

UNCONFIRMED Minutes of the Ordinary Meeting of Silverdale Parish Council held at the Silverdale Village Institute, Spring Bank, on **Tuesday 1 July 2025 at 7.00pm**

14043 Present:

Chairman: E. Unsworth (Liz)

Vice-Chairman: J. Webster (Jenny)

Parish Councillors (Cllrs): A.J. Houghton (Tony), S. Fishwick (Sarah), K. Reed (Keith), T.G. Bond (Terry), J. Bennett (John)

Clerk: S. McDaid (Sarah)

Deputy Clerk: A. Allum (Antonia)

City Councillor: A. Greenwell (Alan)

Members of the Public: None

14044 Apologies:

Police: PS1938 L. Brown (Lindsay)

County Councillor: Rev G Dalton (Graham)

At this point Cllr Sarah Fishwick announced her resignation from the council with immediate effect and left the meeting.

14045 Receipt of declarations of members' interests relating to any items appearing on the agenda: None

14046 Minutes of the previous meeting:

The minutes of the ordinary meeting held on Tuesday 3 June 2025 were **APPROVED** then signed by the chair.

14047 Matters arising from the minutes of previous meetings, not covered by the agenda:

Min 14036m **The Clerk will send an email to Cllr Dalton to request a meeting** to discuss matters in Silverdale and show him around areas of concern – particularly parking and highways matters.

Min 14037 Working Groups list will now need to have Cllr Fishwick removed. Jarrod Sneyd from RSPB needs to be added to the Transport & Access group.

Min 14037 Shore signage – Cllr Houghton raised the issue of extremely dangerous quicksand on the shore and asked the council to consider signage. The council **agreed** that the comprehensive City Council sign should be sufficient if moved to a more prominent location. **Cllr Houghton will consider moving it closer to the cattle grid.**

14048 Sgt Brown report: None due to annual leave

14049 Matters raised by members of the public: None

14050 Verbal reports from meetings attended by councillors or the clerk:

Cllr Webster attended LALC's online session for chairs and vice chairs on 14 June.

Signed.....Date.....

14051 A report of any relevant matters by City Councillor Alan Greenwell:

Climate Emergency

Lancaster City Council's team won the award for Leadership in responding to the climate emergency at the annual MJ Awards (Municipal Journal) on 20 June, which recognises success in local government and outstanding work and commitment to local communities. The principal climate policy officer Susanna Dart was a rising star finalist.

Local Government Reorganisation

Discussions proceed both between CEOs (Mark Davies for Lancaster District) and separately between councillor groups led by Caroline Jackson. At a recent meeting Cllr Greenwell raised the point that Parish & Town Councils, on which there will be a considerable impact, are being forgotten. Suggested arrangements include Preston and Ribble Valley mentioned as possible unitary partners with Lancaster, but all arrangements present challenges.

Mark Davies has said that feedback will be gathered from residents before submission to the government. After submission and review by the government, it is likely that there will be a period of formal public consultation. There is currently a November deadline.

The new County leadership is said to be keen on a referendum on devolution and possibly on whether Lancashire should have a mayor.

Eden Project

Cllr Greenwell attended a recent briefing. It has been somewhat modified from the original planning submission but is securely on course financially and with detailed planning in hand. It looks magnificent but is not expected to open till late 2028.

Art

Congratulations to those involved in the Silverdale and Arnside Arts Festival last weekend. Cllr Greenwell particularly enjoyed seeing the visual splendours of the bay, the sea, the sky in paint, including work by two Parish Councillors.

Cllr Houghton brought the matter of a dead seal on the shore to Cllr Greenwell's attention, due to the hazardous nature and difficulty in moving such things. **Cllr Greenwell will ask the City Council what the procedure is** for the disposal of large deceased wild mammals.

Cllr Bennett asked Cllr Greenwell for an update on the Cove House development. This is awaiting money from Homes England.

14052 A report of any relevant matters by County Councillor Rev Graham Dalton: None

14053 Planning Applications

It was **noted** that the following planning applications have been submitted to Lancaster City Council and circulated to members of the Council since the last meeting:

- a) 25/00002/FUL Land Between Northern Terrace and Haweswater Cottage, Moss Lane, Silverdale – Demolition of existing buildings and erection of a replacement agricultural building.
- b) 25/0107/TPO Maple (T1) – crown raise back to main stem – Elm (T2) – crown raise back to main stem - Silver Birch (T3) crown raise at Lancashire Fire and Rescue Service, Fire Station, Silverdale

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- c) 25/00635/FUL 16A Stankelt Road, Silverdale – Conversion of loft to form additional living space

Cllr Reed told the council that a) and b) have been responded to with no comments and recommends the same for c).

Cllr Bond will stand on the Planning working group in place of Cllr Fishwick.

14054 To receive the Clerk's report of any action (other than consideration of Planning Applications) taken under the provisions of Standing Order 25: None

14055 Correspondence received since the last meeting was distributed to councillors by the Clerk. The following matters needed to be addressed:

- **The Clerk will contact the enforcement officers at City Council** regarding the multitude of large banners around Silverdale. **Cllr Bennett will circulate an advertising guidance document.**
- f) Cllr Reed attended an EV charging event, but it didn't apply to this area
- q) Until a CIC is formed for Silverdale Post Office, the council has no action to take
- t) The council advised that there is no further action they can take at this time and that the resident should continue to monitor disturbances and report to Environmental Health
- u) The council already receive Cloud storage in their IT package
- ff) **Cllr Webster will look at the statutory consultation** on Lancashire's Local Nature Recovery Strategy. The deadline for a response is 3 August.

14056 Working Groups

1. Affordable Housing

- a) Cllr Reed sent an email to Lizzie Collinge MP regarding Holiday Lets in Silverdale
- b) Lizzie Collinge MP responded to Cllr Reeds email stating that she would endeavour to keep the PC updated if there is any progress in Parliament on this issue
- c) Cllrs Reed and Webster met with Lune Valley Community Land Trust (LVCLT) on 13 June about working with them to get affordable housing built in Silverdale. Cllr Webster circulated the notes from the meeting and a new version of the Housing Needs Survey report on 26 June
- d) Cllrs Webster and Reed were interviewed by BBC North West News about affordable housing in Silverdale on 23 June
- e) Cllr Reed has sent a letter to Dan Taylor at the National Trust regarding land at Bank House Lane and the City Council's "call for sites"
- f) Cllr Webster will attend a Lune Valley Community Land Trust board meeting on 10 July

2. Children's Playground

- a) Cllr Bennett circulated a playground report on 1 June
- b) The councillors resolved to meet at the playground to look at the wetpour surface on 8 July
- c) The councillors will also look at potentially poisonous bush that has been reported
- d) **Cllr Greenwell will ask City Council if they will replace the bins**
- e) Hedge trimming will happen after 1 September
- f) The noticeboard will be back in situ by 7 July

3. Footpaths etc.

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- a) National Landscapes has been contacted regarding footpath responsibility
- b) Cllr Houghton reported the footpath at the back of the institute reported to County Council via Love Clean Streets but the parish contractor carried out the work because it was urgent
- c) **Cllr Unsworth will raise the issue of footpath maintenance responsibilities with Cllr Dalton**

4. Highways Maintenance

- United Utilities closed part of Emesgate Lane with no notice. **Cllr Bennett will flag this up to the District Highways Lead**
- The council feel there is a difference between urgent works and emergency works, and this is the third similar incident, with more water pipe issues likely
- Cllr Houghton wonders if the temporary closure of part of Yealand Road will affect the Co-op supply lorries

5. Net Zero Carbon

- The minutes from the 7 May meeting were circulated on the 26 May

6. Public Toilets

- a) The parish contractor has almost completed the work on the existing ladies unit to open as a temporary facility within the next 2 weeks. **Cllr Bennett will circulate an electricity works proposal.**
- b) No progress on the new DDA compliant cubicle. Awaiting a proposal from Baldwin's Building Services.
- c) The council will know the week commencing 7 July if Rural England Prosperity Fund has approved the Parish Council's application for funds
- d) See c)
- e) Conveyancing – **Cllr Greenwell will liaise with Cllr Bennett and chase the legal team at City Council.** The footprint of the toilet block is registered but not the surrounding land. Ideally City Council will register the whole site before paperwork is signed because this would speed up the process at Land Registry. The council **resolved** to proceed as soon as they can.

7. Transport & Access

- The meeting notes from the last meeting will be circulated shortly
- The main discussion point was an invitation from GB Energy Community Fund to apply for Stage 2 funding for a feasibility study into the viability of rapid Electric Vehicle charging points in Silverdale. There are discussions around taxi/minibus services, solar parking bays and developing a business plan and infrastructure.
- Parking and signage will be added to the next working group meeting agenda

8. Silverdale Emergency Resilience Group (SERG)

- a) Cllrs Unsworth, Houghton and Webster led the monthly Emergency Radio Area Link (ERAL) test for Lancashire Resilience Forum (LRF) on 26 June, which went well

- b) Cllrs Webster and Houghton assisted the LRF with organising a countywide Community Resilience Equipment demonstration on the Silverdale Shore on 26 June which was a great success and raised awareness in the village, as well as making good connections between other members of LRF
- c) Cllr Webster sent off an application to Walney Extension Community Fund for £9,726 for emergency equipment
- d) Cllrs Webster and Unsworth were interviewed by LRF for a website case study
- e) LRF Emergency Household Plan Leaflets – 1000 have been requested and will be distributed with the parish magazine, hopefully this will encourage more people to be involved. There has also been a request for maps.
- f) Generator – Kirstie Banks-Lyon will ask the Chief Officer at City Council if Lancaster City Council can cover the cost of the remedial works on the generator at Gaskell Hall. Cllr Bennett raised that there needs to be a clear procedure on how to run the generator. The battery has been recharged but the fuel in the tank is 2.5 years old and requires changing. The council **resolved** that the contractor will change the fuel free of charge and dispose of the old fuel himself.
- g) Paperwork – A risk assessment will be completed by Cllr Webster and Richard Gargini of Wennington Parish Council this week. The council need a volunteers policy and a strategy for using volunteer help. This will be drafted by Cllrs Unsworth and Webster and reviewed by the council prior to agreement.
- h) The next SERG meeting is 23 August 2-4pm in the Silverdale Institute, all members of the public are encouraged to attend

9. Streetscape

- If any member of the public would like some Union Jack bunting for VJ Day, they can contact Cllr Unsworth

10. Woodland Management

- The council **agreed** the £1450 quote for felling of trees on Burton Well Scroggs **noting** that VAT can be reclaimed

14057 Projects/Issues

Discussion on matters d and e, which will then be taken to the Highways Maintenance working group:

- d) Tree maintenance issues on roads into Silverdale, particularly New Road from Crag Foot to Sand Lane. This is a high-risk issue. Another matter **to be raised with Cllr Dalton by Cllr Unsworth**.
- e) Highway verge vegetation on Stankelt Road – this has been subcontracted to Street Scene at City Council. **Cllr Greenwell will chase them**.

14058 Parish Contractor

- a) The following tasks have been completed:
 - Bench at Woodwell
 - Tree removal at Woodwell
 - Playground noticeboard

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- Public footpath at Silverdale Institute
 - (Almost complete) Work on the public toilets for temporary opening
- b) New items to be added to the worklist:
- Beds at Woodwell
 - Vegetation at Methodist Church
 - Bike rack installation – **Cllr Bennett will ask the contractor for a quote**

The Clerk will be reminding the contractor to send his invoice on the 20th of the month in order to meet the deadline for the meeting agendas.

14059 Finance

- a) The following payments were **approved**:

Regular Payments	
Clerk Salary & Expenses	£495.89
Deputy Clerk Salary & Expenses	£163.52
HM Revenue & Customs (PAYE for Clerk & Deputy Clerk)	£111.00
First Cut Grounds Maintenance – invoice 1131	£980.50
Direct Debits/Standing Orders	
Waterplus (Toilets)	£47.23
iTek Computer Solutions	£112.80
EDF Energy (Clock)	£26.77
EDF Energy (Toilets)	£37.80
Other payments this month	
Sign Express (Shore sign)	£361.28
L Ash – Locum Deputy Clerk services 3/6/25 – invoice 100	£84.24

- b) No payments to approve since publishing the agenda.
- c) No retrospective payments to approve since publishing the agenda.
- d) The Clerk still has no access to the bank account so there were no month end balances to be signed. Further paperwork was signed at the meeting to be **sent off by the Clerk**.
- e) Banking options – There was a discussion around Unity Bank and the tiers of charges. This would be around £8 per month plus a £50 set up fee. Other options suggested were Coop and staying with Santander. Cllr Webster would like the council to be mindful of charges and interest rates. Cllr Unsworth would like the council to consider a UK based bank. **The Clerk will circulate a breakdown of the options.**
- f) The Clerk has suggested the use of Scribe accounting software. A zoom demonstration must be given from the company to the Clerk before prices are disclosed. **The Clerk will ask if the demo can be recorded** and shared with councillors.
- g) **Cllr Unsworth will ask iTek to remove Cllr Fishwick** from the IT and email systems and will find out if it is possible to pay for only eight accounts whilst there are two vacancies. Cllr Reed asked if iTek can be contacted directly for computer queries – this is the case, and **Cllr Unsworth will circulate the details.**

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14060 Unfortunately Cllr Bond has not received the minutes from the LALC meeting on devolution plans yet. See Cllr Greenwell’s report above. Cllr Bond wants the council to be prepared for any City Council land comes up for claim.

14061 Future Agenda items for consideration:

- The National Trust land at Bank House Farm
- Changing the pads on the defibrillator at the Methodist Church
- Clock painting
- Two councillor vacancies
- Scribe accounting software

14062 The meeting closed at 9.10pm. The next Parish Council meeting is on Tuesday 5 August 2025. Items for the agenda and copies of reports to reach the clerk **before Wednesday 30 July**.