energy (*clock*) - £10.00 **BACS**
 - iii. Water Plus (*toilets*) - £48.01 **BACS**
 - iv. D. Wain (*PC contractor for works in May*) £695.90 **CHQ:622597**
 - v. J. Dixon & Sons (steps for toddler unit) £1,585.20 **CHQ:622598**
 - vi. Great Oaks Tree Services Ltd (*playground contractor – final payment*) £1,038.00 **CHQ:622599**
 - vii. S. Lamb (IT support from 01/01 to 30/06, final payment) - £100.00 **CHQ:622532**
 - viii. L. D. Challenor (x3mths salary + expenses) - £1,514.50 **CHQ:622533**
 - ix. HMRC (*PAYE for LDC*) - £350.07 **CHQ:622534**
 - x. HM Architecture (NW) LLP (*public convenience plans*) - £2,005.00 **CHQ:622535**
- c) *Silverdale Neighbourhood Watch (SNW) Funds* – the PC have received confirmation that the funds are not to be ring fenced for future SNW use but are to be donated for the benefit of the community. Cllrs **AGREED** to accept the circa £386 donation.
- d) *ITEK invoice* – the Clerk to contact ITEK to reissue the invoice in the correct name and to inform them of when payment can be expected.

13758. PC Attempts to Gain a Public Meeting with Ash Trees Surgery – on 06/06 Cllr Bond sent a follow-up email as no response had been received to the initial PC communications sent on 21/04. This email bounced back and so the letter was printed and hand-delivered to the six contacts at Ash Trees Surgery. However, there has still been no response. Consequently, the booking at the Gaskell Hall has been cancelled. The lack of response, combined with the unkempt state of the building, suggests their plans for future provision in Silverdale are uncertain. Cllrs **AGREED** that the matter needs to be escalated to higher authorities responsible for commissioning services. Whilst these contacts are sourced, a letter will be also be drafted and sent via registered post, marked "private and confidential," to each member of the senior management team. Additionally, Cllrs will inquire through personal contacts as to who could be the most effective recipients for the letter.

13759. Items for Information:

- a) Bid to the NW Community Energy Fund is looking hopeful. Cllr Unsworth has supplied supplementary information to Lancashire CC and received a specimen funding contract to review, pending the final decision by Lancashire CC and the NW Net Zero Hub.
- b) Cllr Fisher and Cllr Webster are working on an application for a community orchard.
- c) There is a vacancy for a Deputy Clerk, any expressions of interest to contact the Clerk for further details - clerk@silverdale-pc-lancs.gov.uk

13760. Suggestions for Future Agenda Items:

- a) Remaining sites available for future memorial bench requests and alternative suggestions once filled.
- b) Poor performance of Northern Rail and how to improve the service.

13761. Date and Time of Next Parish Council Meeting – the next meeting of the Parish Council will be on **Tuesday 6th of August 2024**. Items for the agenda and copies of reports to be with the Clerk **before Tuesday 30th July 2024**.