

Tuesday 3rd September, 2024

13786. UNCONFIRMED minutes of an Ordinary meeting of the Silverdale Parish Council (PC) held on Tuesday 3rd September 2024 at 7pm at the Silverdale Village Institute, Spring Bank, Silverdale.

13787. 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 (PS1938) Lancaster & Morecambe: L. Brown (Lindsay)

Clerk: L.D. Challenor (Denise)

Members of the Public: 3

13788. Apologies for Absence – County Councillor Williamson (Phillippa) due to an injury.

13789. Declarations of Members' Interests - none.

13790. Approval of the Minutes – The minutes of the ordinary PC meeting held at the Silverdale Village Institute on Tuesday 6th August 2024 were APPROVED by the Council and signed by the Chairman.

13791. Matters arising from the Minutes of Previous Meetings, not Covered by the Agenda:
Re: 13769b) As no test certificate can be found and the generator was installed in 2017 the Council authorised the Clerk to contact Clarkson's Electricians to undertake a new 5-year electrical test.

Re:13770 Cllr. Fishwick emailed Lancashire County Council about the number of road closures seemingly unnecessary due to the small scale of the works and gained a response from Highways to say that some were emergencies and therefore did not have the usual forward planning.

Re: 13772 **RESOLVED** Cllr. Unsworth will write to MP Liz Collinge to ask if Councillors can meet with her and list their various concerns: these include the GP surgery and Pharmacy; trains being reliable; Air b & b's in the village and parking needs associated with them.

Re: 13774c)) The owners of Corner House do not appear to have taken any of the requested actions as yet. **RESOLVED** Once the deadline has passed the Clerk will send, by registered post, a further letter.

Re: 13778c) The revised Financial Summary for July 2024 and Accounts to July 2024 was **approved** by the Council and signed by the Chairman.

Re: 13779h) Wood has been supplied to the resident in compensation for felling the dead tree and the **Clerk** is to write to ask for confirmation that the matter is considered closed.

13792. Report from Police Sergeant (PS) L. Brown affecting Silverdale over the last two months. Due to the riots drawing his attention elsewhere last month he was not able to supply a report:

No crimes were reported. 14 Incidents were logged: 1 Behaviour; 1 road collision; 1 argument in RSPB woods; 1 prank call; 2 concerned residents; 1 fish poaching; 1 male stuck in mud; 2 suspicious persons; 2 admin; 1 automatic services/signal; 1 oil and petrol spillage on the road.

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Sergeant Brown suggested that villagers should become more vigilant for burglars as we approach Autumn and the darker evenings. He was thanked for attending.

13793. Matters Raised by Members of the Public for Future Consideration:

Cllr. Bennett had been asked to express a residents concerns as they were unable to attend in person:

Traffic regularly appears to be speeding in Stankelt Road and Bottoms Lane; outdoor lighting at night should be minimised to comply with the dark skies policies and avoid disturbing neighbours; CCTV on so many houses makes one feel watched; PC's approach to planning matters was praised but the site notices don't always seem to be posted by City Council.

13794. Report of Relevant Matters from Lancaster City Council from City Cllr Alan Greenwell as follows:

- a) Corner House – he has sent another letter to the Planning Enforcement Officer about the situation.
- b) Lindeth Road / Rock Villas floods – he has written about this to the Highways Officer at Lancashire County Council and hope to discuss the matter also with County Cllr. Williamson.
- c) Silverdale Sustainable Transport Study – he has had a discussion with John Atkins and John Taylor (TAS consultants to the Parish Council) and is very impressed with the experience they bring and the level of their insights into the interlocking issues.
- d) Dangerous corner at the end of Cove Road – Highways will not extend the 20mph limit -- but they will review the existing warning signs.

13795. Report of Relevant Matters from Lancashire County Council from Cllr Phillippa Williamson – none available but her newsletter can be seen on the noticeboard or [fb.com/PhillippaWilliamsonLancasterRuralNorth](https://www.facebook.com/PhillippaWilliamsonLancasterRuralNorth)

13796. Reports from any Meetings of Relevance Attended by Members, or the Clerk, not listed elsewhere in the Agenda:

Re: Net Zero Carbon. Cllr. Unsworth and Reed are up to date regarding the Community Energy Fund grant timetable and will keep Council informed. The Silverdale Community Travel survey will be open to local people during October.

13797. Planning Matters

- a) The following Planning Applications were dealt with under the provisions of Standing Order 25:
 - 24/00783/FUL 32 Wallings Lane. Proposal : Retrospective application for the change of use of dwelling to holiday let. - **This application is contrary to AONB DPD Policy AS 11.**
 - 24/00843/FUL Site Address : Kitchen Garden South Of Hazelwood Lodge, Hollins Lane Proposal : Erection of single storey dwelling with associated access, erection of replacement car-port, and associated landscaping. (Emailed 13/8/24) – **Support with Concerns.**
- b) Planning Applications
 - 24/00805/FUL 28 Stankelt Road, Change of ancillary building from residential to holiday let. (Emailed 15/8/24) - **Opposed for various reasons.**

- a) A letter from the City Council's Chief Officer – Planning and Climate Change, regarding proposed reforms to the national planning system. The main changes to the National Planning Policy Framework (NPPF) relate to the method for calculating housing needs and changes to the Green Belt (including a new type of area called 'Grey Belt'). Since the A & S National Landscape AONB DPD takes 'A landscape capacity-led approach to development' (Policy AS01), none of this is relevant to Silverdale. - **No response needed.** (Emailed 3/9/24)

13798. Clerk's Report of any Action Taken Under the Provisions of Standing Order 25 (other than consideration of Planning Applications): - None other than toilet issues.

13799. Insurance. The insurance renewal documents for 2024-25 from Gallagher's has some addition cover required for the Emergency Generator and for the new toilet construction. The **Clerk** will book an Electrical Check on the generator and wiring and **Cllr. Bennett** will hopefully be able to supply the completed form regarding the new build before the 1st October 2024.

13800. Working Groups & Streetscape Matters (*except Playground*)

a) Public Toilets.

An update on the progress of replacing them was given:

- I. Unfortunately, the existing Asbestos report does not include the storeroom, so a new inspection is required at a cost of £325.
- II. Cllr. Bennett has requested the City Council to help with the wastewater situation, progress has been made and it is hoped the matter will be resolved soon.
- III. Tiling and floorcovering were chosen from samples supplied shown at the meeting.
- IV. Following agreement with the REPF Grant office, there is no longer the need to go to formal tender for the building works; the Architect is finalising prices with two firms. The entrance doors are proving to be very costly, but options are still being explored.

b) Emergency Plan.

- I. There will be no running of the generator at the Gaskell Hall until the insurance cover is agreed between the Gaskell Hall committee and the Parish Council.
- II. Cllrs Unsworth and Webster are trying to make the Emergency Plan so it is more comprehensive and robust.

c) Community Orchard. Cllrs. Webster and Fisher are seeking other locations.

d) Cycle Rack locations. As there are very few places to site them it was thought that single stands in locations near the village centre may be best. Cllr. Reed is liaising with Lucy Barron of the A & S National Landscapes about the funding opportunity.

e) Parking "No Overnight Parking" signs were proposed for: The Cove, Woodwell and The Shore. Councillors **Agreed** and chose the design, size and cost of the signs at £60 each, plus some extra expense for the backing board and erection.

f) Mobile Phone Mast - plans have not yet been validated with City Council but it's progressing.

13801. Playground Matters

a) Urgent actions that have been taken:

- I. Balance Beam. The Parish Contractor has removed a damaged section and smoothed it to make it safe.
- II. A "pothole" in one of the wet pour surfaces was successfully repaired using a repair kit and instructions supplied by Soft Surfaces UK.

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- b) Other issues raised in either the Lancaster CC quarterly, or Parish weekly inspections:
Following the prompt issued by the Parish Council at the last meeting, the City Council has carried out a full "Annual Inspection" of the Cove Road playground, and issued a 66 page inspection report, (No 2443922 - dated 12-08-2024). The overall risk status was stated to be Low / Very Low.

Cllr. Bennett had provided a written summary of the Inspection Report with proposed responses and timescale. Most of the issues were minor and will be addressed by the Parish Contractor during this month. The remaining items require action by specialist contractors, quotes for this work will be obtained.

- c) The **Clerk** to contact First Cut to ask them to trim the playground hedge bordering the road at the end of September, but to give advanced warning to the Clerk, so cars can be prevented from parking beside it.

13802. 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:

UKSPF Grant Payment - Silverdale Toilets, £526.00

Donation from family of J & B Hodgkinson for memorial seat, £770

Bacs payment from Lancashire CC, CEF, £7000.

Balance on 27/8/24 £59,423.83

- b) Payments were authorised and cheques signed for the following accounts:

- EDF, toilets, £20, bacs
- EDF, clock, £24 bacs
- Waterplus, toilets, £48.23 bacs
- New Brooms, July toilet cleaning, £864 cheque 022600
- R G Parkins, structural designs for toilets, £780 cheque 022601 (To be refunded from UKSPF fund grant)
- LALC, training, New Councillor, £35 cheque 022602
- BWP Creative Ltd., domain name, £36 cheque 022603
- First Cut Grounds Maintenance Ltd., grass cutting, £980.50, cheque 022604
- S Hayward, Minute Taker August, £207.72, cheque 022605
- AJGIBL GBP CLIENT NST ACCOUNT, Insurance, amount to be revised due to the new build and Emergency Plan cover.
- Dave Wain, contractor, £575 cheque 022607
- Itek, monthly subscription for IT services, £112.80, cheque 022608
- Glasdon UK Ltd, Woodwell, 1083.01 cheque 022609
- J. Bennett, Invoice from Paintwell – Paints for public benches. £99.23, Q 022610

C) The Council was asked to propose 2025-2026 funding required for projects which are additional to the general expenditures and annual costs of running the Council; these will be taken into account for the forthcoming **budget/precept** request.

13803. Correspondence - receipt of the following items of correspondence and responses if appropriate:

- a) LALC's Conference, Saturday, 7th September 2024, 9am for a 9.30 start – finish 3.30pm at the Delta Marriott Hotel, Preston cost £35 per head; maximum 2 Councillors and the

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- clerk. (Emailed 5/8/24)
- b) Rural Services Bulletin 6/8, 13/8/24.
 - c) Consumer Alerts from County Council. (Emailed 7/8/24)
 - d) Rural Services Network publication. (7/8/24)
 - e) A letter to shareholders of B4RN from Michael Lee who is leaving the UK. (emailed 8/8)
 - f) LALC offers training on Parish Planning on 17/9/24, 7 to 9.30pm, £40 per person. (Emailed 7/8/24)
 - g) The nomination window for the 2025 King's Award for Voluntary Service will open on 1st September next – nominations invited. (Details emailed 16/6/24)
 - h) Gallaghers Insurance Newsletter.
 - i) Two letters regarding overgrown hedges on pathways being a danger and nuisance. (Emailed 20/8/24) - Residents are asked to report Highway issues by using the “Love Clean Streets” app.; taking pictures where possible; this is proving to get results.
 - j) Climate Change Action Webinars. The sessions take place in September and October and full information is attached. (See email of 20/8/24) – Cllr. Unsworth may attend.
 - k) A letter of explanation from ‘Highways’ regarding some of the issues raised recently. (Emailed 26/8/24)

13804. The vacancy for a Deputy Clerk. A Working Group will consider both the Deputy and Clerks terms and conditions. The current Clerk has said she wishes to retire early next year, so until November no advertising will be done. Both Sue Hayward and Katie Lambert are willing to be “Minute takers” if need be.

13805. Arrangements for Remembrance Day. The Chairman is seeking both a Bugler and a Vicar to hold the Service at the War Memorial on 10th November. The **Clerk** is to order two wreaths and donate £40.

13806. Wells/Quarries.

The **Clerk** to obtain the cost of clearing Woodwell and Bankwell by National Landscapes.

13807. Items for Information. The Silverdale Transport Survey will be published on the Facebook pages and in the parish magazine in October. This is a wide ranging survey involving many organisations within the village and all residents are urged to take part.

13808. Items for consideration for a future agenda.

- Set the meeting dates for 2025
- Data Protection Policy.
- Tree Survey needed.
- Clerk and Deputy Vacancies/November.

13809. Date and Time of Next Parish Council Meeting - Tuesday 1st October 2024. Items for the agenda and copies of reports to be with the Clerk before Tuesday 24th September 2024.

Denise Challenor, Clerk to the Council Tel. 01524 761824

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