

SILVERDALE PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING held on
Thursday 9th November 2017 at Silverdale Library, High Street, Silverdale at 6.30pm

Present:

Councillors: Mr H Adamczuk-Chair (HA), BCllr Chris Spence (CS), Mr Peter Rout (PR), Mrs S Durber (SD), Mr Jan Siery (JS), Mr Matt Melvin (MM)
 County Councillor David Jones (DJ)
 Clerk – Mrs C Withington

Public Open Forum

There were no members of the public present.

The meeting was bought to order at 6.35pm.

Ref	Item	Action
227/17	To note the latest regarding the two casual vacancies for the Silverdale and Knutton Wards – and the arrangements for the co-option of the Knutton vacancy It was noted that the RESOLVED to advert the 2 vacancies, following the outcome of the bi-election notice for the last vacancy.	
228/17	To receive apologies (in writing to the Clerk) – None given.	
229/17	To resolve that the minutes of the SPC meeting held on 12th October 2017 are correct and for the Chair to sign (copy attached) RESOLVED to approve the minutes as a true and accurate record, these were signed at the meeting.	
230/17	To receive an update from the Borough Councillors and County Councillor CS reported that he had been reviewing the planning application in the town centre in relation to the new retail and student accommodation development at the former Sainsbury site. CS to query what will happen in relation the closed road by the stalled development by Jubilee 2 baths. DJ informed the Parish Council that Brighton House was due to be purchased by Aspire to provide Step Down accommodation, as a transition for patients leaving hospital, prior to going home. This will be targeted towards patients who are local to the area. Any person who was experiencing issues relating to the new social care contractors should contact DJ.	CS ALL
247/17	To receive an update on the Miners Wheel relocation project regarding the procurement of the installation works (tender outcomes) and RED Industries application RESOLVED to bring this item forward on the agenda. It was noted that the tender quotations had been returned. These were considered at the meeting and all 3 were in the same region. The Clerk set out the funding that was available to complete the project – which would require the S136 funding received from the Borough Council and £2876 of Parish funds, plus the Tesco’s Bags of Help £1000 and County Councillor contribution of £1000. RESOLVED to accept the grant funding from Red Industries for £12955, and to pay the 10% third party contribution which was £1430.87 It was RESOLVED to appoint Kettle and Talbot up to a value of £22k subject to the following: <ul style="list-style-type: none"> • Satisfactory references • Work programme showing start and finish dates • Insurances requirements HA and CS to meet with Sam Boden from Red Industries, so show her the proposed site and the wheel. The Clerk was asked to confirm the contribution was only £1.4k and did not include the fees and administration charges. The Clerk was thanked for her efforts on the successful funding bids.	Clerk HA CS Clerk
232/17	To approve comments for the following Planning Applications (please click on the link to view):	

	<p>CS and DJ left the meeting for this item.</p> <p><u>Two storey and single storey rear extensions</u> 29 Bowers Drive Silverdale Newcastle Staffordshire ST5 6SL Ref. No: 17/00824/FUL</p> <p>It was RESOLVED that in principle there were no objections to an extension of this type, however there may be concerns regarding the roof extension providing dormer windows at the back, in terms of overlooking the properties at the rear.</p> <p><u>Single storey front extension.</u> 38 Kinsey Street Silverdale Newcastle Under Lyme Staffordshire ST5 6JL Ref. No: 17/00822/FUL</p> <p>It was RESOLVED to object to this extension as it was not in keeping with the massing and general design of the existing street scene, being a conservation area. The Parish Council are not keen on the mock windows, which again detracts from the principles of the conservation area and are considered to be the least desirable.</p> <p>CS and DJ returned.</p> <p>To note the arrangements for the JLP preferred Option (11 December 2017 Planning Committee) – These were noted.</p>	
235/17	<p>To consider a bid to the Staffordshire County Council Funding for Small Scale Flood Alleviation Schemes for the Culvert by Kinsey Street – Mr H Adamczuk</p> <p>Tree work to property at rear of Kinsey Street – Mr H Adamczuk</p> <p>RESOLVED that this be brought forward on the agenda. It was agreed that a bid should be submitted to the County Council for funding to alleviate the problems at Kinsey Street. Discussion took place and it was agreed to look at the installation of a 300 mm pipe within the culvert. A drainage expert will be requested to provide an opinion and costed quote for the work, to enable the bid application to be completed in time. The Clerk was asked to find out some suggested companies and forward to HA, for the application to be completed in time for 30th November. HA had also progressed the issue in relation to the 2 overgrown sycamore trees at the site, which were privately owned. This matter is now being dealt with by the properties affected.</p>	Clerk HA
231/17	<p><u>PUBLIC CONSULTATION on the approved Draft Budget for 2018/19 – see Appendix A</u></p> <p>There were no members of public present and no comments had been received in relation to the proposals.</p>	
233/17	<p>To consider the letter regarding the “Highways - Your choices” and to respond to the Rights of Way Consultation - categorisation (Deadline is 25 Dec 17)</p> <p>It was noted that the website was a new resource available for Parish Councils and Community groups to allow them to carry out minor works for Highways. There are some restrictions on this, so the website provides the guidance required. Noted that the Highways budget will now be reduced and jobs will only be dealt with on a priority basis. Non-statutory work will be left unless it is a H&S issue. The consultation on the Rights of Way was discussed and the categorisations of the footpaths. The Clerk is to send the list of proposals round for discussion at the next meeting.</p>	Clerk Next agenda
234/17	<p>To note the implications and resources required for the General Data Protection Regulation – Briefing on 21st November (SPCA)</p> <p>The Clerk and CS are due to attend the briefing and will report back on the implications for the Parish Council going forward. It is likely that a Data Protection Officer will need to be appointed – this may be provided through the County Council for a fee. CS suggested that there may be some exemptions that apply to the Parish Councils.</p>	Next agenda
236/17	<p>Further update on the bridge at Scot Hay Road/Pepper Street – Mr H Adamczuk</p> <p>The land ownership has been inconclusive, however Highways still have a duty of care for the maintenance and safety of the road. It was agreed that we should report the problems to Highways and let them assess the safety of the structure. CS and HA to visit the site and report. CS also to look at the 2 conflicting weight limit signs with the Borough</p>	HA CS CS

	Council. DJ noted that there is also work planned to the Newcastle Way which may coincide.	
237/17	Further update in relation to the petitions for the Community Governance Review for Ilkley Place and the creation of a new Parish Councillor for Parksite CS and HA have been gathering signatures for the petitions. Further work is necessary to obtain the required numbers.	
238/17	To discuss any further progress with regards to the safety issues regarding the mini-roundabout design at Heritage Park A collision had occurred which had been reported to the police, although there was an oil and coolant spill on the road. MM to report to the developer, and copy DJ in who will forward to the adoptions team.	MM
239/17	To receive an update on the request for Body Cameras for the Lollipop ladies at Pepper Street Nothing further has progressed with the paperwork due to a lack of comments from others. However CS is to finalise the privacy impact assessment and the information is to be sent to the County Council with the offer. If necessary it may be possible to consider CCTV on lamp posts, but this would be more costly. Clerk to query the working hours with the County Council.	
240/17	To consider action in relation to a complaint regarding congested parking on Church Street, Silverdale This was noted and had been passed to the relevant agencies, with the complainant informed of the contact details. No further action to be taken.	
241/17	To receive an update regarding the Borough Council owned bus shelter (to include a bench) near to the bus stop on Cemetery Road and consider options – Cllr G Snell MP A quote to renew the shelter had been received from the County Council's preferred supplier. It was not cost effective to refurbish the shelter. The Clerk is to approach the owner, Newcastle under Lyme Borough Council, to ask if they have plans to repair the shelter. If not to ask if they would gift the shelter to the Parish. The quote for the new shelter was approved in the region of £4.1k – however we would need planning permission and highways engineer comments.	Clerk
242/17	To consider responding to the NALC Council tax referendums campaign – Mr C Spence CS to respond to the consultation.	CS
243/17	To consider any grant applications (SPC Grant Programme £2000) <ol style="list-style-type: none"> 1. Aspire Housing – 1) Electrics 2) Tree with lights for the Parade – RESOLVED to approve the request for £480 for the electrics, £150 for the tree and £200 for the lights. 2. Silverdale Methodist Church – Purchase of new chairs – RESOLVED to approve the grant award of £500. 3. St Lukes Primary School – School books – RESOLVED to approve the grant award of £500. 	Clerk Clerk Clerk
244/17	To note the arrangements for the Christmas events This will take place on 8 th December in the Parade, as advertised in the newsletter. To consider a proposal for any further arrangements for a children's party – Cllr C Spence This is in hand by the Elim Church, who hold it around the beginning of December. It was RESOLVED to contribute £150 toward selection boxes for both events. CS to print the leaflets and distribute to both ends of the Parish to ensure all are aware.	Clerk CS
245/17	To consider arrangements and approve the draft winter edition of the Newsletter The Clerk circulated a draft which was approved. RESOLVED to print the newsletters at a cost of £520. HA to arrange the distribution.	Clerk HA
246/17	Miner's Monument and the HLF bid –update on the community engagement brief development (and Ibstocks application)	HA

	A bid application for funding towards the consultancy costs has been sent to Ibstocks by the Clerk. HA will be the contact for the consultant to run ideas passed as the bid develops.																						
248/17	To note the arrangements for the forthcoming Remembrance Day service and laying of wreath HA will lay the wreath and attend the service.	HA																					
249/17	To note correspondence received:- See Appendix B HA to check to see if he can attend the SPCA AGM, and to notify the Clerk to confirm by no later than 24 th November. All other correspondence was noted.	HA																					
250/17	To note the Staffs Parish Council Assoc Bulletins received: - See Appendix C This was noted.																						
251/17	<p>To approve the Payments schedule and note receipts and Bank reconciliation statement Appendix D RESOLVED to approve the payments as per below schedule.</p> <p>Payments</p> <table border="1"> <thead> <tr> <th>CHQ / BACS NO</th> <th>PAYMENTS</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>bacs 047</td> <td>C Withington Clerk -Nov salary and expenses inc Otime Newsletter 7hrs</td> <td>583.44</td> </tr> <tr> <td>bacs 048</td> <td>HMRC Tax and NI Nov</td> <td>144.86</td> </tr> <tr> <td>bacs 049</td> <td>Staffordshire Pensions Nov</td> <td>198.51</td> </tr> <tr> <td>bacs 050</td> <td>Horsley Huber Arch Tender fees</td> <td>456.00</td> </tr> <tr> <td>no 000026</td> <td>Royal British Legion Wreath</td> <td>17.00</td> </tr> <tr> <td></td> <td></td> <td>1399.81</td> </tr> </tbody> </table> <p>Receipts</p>	CHQ / BACS NO	PAYMENTS	Gross	bacs 047	C Withington Clerk -Nov salary and expenses inc Otime Newsletter 7hrs	583.44	bacs 048	HMRC Tax and NI Nov	144.86	bacs 049	Staffordshire Pensions Nov	198.51	bacs 050	Horsley Huber Arch Tender fees	456.00	no 000026	Royal British Legion Wreath	17.00			1399.81	
CHQ / BACS NO	PAYMENTS	Gross																					
bacs 047	C Withington Clerk -Nov salary and expenses inc Otime Newsletter 7hrs	583.44																					
bacs 048	HMRC Tax and NI Nov	144.86																					
bacs 049	Staffordshire Pensions Nov	198.51																					
bacs 050	Horsley Huber Arch Tender fees	456.00																					
no 000026	Royal British Legion Wreath	17.00																					
		1399.81																					

THE NEXT SPC MONTHLY MEETING WILL TAKE PLACE ON

Thursday 14th December 2017 – Budget consultation @ 6.30 pm Silverdale Library

Future dates include (6.30 pm Silverdale Library):

Thursday 11th January 2018 – Budget/Precept to be set

Thursday 8th February 2018

Thursday 8th March 2018

Thursday 12th April 2018 – Annual Parish

Thursday 10th May 2018- Statutory Annual

Appendix A Draft Budget (approved)

SILVERDALE PARISH COUNCIL DRAFT BUDGET 12 Oct 17		
EXPENDITURE		
Budget Heading	2017-18 Approved Budget	2018/19 Draft Budget
POWERS - PC ADMINISTRATION	£ 13,010.00	£ 13,510.00
Clerk's Salary/PAYE/NI/Pension/Locum	£ 9,760.00	£ 10,260.00
Expenses/Postage/Chair (£200)	£ 650.00	£ 650.00
Office Equip/Stationary/Printing	£ 600.00	£ 600.00
Subs/Ins/Fees/Audit Fees/Training	£ 2,000.00	£ 2,000.00
VAT (Cost neutral as reclaimed)	£ -	£ -
POWERS & DUTIES	£ 7,500.00	£ 12,000.00
Allotments	£ 500.00	£ 500.00
Bus Shelters (maintenance & cleaning) now in Assets	£ 500.00	£ -
Conference facilities	£ -	£ -
Community centres	£ -	£ -
Comm Safety (match funding measures)	£ 500.00	£ 500.00
Drainage	£ -	£ -
Election Contingency (Bi Election and May Election 18)	£ -	£ 5,000.00
Entertainment & the Arts (eg Xmas parties, youth activities etc)	£ 1,500.00	£ 1,500.00
General Powers	£ -	£ -
Highways (inc provision of Grit Bins £500)	£ 1,000.00	£ 1,000.00
Land (appropriate) (Bonfiglio lease £1pa)	£ -	£ -
Litter	£ -	£ -
Newsletter/Website/Publications	£ 500.00	£ 500.00
Open spaces	£ -	£ -
Public buildings and village hall	£ -	£ -
Recreation	£ -	£ -
Assets (maintenance & cleaning inc Bus shelters)	£ 3,000.00	£ 3,000.00
Tourisim	£ -	£ -
Traffic calming	£ -	£ -
Transport	£ -	£ -
Local Government Act 2000 - Sec 19	£ -	£ -
Lengthmans agreement (16/17 only)	£ -	NIL
CONCURRENT FUNDING - Sec 136/Support Grant	£ -	£ -
Bus Shelters (installation)	£ -	£ -
Christmas Lights/Trees	£ -	£ -
Street cleansing	£ -	£ -
Village appearance (Baskets, bench plaque, Blue plaque celebration)	£ -	£ -
Miners Wheel (Installation)	£ -	£ -
Notice board - cyclical maintenance/installation	£ 100.00	£ -
Grants - Sec 137 (if no other power exists)	£ 9,000.00	£ 9,000.00
Flowers / Plants	£ 500.00	£ 500.00
Grant applications	£ 2,000.00	£ 2,000.00
Mining Monument	£ 1,500.00	£ 1,500.00
Miners wheel	£ 5,000.00	£ 5,000.00
Total	£ 29,510.00	£ 34,510.00

INCOME		
	Income 17/18	Income 18/19 based on precept 0% increase
Precept (£18.92 per band D*1463)	£ 27,679.96	£ 27,679.96
Rural Grant - Sec 136	£ 4,389.00	£ 3,292.00
Council Tax Support Grant	£ 1,834.00	£ -
Lengthsman 16/17	£ 800.00	£ -
Bank Interest (forecast)	2.14	£ 10.00
VAT refund	£ 1,991.08	£ -
Events	£ -	£ -
Other in tesco bags of help	£ 1,001.00	£ 1,001.00
INCOME Total	£ 37,697.18	£ 31,982.96
Shortfall in Budget (Reserves)		£ 2,527.04
RESERVES 2017-18		
Reserves balance carried forward to 17/18	£ 18,635.75	