

**Tuesday 1st October, 2024**

13810 CONFIRMED minutes of an Ordinary meeting of the Silverdale Parish Council (PC) held on Tuesday 1<sup>st</sup> October 2024 at 7pm at the Silverdale Village Institute, Spring Bank, Silverdale.

13811. Present:

Chairman: Vice Chairman J. Bennett (John)

Parish Councillors (Cllrs): S. Fishwick (Sarah), A. Houghton (Tony), K. Reed (Keith), E. Unsworth (Liz), J. Webster (Jenny)

Lancaster City Cllr: A. Greenwell (Alan)

County Cllr. P Williamson (Phillippa)

Clerk: L.D. Challenor (Denise)

Members of the Public: 4

13812. Apologies for Absence – Cllr. T. Bond (Terry) – Vacation; Cllr. I. Fisher (Ian) – work commitment; Police Sergeant (PS1938): L. Brown (Lindsay).

13813. Declarations of Members' Interests – Cllr Houghton, Planning items a) ii. And b) i.; Cllr Fishwick, Planning item a) i.

13814. Approval of the Minutes – The Minutes of the ordinary PC meeting held at the Silverdale Village Institute on Tuesday 3<sup>rd</sup> September 2024 were APPROVED by the Council and signed by the Vice Chairman.

13815. Matters arising from the Minutes of Previous Meetings, not Covered by the Agenda:

- Re:13791/13779h) The resident who complained that the Council had cut a dead tree down which he believed was his, has agreed to accept wood in compensation and consider the matter closed.
- Re: 13801 The trimming of the hedge bordering the playground and road has not yet been done. CLERK to remind the contractor.

13816 Matters raised by Members of the Public for future consideration.

- The owners of Corner House came to thank the Council for their patience and to explain that there has been much delay and extra expense due to 'Planning' at Lancaster City Council stopping the builders working; claiming that pre-application conditions had not been met; this in turn meant they had to find new builders, which was difficult. Cameras were put up, due to thefts off the site. The pile of stone on Council land was there to build a wall in the next 2-3 months. The whole process has been extremely stressful and the owners are very keen to have it completed.
- Simon Williams, Chair of the Mourholme Society referred to item 13d) The Society are hoping to erect a monument with text, on land near the old tunnel under Gibraltar Lane, to commemorate the tragedy of the Matchless steamer which foundered with a great loss of life. Help with the cost of acquiring legal ownership of the land is sought.

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13817 City Councillor Alan Greenwell gave his report as follows:

- i. Corner House. Cllr Greenwell welcomed the presence and statements of Mr & Mrs Boardman at the Parish Council as a positive move to address the various problems
- ii. which have arisen over the Corner House development. In particular he mentioned that some neighbours have become very upset by various features including the noise and cameras and he hopes that a spirit of good neighbourliness can be fostered in the future.
- iii. Lindeth Road/Rock Villa Floods. Matthew Holmes, (Operations Manager Countywide Maintenance) has responded via County Cllr. Williamson and reassures that when funds appear, the problem will be addressed.
- iv. The dangerous junction between Storrs Lane and Redbridge Lane, driving from the RSPB to towards Silverdale - No progress made due to lack of clarity on whether it poses an adequate danger.

13818 County Councillor Phillipa Williamson gave her report as follows:

- i. Bleasdale House Potential expansion. This is presenting a problem with more transport arriving, as Silverdale's primary school children are being forced to walk into the road to pass taxis waiting by the Gaskell Hall in a queue to enter Bleasdale School grounds. There is a search for more parking and turning space and the Masonic Hall may be able to help on this issue, as this problem may increase.
- ii. Bank House Lane Potholes. There is a problem identifying whose land the potholes are on, however Councillor Williamson has instructed Highways to repair the area butting onto Emesgate Lane.
- iii. Lancashire County Chief Executive has left office and the Deputy has taken over.
- iv. Devolution for Lancashire. It's now been agreed that the deal proposed by the former Government will go ahead in January.

13819 Verbal reports from any Meetings attended by Members, or the Clerk:  
Cllr. Webster attended:

- i. Trowbarrow Local Nature Reserve Advisory Group walkover, on 18th September: Information on Trowbarrow Reserve is available for schools. Arnside and Silverdale National Landscape can supply copies. Photos of Trowbarrow Quarry from the 1970s, especially the main wall, are needed for a history book. Any photos can be sent to the Arnside and Silverdale National Landscape - [info@arnsidesilverdaleaonb.org.uk](mailto:info@arnsidesilverdaleaonb.org.uk) or [caroline@arnsidesilverdaleaonb.org.uk](mailto:caroline@arnsidesilverdaleaonb.org.uk)

The Parish Forum at Storey Institute in Lancaster on 25<sup>th</sup> September:- Under the government's new National Planning Policy Framework, Lancaster District has a requirement to build 698 new homes per year. This requirement is based on a percentage of existing housing stock (0.8%), not on population projections (as it was previously). However Silverdale is not likely to be affected by this requirement as it falls within the National Landscape (AONB) Development Plan Document which takes a landscape based approach. More details are available at <https://www.lancaster.gov.uk/planning/planning-policy/local-plan-review>

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Cllr. Reed attended:

- i. An online meeting with Richard Camp at the City Council regarding second homes. The current AONB DPD policy AS 11 relating to conversion for holiday lets does not apply to changes of use where no development requiring planning permission is proposed. The previously proposed new Use Class 5 for holiday lets, for less than 90 days a year, could clarify this but has not been progressed yet by the new Government.
- ii. A Net Zero Meeting for which notes have been circulated.
- iii. A National Landscape Management Plan meeting, for which Minutes will be produced. The team looked at a project plan leading to completion at the end of 2025. The DPD Local Plan does not need to be reviewed at this stage but recent guidance on district wide local plans needs careful attention in order not to lose the AONB DPD in future.
- iv. On-line conversations with Gaskell Hall and others on locations for cycle rack locations, to be funded by National Landscape Partnership. Suggested locations are: the Cove Road Playground; the Gaskell Hall and the Millenium Clock. It was also suggested that a more secure rack one be placed outside the Co-op.

13820 Planning Matters.

a) The following Planning Applications were dealt with under the provisions of Standing Order 25:

- i. 24/00937/FUL Gibraltar Farmhouse, Lindeth Road. Erection of an extension to existing outbuilding, creation of an access track and hardstanding. (Emailed 29/8/24)  
**Amended to:**  
Erection of a roof extension to existing agricultural Buildings and concreting of track and yard area. – **In the absence of further amendments to the drawings the Council opposes the application.**
- ii. 24/00925/FUL 8 Shore Cottages. Erection of a three storey rear extension and construction of balcony to the rear elevation. (Emailed 3/9/24) - **Opposed but Withdrawn**
- ii. 24/00737/FUL Silver Sapling Camp Site Erection of a side extension to existing amenity block. (Emailed 12/9/24) – **Support with concerns.**
- iii. 24/01013/FUL 8 Wallings Lane. Installation of package sewage treatment plant to replace septic tank. (Emailed 23/9/24) – **Support.**

b) Planning Applications:

- i. 24/00809/FUL : 11 Lindeth Road: Erection of extension to existing porch, new glazed facade to front, erection of a replacement carport, single story extension to existing garage including new pitched roof, replacement of each conservatory with single story extensions, installation of flu, installation of rooflights, widening of existing driveway, installation of gate and rebuild front wall. (Emailed 19/9/24).
- ii. 24/00994/FUL : Green Arbour, Emesgate Lane. Erection of single storey front and rear extensions, replacement of all dormers, installation of solar panels, alterations and insertions of windows and doors, rendering of existing dwelling, creation of raised patio. (Emailed 23/9/24)  
**Response for both i. and ii. will be provided to the Clerk to submit.**

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13821 Corner House. The Parish Council will request an urgent on-site meeting and will ask for a Project timetable. The removal of the cameras, unusable rubble, and a restoration of the churned up land and lane should be requested for urgent attention, followed by the rebuilding of the stone boundary wall onto Parish land. All building materials must be contained wholly within the curtilage of the property going forwards.

13822 Clerk's report of any action – to buy the Emergency Generator Battery at a cost of circa £50.

13823 Finance

a) The current account balance on 19/09/24 was as follows - £59416.98

Funds received by the Council this month:

Donation from L Pace for Woodwell memorial £990 bacs

Transport (TAS) Grant from Lancashire County Council, £16,775 bacs

b) All payments were authorised and cheques signed for the following accounts:

- EDF energy, toilets, £20 bacs
- EDF energy, clock, £24 bacs
- Waterplus, toilets, £48.23 bacs
- AJGIBL GBP CLIENT NST ACCOUNT, Insurance, £1908.26 cheque 022606
- L D Challenor, salary/expenses 3 months, £1607.42 cheque 022614
- HMRC paye for LDC £372.57 cheque 022612
- New Brooms, toilet cleaning, £864 cheque 022613
- L D Challenor, reimbursement, British Legion donation, £40, cheque 022614
- Asbestos Surveys Kendal Ltd., new toilets, £275 cheque 022615
- J Bennett, generator battery, £52.25 cheque 022616
- D Wain, contractor £850, ROW grant, £625 = £1475.00 cheque 022618
- SP Beck, materials, £480, cheque 022619
- Itek computer Solutions Ltd., IT support, £112.80 cheque 022620
- TAS Partnership Ltd., claim 2 grant payment, £20,130.00 cheque 022621
- M & JM Cowperthwaite, machinery hire £300 cheque 022622
- First Cut grounds Maintenance Ltd., grass cutting, £817.08 cheque 022623

c) Tree Survey Needed. RESOLVED the Clerk to ask Daniel Bold of 'Cumbria Tree Surveys' to complete an Annual Assessment of parish woodlands.

d) Acquisition of land on Gibraltar Lane. The Mourholme Society wish to place a monument on the shoreline of Silverdale, in the region of Jack Scout, to commemorate the tragedy of the Matchless steamer which foundered with a great loss of life. A site has been found near the old tunnel under Gibraltar Lane. The Legal costs of establishing the ownership of the site are considered to be over £2000 and the Society are asking the Parish Council to fund this and potentially take ownership of the land. The Council has asked for time to explore other options, therefore it will be on the next Agenda.

e) Council members are entitled to receive a payment of £25 (Basic Parish Allowance) for the financial year, next month. Any councillor not wishing to receive this allowance should inform the Clerk by email before the 29/10/24.

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f) The conclusion of the Audit and the end of the period of public rights for 2023 to 2024 with no matters of concern raised; was noted.

g) Additional expenses for the budget this year were requested, other than the usual costs. There were no suggestions, other than perhaps the 'Mourholme Societies' request. Any additions need to be given at the next meeting by the latest, as they will need to be requested by December 3rd.

13824 The following items of correspondence received, since the last meeting and any action to be taken:

- a) Rural Bulletin.(Emailed 29/8 & 3/9, 10/9, 17/9/24)
- b) Rural Services network Bulletin. (Emailed 4/9/24)
- c) Hospital of Jesus (Archbishop Hutton's Charity) Annual and Financial Reports 2023.
- d) An invitation to the Annual Lancashire Parish and Town Council Conference which will take place on **Saturday 2 November** 2024 in The Exchange at County Hall, Preston, beginning at 9.30am. Lunch will be provided. (Emailed 3/9/24)
- e) Commissioner's Community Fund Applications from Community Safety Partnerships, local organisations, charities, community groups and Parish and Town Councils for short term intervention projects that have a specific focus on preventing crime and anti-social behaviour (projects must be completed by 31<sup>st</sup> March 2025) - £5,000 is the maximum amount. (Emailed 4/9/25)
- f) Westmorland and Furness inform of their public consultations and the early stage of a new Local Plan. (Emailed 6/9/24)
- g) Lancashire County Parish & Town Council's Newsletter Autumn 2024. (Emailed 7/9/24)
- h) A resident writes to remind us of his concerns about the continuance of the Post Office and wonders if the Parish Council are now in a better position to be able to help.(11/9/24)
- i) Information and a link to the Lancaster District Allotment Review Report - June 2024 <https://foodfutures.org.uk/case-studies/lancs-allotment-review/> (Emailed 13/9/24)
- j) LALC invite Councils to their Lancashire Parish and Town Council Conference on 2<sup>nd</sup> November 2024 at The Exchange at County Hall, Preston. RSVP by 21/10/24 (Emailed 17/9/24)
- k) An invitation to attend a meeting with MP Liz Collinge on 22/11/24 at Leighton Hall. RSVP by 18/11/24. (Email of 17/9/24)
- l) A resident complains about the poor condition of Bank House Lane and wonders if the Council can use their influence to improve matters.- this has already been referred to County Councillor Phillippa Williamson by Cllr. Unsworth and a reference number of 83432 allocated.

13825 Working Groups/Streetscape

- a) Transport, Net Zero Carbon Progress: The survey is now being advertised and can be completed online or by obtaining a paper copy from the Co-op. The next meeting of the Transport and Access Group is on 23<sup>rd</sup> October.

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b) Emergency Plan:

- i. Insurance cover; is adequate but conditions need to be up to standard.
- ii. fire safety precautions, particularly storage of fuel and the provision and access to extinguishers. - Various suggestions need to be explored before an acceptable solution is found.
- iii. The results of the Electrical test by Clarkson's were unsatisfactory and marked C2, due to new regulations which give more protection to the users; such as an RCD and earthing – these therefore **must** be put in place and could cost circa £400.  
RESOLVED Cllr. Bennett will ask Clarkson's for a quote.
- iv. Actions for maintenance of equipment and use in an emergency cannot be set until all other requirements are met. Therefore Cllr Houghton will contact the supplier 'Barnfields' to ask if they can service both the engine and generator, to be maintained as per the manufacturer's instructions and general good trade practices.
- v. Cllrs Unsworth and Webster are working on the Emergency Plan to widen it's perspective and on forming an Emergency Working Group. Residents will be asked to volunteer to be part of this working group.

c) Highways./New Issues. - Bank House Lane - hazardous potholes at its junction with Emesgate Lane. This has been reported and a reference number of 83432 given. There is some difficulty in establishing who owns the stretch of road in need of repair, as it is unadopted but County Councillor Williamson has asked for at least the area butting Emesgate Lane to be repaired.

d) Website and IT. The amount needed for the running of the website this coming year is: £1582, this includes the Parish Council web site and the Silverdale Village web site and includes the Parish Council email support given by Itek. Microsoft 365 for the Clerks computer, if required, will cost an extra £60.

e) Public Toilets – Rework/Refurbishment.

Cllr. Bennett has not been able to establish who has overall responsibility for the septic tank serving the public toilets, which does not appear to have a valid Environment Agency permit, for its outlet discharge. Taking the project forward at this stage, without a valid Environment Agency Certificate could leave the Parish Council open in the future to considerable additional costs. He requested that the Council consider whether to proceed with the replacement toilets and gave alternatives. Cllr Houghton suggested putting in place, during construction, an underground chamber to store water, which could possibly be used by the fire brigade in emergencies and which could be put into use as a cesspit, if costs were unacceptable in the future. Such a tank would require being emptied periodically, but would be affordable. This is to be explored.  
RESOLVED to carry on with the replacement toilets and seek to acquire the site. To negotiate over the apportionment charges for the Septic Tank. To investigate costs of an underground tank.

f) Mobile Phone Mast - All the information is being finalised to ensure the full application is correctly submitted, hopefully this week or next. Councillors will be informed once a confirmation of submission is received.

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g) Two of the three requested memorial seats have been installed but the third request for one has yet to be resolved. Two alternative sites of where to place the seat, which is temporarily in storage, were suggested. When the site has been chosen, the Clerk will make contact with the third person who has requested a memorial seat.

13826 RESOLVED The suggested dates for the 2025 meetings are suitable, but need be confirmed by the Institute and Gaskell Hall. CLERK to book them.

13827 Charities

- Watering Places. The general clearance of Bank Well, and Woodwell in November/December at a total cost of £130 plus vat per site was authorised RESOLVED; the Clerk to accept the quote.
- The Council will defer considering closing the three Charities; Playground 521323; Public Watering Places 500269; Public Quarries 500270 until the next meeting.

13828 Playground

Urgent actions that have been taken and any issues raised in the RoSPA report, Lancaster CC report or Parish weekly inspections.

The Parish Contractor has been progressing through the list of issues from last month. Most of the small items have been cleared, and arrangements to check and clear the remaining items are underway. The CLERK will remind 'First Cut' about trimming the hedge bordering the road.

13829 GDPR Policy. It was AGREED that the GDPR policy emailed to Councillors on 10<sup>th</sup> September 2024 should be adopted and will be placed on the website by Cllr. Unsworth.

13830 Remembrance Day arrangements. The wreaths have arrived but other matters will need firming up at November's Parish Council Meeting.

13831 Parish Contractors Work

Completed this month: mostly playground matters raised in the report.

Worklist for October: Trim Yews in the memorial site and prepare for the Remembrance Day service; continue with the playground issues; trim back overgrown vegetation where needed.

13832 "Items for Information" - None

13833 Items for consideration for a future agenda.

- The Clerks and Deputy Clerks replacements if both are required.
- Whether to close the three Charities: Playground, Wells and Quarries.
- The Mourholme request.
- Remembrance Day arrangements.

13834 The date of the next meeting is 5th November 2024. Items for the agenda and reports, to reach the Clerk before 29th October.

Signature.....

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