

UNCONFIRMED Minutes of the Ordinary Meeting of Silverdale Parish Council held at the Silverdale Village Institute, Spring Bank, on **Tuesday 7 October 2025 at 7.00pm**

14103 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), H. Luckhurst (Harry)

City Councillor: A. Greenwell (Alan)

Police: PS1938 L. Brown (Lindsay)

Clerk: S. McDaid (Sarah)

Deputy Clerk: A. Allum (Antonia)

Members of the Public: None

14104 Apologies: None. County Councillor: Rev G. Dalton (Graham) was not in attendance.

14105 Receipt of declarations of members' interests relating to any items appearing on the agenda: None

14106 Minutes of the previous meeting:

Resolved that the minutes of the ordinary meeting held on Tuesday 2 September 2025 be **approved** then signed by the chair.

14107 Matters arising from the previous minutes and actions carried over, not covered by the agenda:

- 14079 i) Discussion around defibrillators. Cllr Houghton has investigated new pads, and the price has increased significantly. Add to the next agenda; **Resolved Cllr Houghton will summarise his findings in an email prior to the meeting.**
- 14089 Cllr Reed confirmed that there is just one property for sale at £150,000 in Silverdale, not two stated as at the last meeting.
- **Noted** Parish Council WhatsApp group has been set up.
- **Noted** Skipton bank account contact details have been corrected.
- **Noted** Cllr Luckhurst has applied for a grant from the RNIB for the JAWS software.

14108 Sgt Brown report – 7 incidents in the past month:

- 1 Anti-Social Behaviour, 1 Harassment, 1 Civil Dispute arising out of the same domestic situation
- 1 Burglary of a barn on Ford Lane where power tools were taken including an electric brush cutter
- 1 Concern for Safety – Fire on Emesgate Lane
- 2 Suspicious Circumstances:
 - male triggered a camera in the early hours of the morning; Police attended and searched the area with no one found

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- a report from the village WhatsApp group of two males knocking on doors asking to charge their phones etc. Area searched but no trace.

Sgt Brown said the Neighbourhood Watch WhatsApp group and doorbell cameras are valuable in the reporting of suspicious activity, and the public are encouraged to report anything they feel relevant. At the council's request, local PSCOs visited the local farms to address the speed of tractors at harvest time.

The Lancashire Rural Task Force works together with Cumbria; there have been some quad bike thefts just over the border.

Sgt Brown agreed the loan of council traffic cones to Holgates for parking management at the Bonfire Night event on Saturday 8 November, however Holgates should ensure that they have adequate parking and consider contracting a traffic management firm.

14109 Matters raised by members of the public: None

14110 Verbal reports from meetings attended by councillors or the clerk:

- Cllr Bond attended the local area LALC meeting on 6 October, only 6 out of 38 parishes were represented. The main topic was the planned Devolution to the Lancashire Combined Local Authority. **Resolved** to add the Devolution to the next agenda and **Cllr Bond will circulate information from another council**. Input deadline is end of November. Next LALC meeting is January 2026, and Mark Davies Chief Executive of Lancaster City Council is the guest speaker.

14111 A report of any relevant matters by City Councillor Alan Greenwell:

1) Local Government Reorganisation

The survey produced by City Council -- www.lancaster.gov.uk/lgr-survey -- invites detailed opinions. Cllr Greenwell's preferred outcome is linking the district with the adjacent mainly rural districts (Wyre & Ribble Valley) and keeping Lancaster as the base for the new unitary.

2) Waste Collection

The waste collection service is changing, introducing wheelie bins for recycling and a food waste collection. Public bins with sensors present problems because of variable mobile coverage.

Resolved to invite City Cllr Paul Hart (Cabinet Member for Environmental Services) to the next meeting to discuss.

3) Fly tipping / Love Clean Streets

Fly tipping on Hollins Lane was reported to Cllr Greenwell, but the Love Clean Streets app didn't work due to no mobile signal. He reported it by other means, and it has been removed.

Cllr Greenwell is glad to see that the National Landscapes/AONB draft management plan notes the importance of mobile phone cover.

4) Friends of Silverdale Station / Furness Line Community Rail Partnership

Met to discuss the management plan of National Landscapes/AONB, the traffic situation between the station and the RSPB and a pedestrian way from the southbound platform into the extended RSPB car park. Cllr Greenwell distributed some photos of the dangerous traffic situation.

14112 A report of any relevant matters by County Councillor Rev Graham Dalton: None

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14113 Planning Applications

Noted The following planning applications have been submitted to Lancaster City Council and circulated to members of the Council since the last meeting:

- a) 25/00919/FUL Glenarra, Park Road, Silverdale LA5 0UJ – Erection of a replacement dwelling – Grid reference 346989, 475809
- b) 25/00971/FUL 1 Townsfield, Silverdale, LA5 0RS – Construction of a hip to gable extension, construction of dormer extension to the front and rear elevations, installation of rooflights and solar panels to the front elevation – Grid Reference 346164, 475677
- c) 25/01000/CU 28 Lindeth Road, Silverdale, LA5 0TX – Change of use of property to short term holiday let – Grid reference 346161, 474530
- d) 25/0198/TPO 6B Lindeth Road, Silverdale, LA5 0TT – T1, T3 and T7 (Oak) – Crown thinning and crown lifting to 3.5m. T2, T4, T5 and T6 (Tew) – Crown thinning and Crown lifting to 3.5m
 - a) Responded with minor points
 - b) Responded with minor points
 - c) **Resolved** to recommend refusal and request a change to short term let for locals
 - d) **Resolved** to respond with no objections

14114 To receive the Clerk's report of any action (other than consideration of Planning Applications) taken under the provisions of Standing Order 25:

- a) **Noted** Section 3 and Notice of conclusion of audit from external auditors has been uploaded to the SPC website.

14115 Correspondence received since the last meeting was distributed to councillors by the Clerk – the following matters needed to be addressed:

- hh) **Noted** A representative from the parish council seeking advice on emergency plan development will attend the next SERG meeting.

14116 Working Groups

1. Affordable Housing

- a) **Resolved** to update the schedule of second homes and short term lets.
- b) **Noted** The tour of the Passivhaus development in Halton has been postponed.
- c) **Noted** Wales has implemented a change in legislation that means changes of use to second homes and holiday lets require planning permission, thus enabling an article 4 restriction to ensure that they are not permitted development. **Resolved** **Cllr Reed will contact Lizzie Collinge to push for the same legislation in England.**

2. Children's Playground

- a) **Noted** The hedge works have been completed. The groundsman will continue maintenance.
- b) Awaiting paving quote, gradient to be determined.
- c) **Noted** The holes in the wet pour are being filled with sand to prevent trip hazards. There are signs of algae build up on some of the wetpour surfaces. **Resolved** to instruct the parish contractor to use an eco-biocide to clean the affected areas.

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- d) **Noted** The holes in the wet pour are being filled with sand to prevent trip hazards. The wetpour is slippery. **Resolved** to instruct the parish contractor to use an eco-biocide to clean wetpour.

3. Footpaths etc.

- a) **Noted** Expression of Interest has been submitted to National Landscape for accessible interpretation boards at Silverdale Wells. There was a discussion around number of signs, expense, style and visitor economy. **Resolved** The Council require more information to agree the full project.

4. Highways Maintenance

- a) **Noted** Roads were swept recently.
- b) **Noted** Love Clean Streets app has been advertised via posters on noticeboards, Facebook and Neighbourhood Watch WhatsApp thread.

5. Net Zero Carbon

- a) **Noted** Only three people attended Net Zero Carbon meeting on 22 September. Lack of interest across the board.
- b) **Noted** GB Energy Community Fund Stage 2 funding criteria cannot be fulfilled and is not being pursued at present. Electric Vehicle charging would need to be linked to renewable energy sources.
- c) Cllr Webster suggested that emphasis on “energy resilience and independence” may gain public interest and support, rather than “net zero carbon”.
- d) Cllr Greenwell suggested communications to local organisations – including Silverdale’s two churches and the Gaskell Hall – about solar etc. **Resolved** **The Deputy Clerk will send some information about the successful solar panel project at Warton Church Hall.**

6. Public Toilets

- a) **Noted** The council received a full project report via email from Cllr Bennett on 6 October.
- b) **Noted** Danfo will install the door on 14 October.
- c) **Resolved** to pay the increased invoice total from Baldwin’s: £8,290.00 plus £900.00 (for stud linings) = £9,190.00 plus VAT giving a total of £11,028.00, plus £30 cheque processing fee.
- d) **Resolved** to use McGaffigans, at Bolton le Sands, for the supply and installation of a DDA compliant twin handrail arrangement at the site entrance at £980 plus VAT.
- e) **Noted** Maintenance remittance from Lancaster City Council.

7. Transport and Access

- a) There was a discussion around Bleasdale traffic and parking. There were two onsite meetings; 3 and 24 September. **Noted** There has been some improvement in the village centre at peak times. **Resolved** **Cllr Unsworth to write to Sefton Booth to ask if Bleasdale require any further assistance in traffic/parking management. Resolved Cllr Unsworth to draft a letter to Graham Dalton regarding the 3 access options for staff parking.**
- b) **Noted** the withdrawal of bus service to Morecambe. **Cllr Webster will add to Parish Jottings.**

8. Silverdale Emergency Resilience Group (SERG)

- a) **Resolved** to outsource the printing of the revised Silverdale Emergency Plan that needs to be distributed to councillors, clerks and locations within the village.
- b) **Noted** the Walney grant application was unsuccessful. **Resolved** to apply to Cumbria Community Foundation for funds to purchase essentials. **Noted** the government resilience fund in March 2026 to purchase remainder.
- c) Carried forward – **Cllr Bennett to ask United Utilities for an area supply map.**
- d) **Noted** All Cllrs invited to generator training on 18 October.
- e) **Noted more street wardens are needed.**
- f) Cllr Unsworth will attend the Lancaster City Council Community Emergency Meeting on 25 October at the Storey Institute and Cllr Webster will operate the ERAL radio from Silverdale.
- g) **Resolved** to instruct Clarkson's to send their invoice for work done to the emergency generator at the Gaskell Hall direct to Lancaster City Council for payment, as agreed.
- h) **Noted** next SERG meeting is Tuesday 11 November 2025 at 7pm at the Village Institute with other parish council leaders attending for shared learning.

9. Mobile Phone Signal

- a) **Noted** the Government Emergency Alert Test did not reach many residents in Silverdale due to poor phone signal. Cllr Unsworth contacted Lizzi Collinge MP and discussions are underway with Vodafone/Three regarding improving signal infrastructure.
- b) The council received an email from Cybermoor regarding signal boosters. **Resolved Cllr Unsworth to invite them to present to the council online.**

10. Streetscape

No items.

11. Woodland Management

- a) **Noted** awaiting feedback from Cumbria Tree Surveys on parish woodlands.

14117 Projects/Issues

- a) Remembrance Sunday – plans are in place. Antonia Allum to bugle on behalf of Lancaster City Brass. Child chosen to say Exhortation. Cllr Luckhurst and Webster to lay the council wreath. Cllr Bond to give Cllr Houghton the list of the fallen. Cllr Reed to receive and bring wreaths.
- b) Silverdale Post Office – **Noted** the positive outcome of the involvement of the local pharmacy and the development of a community shop. The council would like to be part of the info hub.
- c) **Parish Council still has one Casual Vacancy**
- d) Noticeboard Material – carried forward. **Cllr Bennett will get keys for the playground noticeboard from the parish contractor.**
- e) Corner House – no progress.
- f) Potential monument to the Matchless Disaster. Site owner unknown despite great efforts. **Resolved** Council will take possession of site by contractor maintaining the land and bench. **Cllr Bond to look at minute archives to see statement of possession.**

- g) Response to consultation on the draft National Landscape Management Plan is ongoing. Cllr Reed will send comments including having a separate section for transport and access, a second homes statement, and a mobile coverage statement.
- h) **Resolved** to formally adopt Staff Appraisal Policy and appoint Cllrs Webster and Bond to lead the appraisal of the Clerk's and Deputy Clerk's probation period. **AA and SM will fill out self-appraisal forms and then schedule meetings with Cllr W and B.**
- i) LALC – no matters for the annual conference.

14118 Parish Contractor

- a) Completed tasks:
- Hedge work at Playground
 - Sign installation at Jenny Brown's cattle grid
 - War Memorial check and maintenance
- b) Outstanding tasks:
- Bike rack installation
 - Boundary wall at top right corner of playground
- c) New additions to the worklist:
- Steps at Lambert's Meadow
 - Clean playground wetpour surface

14119 Finance

- a) **Resolved** to pay Lancaster City Brass £50 for the Remembrance Day bugler – LCB treasurer will invoice.
- b) **Resolved** to **approve** the following payments:

Regular Payments	
Clerk Salary & Expenses	£495.59
Deputy Clerk Salary & Expenses	£181.48
HM Revenue & Customs (PAYE for Clerk & Deputy Clerk)	£131.41
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	
PKF Littlejohn LLP – Invoice number SB20251507	£504.00
Malcolm R Richardson – Invoice 1766	£99.00
Gallagher (AJGIBL GBP Client NST Account) - Invoice number 548576639	£3009.41 This was reduced by £TBC
David Wain – September 2025 invoice	£800.00
EDF Energy – Invoice KI-454EC643-0014 (covered under Direct Debit)	£30.59

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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

- c) **Resolved** to approve the following payments due since publishing the agenda:
- Baldwin's £11,058
 - iTek £48
 - Wreaths £40
 - McGafigans 50% invoice
- d) **Noted** no retrospective payments to approve since publishing the agenda.
- e) Parish Council Insurance – **Resolved** to agree the alteration of schedule. Any damage that may be caused by the generator at the Gaskell Hall is covered under third party liability. Agreed and signed statement of Parish Council responsibility for the defibrillator at Gaskell Hall. Cllr Reed signed on behalf of Gaskell Hall committee.
- f) **Resolved** **Cllr Unsworth to write to HMRC asking them to confirm that SPC does not have an outstanding account and ask them to formally acknowledge their mistake in pursuing to reclaim.**
- g) **Resolved** to switch to Lloyds bank by end of October. Cllrs Unsworth, Webster, Houghton and Bennett to be signatories.
- h) **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 Reed.
- i) **Noted** the Internal Audit form been received

14120 Items for Information: None

14121 Future Agenda items for consideration:

- Defibs
- Wells signage
- City Cllr Paul Hart discussing waste management
- Devolution

14122 The meeting closed at 9.30pm. The next Parish Council meeting is on Tuesday 4 November 2025, 7pm. Items for the agenda and copies of reports to reach the clerk **before 5pm on Tuesday 28 October**.

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