

Tuesday, 6 August 2024

13762. CONFIRMED minutes of an Ordinary Meeting of the Silverdale Parish Council (PC) held at the Silverdale Village Institute, Spring Bank, Silverdale on Tuesday, 6 August 2024 at 7pm.

13763. Present:

Vice-Chairman: J. Bennett (John)
Parish Councillors (Cllrs): I. Fisher (Ian), S. Fishwick (Sarah), A. Houghton (Tony), K. Reed (Keith),
J. Webster (Jenny)
Lancaster City Councillor: A. Greenwell (Alan)
Lancashire County Councillor: P. Williamson (Phillippa)
Clerk: L.D. Challenor (Denise)
Minute-Taker: S.D. Hayward (Sue)
Members of the Public: 4

13764. Apologies for Absence: Councillor T. Bond (Terry), Councillor E. Unsworth (Liz), PS1938 L. Brown (Lindsay).

13765. Receipt of Declarations of Members' Interests Relating to any Items Appearing on the Agenda:
None.

13766. Minutes of the Previous Meeting

The minutes of the Ordinary Meeting held on Tuesday, 2 July were **APPROVED** then signed by the Vice-Chairman.

13767. Matters Arising from the Minutes of Previous Meetings, not Covered by the Agenda:

- a) **13733 d)** The Clerk advised that she had ordered the bench in memory of Betty Hodkinson and that the donation from the Hodkinson family had just been received.
- b) **13752 i)** Cllr Fishwick reported that the vegetation at Pool Bridge had been cut back but there were still areas where brambles needed attention and where litter was an issue. She commented that the overgrowth was a hinderance to cyclists and pedestrians. Cllr Houghton added that there was a buddleia on Lindeth Road which has spread into the road.
- c) **13753 a) (ii)** It was confirmed that the PC had not responded to the planning amendment with regards to the Public Conveniences, considering it inappropriate to do so, because the Parish Council submitted the amendment.

13768. Police Report

PS Brown was not present at the meeting and his report was not available.

13769. Matters Raised by Members of the Public for Future Consideration

The following points were raised:

- a) it was suggested that a sign be put on the gate at the cattle grid near to Silverdale shore saying 'No Overnight Parking';
- b) a copy of the electrical test certificate for the generator installation in the Gaskell Hall was requested by a member of the Gaskell Hall committee

13770. Report from County Councillor Phillippa Williamson

County Cllr Williamson reported that:

- a) Lancashire County Council (Lancs. CC) has put in place a civil contingency plan in response to recent events around the major incident in Southport;
- b) the end of year accounts for 2023/24 showed an overspend of 0.04% which was due to expenditure on potholes. An independent assessment of Lancs. CC's credit worthiness had been carried out and an AA- rating assigned. It was noted that this was significant with regards to their roles as lender and borrower;

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- c) the devolution deal for Lancashire had been put on hold when the general election was called and was now under discussion again;
- d) the consultation period on the proposed reforms to the National Planning Policy Framework and other changes to the planning system has begun and ends on 24 September;
- e) the vital repairs to the A6070 (previously known as the A601(M)) were on target for completion in March 2025. Overnight road closures are scheduled for 12 – 14 August and 20 – 22 November;
- f) a £1 all day Sunday adult single fare has been introduced in addition to the current £1 evening fare offer (funded by government as part of the Bus Service Improvement Plan) and a discounted fare scheme for 16-21-year-olds was due to be launched;
- g) a School Governor Recognition Scheme has been introduced. Lancs. CC were looking to recruit more school governors in view of the shortage;
- h) a Friends of Carnforth Library group was in the process of being set up;
- i) Carnforth recycling center was no longer able to accept hard plastic;
- j) she was still trying to source a map showing which verges across the county were managed by Lancs. CC.

Cllr Houghton reported that there has been a number of road closures in the Silverdale area which appear to be unnecessary due to the small scale of the works taking place or no visible signs of work taking place.

Cllr Bennett offered to send County Cllr Williamson a copy of a map of Lancs. CC verges he had which might not be up-to-date but would be a starting point.

13771. Report from City Councillor Alan Greenwell

City Cllr Greenwell presented his report which had been circulated by email to Members prior to the meeting; this covered: Lindeth Road floods; Lindeth Close grassed area; holiday homes for rent in Silverdale and reforms to the National Planning Policy Framework.

The Planning Working Group (WG) offered to draft a response to the proposed reforms to the National Planning Policy Framework which they would circulate to Members.

With reference to the grassed area on Lindeth Close and Lancaster City Council's (Lancaster CC) Open Space Study, Cllr Reed suggested that this should be improved by adding a play area.

13772. Train Service

Cllr Bennett noted that the current situation with regards to the train service was reported to be caused by staff absences and periods of industrial action. He recommended that attempts be made to coordinate the bus service with the train service once the train service was (hopefully) more settled.

It was agreed that the PC should ensure that Lizzi Collinge MP was made aware of the current issues around Silverdale's train service, **RESOLVED** to ask Cllr Unsworth to summarise the situation in writing for Lizzi Collinge with a copy sent to Northern Trains.

13773. Reports on any Meetings Attended by Members or the Clerk

- a) Cllr Reed reported that there had been 2 meetings of the Sustainable Transport Group – he had attended the inception meeting and minutes of this were available; Cllr Bond had attended the subsequent meeting.
- b) Cllr Reed also reported that he had attended a meeting of the Net Zero Carbon WG.

13774. Planning

- a) The following planning applications were dealt with under the provisions of Standing Order 25:
 - 24/0106/TCA Proposal : 2x Ash-fell. 31 Spring Bank (25/6/24) – **Approved**
 - 24/0114/TPO 17 Spring Bank Proposal: : T1, T2 and T3 - Ash – fell T4 - Hawthorn – fell – **Approved**

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- 24/0113/TPO 25 Spring Bank Proposal : T1, T2 and T3 - Ash – fell (1/7/24) – **Approved**
 - 24/0115/TPO : Woodland Adjacent, West Winds, Woodlands Drive. Remove 2 Ash Trees due to Ash Dieback/poor health. (3/7/24) – **Approved**
 - 24/00705/FUL 16A Stankelt Road. Loft conversion to form additional living space and installation of roof lights. (3/7/24) – **Comment sent but not opposed**
 - 24/00705/FUL 16A Stankelt Road – amendment. (29/7/24) – **No comment**
 - 24/00023/REF Appeal Gibraltar Farm Campsite, Lindeth Road. Erection of an agricultural worker's dwelling (C3) with associated access, parking and landscaping, alterations to land levels and installation of a package treatment plant. Original Planning Ref: 23/00634/FUL – **No further comments**
 - 24/00739/FUL Glenarra, Park Road. Construction of a raised roof to dwelling with the construction of a dormer extension to the rear elevation. (9/7/24) - **Support with concerns.**
- b) The following planning applications were considered:
- 24/00785/FUL 2 Bottoms Lane. Demolition of 2-storey side extension and existing single-storey rear extension, erection of 2-storey rear extension and single-storey side and rear extension, entrance canopy, reroofing of existing single-storey extension. (18/7/24) – **Opposed being contrary to Policies AS02, AS08 and Policy AS12.**
 - Amendment to 24/00739/FUL Glenarra. Proposal : Erection of a porch and conversion of existing garage, alterations to roof including raising of roof, construction of a dormer extension to the side and pitched roof over existing garage. (30/7/24) – **No further comments.**
- c) Corner House, Woodwell. Various deadlines had been agreed with the owner to clear the rubble on the PC's land and make good the damage, but none had been met. The most recent deadline was March this year. The rubble also encroaches onto the road which is the responsibility of Lancs.CC. In addition, the conditions mandated in Lancaster CC's planning permission have not been complied with. **RESOLVED** to write to Lancs. CC with photographic evidence and ask how they might help to resolve the situation which the PC is extremely concerned about. It was agreed that a firm deadline for action was necessary. It was suggested that there may be grounds for serving a 'completion notice'. **RESOLVED** to ask City Cllr Greenwell to pursue this possibility with Lancaster CC.

It was also noted that multiple cameras have been installed in trees with TPOs outside the curtilage of the property and that the tree surgeon had expressed concern about these.

13775. Urgent Action Taken under the Provisions of Standing Order 25 (other than Planning)

None.

13776. Working Groups and Streetscape

- a) Public toilets - Cllr Bennett presented a report on the public toilet project which had been circulated by email to Members prior to the meeting. The report covered: a summary of the current situation; internal finishes; specification of plumbing, electrical systems and toilets/basins/hand dryers etc.; Gaskell Close wastewater arrangements and transfer of ownership of the site from Lancaster CC to the PC. It was noted that the biggest issues were those around the Gaskell Close wastewater arrangements.
- b) Speed indicator display sign (SpID) – Cove Road has been the area most prone to vehicles being driven at speeds significantly higher than the speed limit. **RESOLVED** to instruct the PC Contractor to move the SpID to Cove Road every other time it is repositioned. It was noted that a volunteer was needed to carry out the readings – this might be a Cllr or a member of the public.
- c) Benches – it has been difficult to find locations on PC land for a bench when contacted by members of the public wishing to donate one in memory of a loved one. **RESOLVED** to set up a sub-group of the Streetscape WG to consider: possible new locations, benches in need of refurbishment or replacement and benches which might be adopted as a memorial, along with guidance on the amount of wording etc. on a plaque. This information should be published on the PC website.

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- d) Emergency Plan – there was some discussion around the Emergency Plan and the generator at the Gaskell Hall and the massive commitment and responsibility of having these in place. Cllr Webster offered to research grants for an Emergency Coordinator who would activate the Plan in an emergency and enlist/ coordinate volunteers etc. **RESOLVED** to involve the Gaskell Hall in a practice run of the generator in September if they agreed and provide a copy of the test certificate for their information.
- e) Highways and verges – it was noted that these had been dealt with under items 13767 and 13770 above.

13777. Playground

Cllr Bennett presented the Playground Summary Report which had been circulated to Cllrs prior to the meeting. The report covered: urgent actions taken, new issues noted on Lancaster CC or Parish Contractor inspection reports and ongoing issues. It was noted that Lancaster CC were scheduled to carry out a quarterly inspection but that it has been 9 months since their last visit, **RESOLVED** to ask City Cllr Greenwell to raise this with them. Cllr Bennett recommended that biannual inspections should be sufficient provided the interval between Lancaster CC inspections was no longer than 6 months.

13778. Finance

- a) The monthly check of all money received by the Council (nil) and the record of the current account balance - on 16/7/24 it was £54,148.97.
- b) **RESOLVED** to authorise payment and sign cheques for the following accounts:
 - (i) EDF Energy (toilets) - £20 BACS
 - (ii) EDF Energy (clock) - £24 BACS
 - (iii) Waterplus, (toilets) - £45.94 BACS
 - (iv) iTek Computer Solutions Ltd (email set up & back up) - £112.80 + £840= £952.80 cheque 622536
 - (v) D. Wain (contractor work) - £350 cheque 622538
 - (vi) New Brooms (toilets/May 4231 £864 + June 4232 £816) - £1680 cheque 622539
 - (vii) Katie Lambert (final pay: salary, expenses, holiday pay) £932.50 cheque 622540
 - (viii) TAS Partnership Ltd., Transport Specialists - £8,400 cheque 622541
 - (ix) First Cut Grounds Maintenance Ltd. - £980.50 cheque 622542
 - (x) J. Bennett (reimbursement Soft Surfaces wet pour) - £147.60 cheque 622543
 - (xi) Thomas Graham (toilet supplies) - £140.11 cheque 622544
 - (xii) Itek Computer Solutions Ltd. (monthly support/July) - £112.80 cheque 622546
 - (xiii) PKF Littlejohn LLP (external auditor ref. LA0198) - £378 cheque 622548
 - (xiv) Glasdon UK Ltd (memorial seat/Hodkinson) - £841.69 cheque 622549
 - (Invoices for cheques 622548 and 622549 arrived after the agenda had been circulated but they had been authorised previously.)
- c) With regards to the Financial Summary for July 2024 (emailed 24/7/24) – the accounts had been approved and signed by the Vice-Chairman, however, the Clerk advised that the Financial Summary contained errors and, therefore, it would need to be presented for approval again at the next meeting (due to Members not receiving the revised document 3 working days before the August meeting). Previous documents should be discarded.
- d) There has been no response as yet to the suggested amendments to the insurance documents from Gallaghers due for renewal 1 October 2024.
- e) With regards to expenses paid to the Clerk and Deputy Clerk for photocopies and printing – **RESOLVED** that the Clerk contact LALC for guidance on rates (it was noted that the allowance is currently 10p per side of printing/ copying and that libraries, for example, charge 20-25p per side (black and white)).
- f) **RESOLVED** to donate £186 under s137 to fund a portable ramp for the Gaskell Hall.

13779. Correspondence

Receipt of the following items of correspondence was noted:

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- a) a resident writes about trouble down at the Cove and suggests a coded lock on the gate (Emailed 26/6). (Forwarded to Jarrod Sneyd (RSPB Leighton Moss));
- b) Rural Services Network (3/3, 28/6, 30/7);
- c) the Rural Bulletin (2/7, 9/7, 16/7, 24/7);
- d) Westmorland and Furness (excluding the National Parks) are starting work on a new Local Plan to replace all the existing Local Plans adopted by the former Councils. From 8 July until 9 September 2024 drop-in events are happening across the district where people can chat to Council officers about the new Local Plan (8/7);
- e) LALC's newsletter (Emailed 8/7) & LALC news (29/7);
- f) agenda for the next Lancaster Area Committee Meeting held on 17 July at Morecambe Town Hall and minutes of the last meeting (8/7);
- g) Clive Grunshaw, Lancashire Police and Crime Commissioner, has launched his Police and Crime Plan Public Consultation (9/7);
- h) a complaint received regarding a diseased felled Ash tree in a location endangering the public but with questionable ownership (8/7);
- i) a response regarding the reliability of the railway service to Silverdale from the Regional Stakeholder Manager (11/7);
- j) Lancashire Constabulary and Lancashire Partnership Against Crime invitation to the Crime Prevention Expo at the University of Central Lancashire on Wednesday 14 August (11/7);
- k) Lancashire Fire & Rescue Service's summer edition of their newsletter – Hot Topics;
- l) Clive Grunshaw, Lancashire Police and Crime Commissioner, has launched his Summer Community Fund – the deadline for applications was 15 July 2024 (11/7);
- m) a resident asked for information about the termination of the National Trust Bank House Farm tenancy and what was happening (24/7) (Craig McCoy (National Trust Ranger) has advised that any queries be forwarded to the National Trust);
- n) an email to inform the PC of the presence of a CCTV camera on the foreshore, Shore Road, which may be breaching regulations (30/7).

13780. Parish Contractor

Cllr Bennett gave a verbal report on works being carried out by the Parish Contractor. The following tasks had been completed:

- a) weeds had been treated and cleared from the cobbled area at the base of the Clock and loose cobbles had been refixed;
- b) weeds had been treated and cleared from the paving area at the playground entrance;
- c) weeds had been strimmed on Bank House Lane down to the public toilets.

The following tasks should be carried out in the next month:

- a) repair the 'pothole' in the soft pour under the toddlers' multi-unit in the playground and fill any other shrinkage cracks with grit sand;
- b) power-wash the paving area at the entrance to the playground;
- c) clean down, prepare and refinish the seat slats on the long bench in the village centre;
- d) prepare and repaint the base of the Clock column;
- e) prepare and add limestone chippings to the footpath alongside The Chase (this would use up some of the allocated money from Lancs.CC);
- f) trim trees and verges in Woodwell Lane to allow LGV passage for refuse and bin collections;
- g) cut the buddleia by the playground.

It was noted that the Parish Contractor would continue to routinely trim the grass around the benches, as necessary.

13781. Ash Trees Surgery

It was noted that a response was awaited from the Integrated Care Board with regards to Ash Trees' service to Silverdale.

13782. Community Orchard

It was noted that Cllr Webster had prepared a paper proposing a community orchard in the playground and that the Declaration of Trust for Silverdale Children's Playground would need to be considered carefully regarding this. **RESOLVED** that Cllrs Webster and Fishwick investigate the playground as a location for a

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community orchard with reference to the Declaration of Trust (which specifies the primary purpose of the playground) and consider the safety implications for users of the playground (and any potential orchard).

13783. Items for Information

- a) Cllr Fishwick reported her concerns around a new build on Wallings Lane where it appears that the building line is extending onto the footpath – she advised that she would refer the matter to Highways and Planning. Cllr Fishwick would also be reporting the pothole opposite Bottoms Lane via Love Clean Streets.
- b) Cllr Fisher informed Members that a neighbour on Emesgate Lane has had problems with water from the road draining into his property. County Cllr Williamson has notified Highways.

13784. Suggestions for Future agenda Items

- a) Data Protection Policy
- b) Locations for cycle racks.

13785. Date of Next Meeting

It was noted that the date of the next meeting is Tuesday, 3rd September 2024. Items for the agenda and copies of reports to reach the Clerk before 26 August.

Sue D. Hayward, Minute-Taker

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