

UNCONFIRMED Minutes of the Ordinary Meeting of Silverdale Parish Council held at the Silverdale Village Institute, Spring Bank, on **Tuesday 2 September 2025 at 7.00pm**

14082 Present:

Chair: E. Unsworth (Liz)

Vice-Chair: J. Webster (Jenny)

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

Prospective Parish Councillor: H. Luckhurst (Harry)

City Councillor: A. Greenwell (Alan)

Clerk: S. McDaid (Sarah)

Deputy Clerk: A. Allum (Antonia)

Members of the Public: Two

14083 Apologies:

County Councillor: Rev G. Dalton (Graham)

Police: PS1938 L. Brown (Lindsay)

14084 Receipt of declarations of members' interests relating to any items appearing on the agenda: Cllr Houghton declared a pecuniary interest in two items under Transport/Access & Village Parking – The Shore car park and The Station car park. Both interests are in the declaration file. Cllr Houghton did not take part in the discussion about these two matters.

14085 Mr Harry Luckhurst was co-opted onto Silverdale Parish Council, with the signing of the Acceptance of Office to be witnessed by the Chair at Mr Luckhurst's home at a later date. Mr Luckhurst joined the meeting in an observatory capacity.

14086 Minutes of the previous meeting:

Resolved that the minutes of the ordinary meeting held on Tuesday 5 August 2025 be **approved** then signed by the chair.

14087 Matters arising from the minutes of previous meetings, not covered by the agenda, and actions carried over:

- 14068 **Cllr Bennett to compile a list of recurrent problem locations and send to Sgt Brown**
- 14076 8b **Cllr Bennett will ask United Utilities for a map of local supply network**
- 14076 9b **Resolved** to instruct the council contractor to install the spare "no overnight stays" sign at the cattle grid leading to Jenny Brown's Point.
- 14077b **Cllr Unsworth and the Clerk will liaise on policies needed for the Parish Council website**
- 14077d **Cllr Unsworth will reschedule meeting with the Vicar regarding Remembrance Day**

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

14088 Sgt Brown emailed in a report of the 6 incidents in the past month:

- 2 dog related incidents - one out of control in the street and one dog bite
- 1 harassment - the latest episode of an existing case
- 1 call regarding horse riders on a narrow road
- 1 car wing mirror damaged by a passing 4x4
- 1 inconsiderate parking

Noted at this time of year tractors drive through the village above the speed limit. **Resolved** to ask the Rural Policing Team to speak to tractor drivers. **Cllr Unsworth will write to Sgt Brown.**

14089 Matters raised by members of the public:

- A resident expressed her concerns about potential affordable housing developments in the village, after a BBC North West Tonight news item. She challenged the notion that there is a lack of affordable housing in the area, noting that there are currently two properties on the market for around £150,000 and feels that young professionals are moving to the area for the natural landscape, which should remain untouched. There are other issues facing young people in the area such as education, business support and transport and these should be considered.

Cllr Reed responded with two items for information – the Housing Needs Survey that highlighted there is a current need for 20 affordable homes, and that he sits on the Natural Landscape's Executive Committee so is aware of the duty to protect and enhance the landscape. He confirmed that small brownfield sites will be prioritised for development and that land owned by the National Trust is not up for development. Cllr Reed invited the resident to join the Affordable Housing working group and she accepted.

14090 Verbal reports from meetings attended by councillors or the clerk:

- Cllr Webster met with trustees from the Gaskell Hall to go over the risk assessment for the generator, which will be revised and sent to the insurance company
- Cllr Reed met with the Mourholme Society and a property lawyer to discuss the erection of monument to the "Matchless" disaster at Jack Scout

14091 A report of any relevant matters by City Councillor Alan Greenwell:

"Local Government Reorganisation"

The process of establishing new Unitary authorities carries on. The current timetable is that in April 2028, the new authorities will launch, and the existing councils will cease to exist.

Currently there is an enormous amount of discussion leading up to one or more submissions by the 15 existing councils on 28th November.

The 15 councils, as a collective exercise, are conducting a county wide survey of residents' views.

The online version is at **www.givemyview.com/lancashirelgr** -- It runs for 4 weeks. This site contains maps of various configurations of 3, 4 & 5 unitary councils over the county.

There will be a separate government led public consultation early next year.

Independently of this, I believe that some of my council colleagues are putting together a survey for a proposed Lancaster District Unitary -- unrealistic in my view unless Lancaster is joined up with Wyre and Ribble Valley.

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

Government will select its preferred option in Summer 2026 and in May '27, elections will take place for the new shadow councils.”

Resolved to publicise the survey in the Parish Jottings. **Noted** there are paper copies of the survey at libraries.

Cllrs asked for some clarification on the restructuring process – Cllr Greenwell feels that there is some softening from the government on the 500,000-population split and that 4 councils might be possible, rather than 3.

Cllr Unsworth thanked Cllr Greenwell for chasing the City Council refuse collection service for various overflowing bins. Cllr Greenwell reiterated that he is happy to do this. **Resolved Cllr Greenwell will ask the City Council for a collection system description for the area and confirmation that the bin sensor technology works in an area with no signal.**

14092 A report of any relevant matters by County Councillor Rev Graham Dalton:

Cllr Dalton emailed in a report outlining some Adult Social Care transformation details – County have taken on 50 new Social Workers countywide and there has been a drop in new assessment waiting list numbers of 47%. They have also revamped how they do their initial assessments and how they direct people.

He noted that most of his contact with residents of Silverdale relates to highways matters, e.g. the school transport issue or overgrowth of vegetation.

14093 Planning Applications

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) 25/0149/TPO Cove House, Cove Road, Silverdale – T1 Oak – Fell, T2 2 x Beech – Crown reduce by 2-3m – **noted** no comments
- b) 25/00582/FUL Stonyridge, 43 The Row, Silverdale – Erection of car port to the side elevation – Grid reference: 347108, 475597 – **noted** not validated
- c) 25/00919/FUL Glenarra, Park Road, Silverdale – Erection of a replacement dwelling – Grid reference: 346989, 475809 – **resolved The Planning Working Group will respond that the timber detailing is not in keeping with the local vernacular**

Cllr Houghton raised the issue of a timber clad building that has been erected opposite Jack Scout.

Resolved Cllr Reed will investigate why this was approved but a stone farmhouse for a local family at Gibraltar Farm was declined.

14094 To receive the Clerk’s report of any action (other than consideration of Planning Applications) taken under the provisions of Standing Order 25:

- a) HMRC – The Clerk and accountant Mr Malcolm Richardson went over the accounts from 2024 and determined that the figures sent to HMRC are correct and will be correct going forward.
- b) PK Littlejohn – The Clerk supplied all the information the external auditors required, and they are satisfied with the accounts, noting that the incorrectly collected tax has been rectified.

14095 Correspondence received since the last meeting was distributed to councillors by the Clerk – the following matters needed to be addressed:

- d) **Noted** the third party involved in the Post Office discussions is currently confidential.

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

- h) **Resolved** Cllrs Webster and Luckhurst will attend the Lancashire Parish and Town Council Conference on Saturday 1 November
- k) **Noted** Cllr Unsworth forwarded information on the next round of Pots of Possibility grant funding to Silverdale Garden Surplus Group.
- n) **Noted** Lancashire Women's Race Across Lancashire is using the Clock as a checkpoint on 6 and 7 of September.

14096 Working Groups

1. Affordable Housing

- a) **Noted** Cllr Webster attended Lune Valley Community Land Trust board meeting on 28/08/25. **Cllr Reed will attend the next meeting on 9 October.**
- b) **Noted** **Cllr Reed will do a tour of a Passivhaus development in Halton on 6 September (since changed to 20 September).**
- c) Cllr Reed is still investigating the BT Site on Gaskell Close for potential development.

2. Children's Playground

- a) Cllr Bennett gave a verbal playground report
- b) **Resolved** **Cllr Bennett will get a quote from local landscaping company** to improve the groundworks for cycle rack installation and to realign surface to stop surface water gathering
- c) **Noted** Cllr Bennett will continue to investigate playground resurfacing options
- d) **Noted** The hedge works will now commence
- e) **Noted** Noticeboard is back in situ after being repaired. **Resolved** the noticeboard should display a poster with council website and Clerk contact details, and a copy of the council's insurance certificate.

3. Footpaths etc.

No items.

4. Highways Maintenance

- a) **Noted** temporary road closure took place on Bottoms Lane, Silverdale on the Thursday 21 August 2025 to enable tree cutting works - Ref: HRiT/63012/EF
- b) **Noted** Cllrs and public should use **Love Clean Streets App** to report any environmental and street cleansing issues such as fly-tipping, graffiti, litter, potholes, dog fouling, and problems with parks, verges, and street lighting. Search for 'Love Clean Streets' on the App store or Google Play Store on mobile phones or tablets.

5. Net Zero Carbon

- a) **Noted** GB Community Energy Fund Stage 2 funding online meeting on 9 September
- b) **Noted** next Net Zero Carbon meeting is 22 September

6. Public Toilets

- a) **Noted** a cheque has been sent to Danfo for 50% deposit towards the door for the second toilet cubicle.

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

- b) **Resolved** to instruct Baldwins Building Services to complete the building work, including outside pathways and landscaping at a cost of £8,290 plus VAT, as a continuation to complete the work they began in the previous phase. **Noted** This price still includes relocating the existing internal wall between the service room and the current Ladies section, to gain extra space for Resilience provision in the service room.
- c) **Resolved** **The Clerk will send the water meter reading to Water Plus and ask for a smart meter to be installed.**

7. Transport and Access

- a) **Noted** Cumbria Parking's clarification of The Shore car park rules
- b) **Noted** the Station car park will have a £2 a day charge implemented by the landowner
- c) **Noted** the onsite meeting with County Cllr Graham Dalton, Sefton Booth (Headteacher at Bleasdale) and Ian Wilkin and Andrew Varley from LCC transport service on 3 September at 08:30 regarding the Bleasdale transport arrangements

8. Silverdale Emergency Resilience Group (SERG)

- a) **Noted** the government emergency alert test on 7 September 3pm. Residents are encouraged to let the council know if they don't receive it.
- b) **Noted** the meeting held 23 August. Silverdale now has 6 coordinators plus some street wardens
- c) **Noted** next SERG meeting is 11 November 7-8pm at the Village Institute

9. Streetscape

No items.

10. Woodland Management

- a) **Noted** thanks to Westmorland Tree Care for the extra work undertaken
- b) **Resolved** to commission Cumbria Tree Services for the annual tree survey
- c) **Noted** Expression of interest submitted to Arnside and Silverdale National Landscape on 19 August regarding funding under Access for All to install an accessible interpretation board at Bank Well. Discussion on forming a "Well Trail" of the 11 wells and 3 watering places.

14097 Projects/Issues

- a) **Resolved** to form a WhatsApp group for Parish Councillors to enable convenient instant communication. There will be no sensitive information shared on the group. **Cllr Webster to create the group.**

14098 Parish Contractor

- a) Completed tasks:
 - Weed spraying and area clean at the Clock
 - Installing sign at Woodwell
- b) Outstanding tasks:
 - Bike rack installation
 - Hedge work at Playground
 - Ongoing vegetation clearance

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

- c) New additions to the worklist:
- Sign installation at Jenny Brown's cattle grid
 - War Memorial check and maintenance
- d) **Resolved** to pay the contractor's backdated invoices now. The council will propose a retainer for the contractor.

14099 Finance

- a) **Resolved** to approve the following payments:

Regular Payments	
Clerk Salary & Expenses	£496.34
Deputy Clerk Salary & Expenses	£207.65
HM Revenue & Customs (PAYE for Clerk & Deputy Clerk)	£110.80
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	
Danfo (invoice number 0000008913), this was raised 13/08/25, as agreed in August meeting	£2680.00
HM Revenue & Customs NIC's for 2025/2025	£89.57
HM Revenue & Customs NIC and underpayment for 2024/2025	£793.35
Westmorland Tree Care Ltd	1740.00
First Cut Grounds Maintenance Ltd (Invoice 1147)	£980.50
ITek Computer Solutions Ltd (INV-30980, for £125.76. £112.80 covered by SO, difference remaining	£12.92

- b) **Noted** no payments to approve since publishing the agenda other than the contractor's invoices above.
- c) **Noted** no retrospective payments to approve since publishing the agenda.
- d) **Noted** the Clerk still has no access to the bank account so there were no month end balances to be signed. A bank statement sent to the retired Clerk was checked by Cllr Webster.
- e) **Resolved** to decide on the change of bank via email or Zoom meeting prior to next Ordinary Meeting after Unitary bank have replied to Cllr Unsworth's queries and **the Clerk has visited Natwest branch** to gather necessary information.
- f) **Resolved** **Cllr Bond will go into Skipton Building Society on 5 September to change the Clerk's details on the savings account**
- g) **Resolved** to purchase Scribe software after the bank has been changed
- h) **Resolved** to purchase JAWS (Job Access With Speech) software for Cllr Luckhurst once the Acceptance of Office has been signed. **Cllr Luckhurst to apply to the RNIB for a grant prior to purchase.**

14100 Items for Information:

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

- United Charities have purged their historical paperwork, with some now in the Mourholme Local History Society Archives
- There is **one vacancy** remaining on the Parish Council

14101 Future Agenda items for consideration:

- Noticeboard material
- Corner House
- Remembrance Day

14102 The meeting closed at 9.10pm. The next Parish Council meeting is on Tuesday 7 October 2025, 7pm. Items for the agenda and copies of reports to reach the clerk **before 5pm on Tuesday 30 September**.