

SILVERDALE PARISH COUNCIL
Minutes of the Annual and Regular Meeting held on Thursday 1 May 2025
at 6.30 pm at Silverdale Library

Present: Cllr H Adamczuk (HA), Cllr C Mrozicki (CM), Cllr G Churton (GC), Cllr S Doyle (SD), Cllr J Crabtree (JC), Cllr I Gould (IG), Cllr S Toon (ST), Cllr R Jones (RJ)

Parish Clerk: Ms D Powell (DP)

In attendance: One member of the public attended the meeting.

- 108/25 **To nominate and elect the Chair and Vice Chair and both to sign the Declarations of Acceptance of Office.**
RESOLVED to appoint Henryk Adamczuk as Chair and Chrissy Mrozicki as Vice Chair. Declarations of Acceptance of Office were signed.
- 109/25 **Public Participation:**
One member of the public attended the Meeting to ask about the four houses at The Bush. The Meeting clarified the location of the houses. A further question was raised about Knutton Quarry and the extension for claims. HA advised that after 2040 this is not included in the Borough Local Plan. ST commented that clay would only be extracted as required. The plans are on the Staffordshire County Council website. HA to invite a member of SCC to a SPC Meeting to advise on what is to be expected. **RESOLVED** to approve.
- 110/25 **To receive apologies**
Apologies were received from Borough Councillors R Adcock and J Brown.
- 111/25 **To resolve that the minutes of the Regular meeting held on 3 April 2025 are correct and for the Chair to sign at the meeting**
RESOLVED to approve.
- 112/25 **To review the Insurance Renewal with Zurich**
RESOLVED to approve.
- 113/25 **To review the Model Standing Orders, Financial Regulations, Risk Assessment and IT Policy**
RESOLVED to approve all of the above policies.
- 114/25 **To nominate representatives for outside bodies including**
a. Walleys Quarry Liaison
Suspended until NBC set up a committee.
b. Planning Committee (Borough Council)
RESOLVED for CM, HA, JC and ST be the Planning Committee members.
- 115/25 **To nominate representatives to the following Parish Council sub-Committees**
a. Allotments sub-Committee
HA to rewrite the Terms of Reference. The Meeting discussed the management of the Allotments. **RESOLVED** to leave the management to the Allotments Association.
b. Communication and Events sub-Committee
RESOLVED to appoint CM and JC as members of the Communications and Events sub-Committee
c. Parks and Recreation sub-Committee
d. **RESOLVED** for to appoint IG, SD and RJ as members of the Parks and Recreation sub-Committee
e. Finance sub-Committee
RESOLVED to appoint DP, HA, CM and JC as members of the Finance sub-Committee

- f. Neighbourhood Development Plan Steering Group
The NDP Steering Group consists of all members of the Parish Council and seven members of the public and two borough Councillors. HA to invite the new County Councillor to the next Steering Group meeting.

116/25 To note the written update from the Borough Councillors

The Meeting noted the written reports which had been received and circulated.

117/25 To discuss a new email provider

ST had researched a new email and website provider. It was **RESOLVED** to approve the domain name of Silverdale-pc-staffs and a cost of £150 for the domain. **RESOLVED** to approve the costs of a website of £1200. RJ to send details of an alternative to DP.

118/25 Finance

- a. To approve the payments, receipts and transfers – Appendix A. **RESOLVED** to approve.
- b. To note and approve the bank reconciliation – Appendix B. Circulated and attached to the minutes.
- c. To note and approve the budget report – Appendix C. **RESOLVED** to approve.
- d. To resolve to add Julie Crabtree as a bank signatory on all Silverdale Parish Council bank accounts. To resolve that if we add or remove Authorised Signatories in the bank mandate request, the Bank will update our mandate accordingly for the accounts we specify in this mandate request. **RESOLVED** to approve.

119/25 Planning sub-committee feedback (Standing Item) and to approve comments for the following Planning Applications

25/00301/FUL | Proposed two storey extension to side | 19 Stretton Road Silverdale Newcastle Under Lyme Staffordshire ST5 6QT No objection. **RESOLVED** for HA to write comments.

120/25 To discuss anti social behaviour at the Pavilion Silverdale Park

The Meeting discussed the issues of anti-social behaviour and the use of off-road bikes on the park. Councillors were reminded to report incidents to the Police. HA to write to the PCSO.

To receive feedback from sub-committees

- a. Allotments Sub-committee
Item covered earlier on the agenda.
- b. Communication and Events Sub-committee
 - i. To discuss the afternoon tea and Christmas event 2025
The Meeting discussed arrangements for the Summer in the Park event. HA suggested a further sub-committee meeting and a costs proposal to be presented at the next Meeting. JC confirmed that the Afternoon Tea and Christmas lunch events had been organised and would be within the budget.
 - ii. To discuss the next newsletter
ST to prepare a draft newsletter. HA to prepare the text and to publicise the summer event.
- c. Parks and Recreation Sub-committee
This was covered earlier on the agenda.

121/25 Community matters (Standing item)

- a. To receive an update on the registration on the Circuit of the defibrillators. (IG)
IG confirmed that the defibrillators had been registered on the Circuit.
- b. To discuss the railings around the bowling green
Item rolled over.

Signed..... Date

- c. To discuss off-road bikes
Item discussed earlier on the agenda.
- d. To discuss the speed gun maintenance and training
HA has the speed gun. It needs to be maintained and recalibrated. DP to find a provider.
HA to organise training and a speed sign.
- e. To discuss the Western Communities LAP residual fund proposal
HA was the Chair of the now closed LAP. £120 remains in the bank account. Councillors had previously approved for the payment to be spent in Silverdale. **RESOLVED** for HA to give the funds to Silverdale Methodist Church.

122/25 **Walley's Quarry Ltd Landfill**

This matter had been circulated in HA's report.

123/25 **Neighbourhood Development Plan**

- a. To receive feedback from the Neighbourhood Planning Steering Group
A meeting had taken place. The Local Plan submission had been submitted. Hearings to understand the evidence are to take place in May and June.
- b. To consider an NDP website
RESOLVED for publications to be circulated on Facebook until the website is set up.
- c. To discuss a quote received from Urban Vision
A quote had been received from Urban Vision for the production of the policy document of £3500. **RESOLVED** to earmark reserves of £3500 out of the General Reserve.

124/25 **Mining Monument and Miners Wheel (Standing item)**

The refurbishments are complete.

125/25 **Parish jobs referred to the contractor**

The contractor is completing a job on the culvert.

126/25 **Local Plan consultation and Keele/Silverdale Growth Corridor**

- a. Borough Council Plan Update
- b. Silverdale Parish Council's response to the Local Plan inspection
These matters were covered earlier on the agenda.

127/25 **Acres Allotments**

- a. To discuss progress
The lease had been received. HA to write up the comments.

128/25 **To consider any grant applications (SPC Grants annual budget £2,500)** None received.

129/25 **GDPR (Standing Item) – INFORMATION ONLY**

Subject Access Requests/Information Security/Data Breaches. None.

130/25 **To receive and update on flooding reports on the Mineral Line at Sutton Avenue/High Steet Silverdale.** Nothing to report.

131/25 **To note the Staffs Parish Council Assoc Bulletins and correspondence received.** Noted.

132/25 **Highways matters (Standing item)**

The potholes on Pepper Street have been reported a number of times. RJ to follow up with the new County Councillor.

133/25 **To discuss adult exercise equipment for the park (IG)**

This matter is progressing.

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134/25 **To discuss the memorial (CM)**
No update at present.

Meeting closed at 8.20pm.

THE NEXT MONTHLY MEETING WILL TAKE PLACE ON 5 June 2025, at 6.30pm

To agree future dates to include,
3 July 2025, 7 August 2025, 4 September 2025

**Silverdale Parish Council
Payments Schedule May 2025**

DATE	REF/ Ch no	PAYEE	DESCRIPTION	NET £	VAT £	AMOUNT £
01/05/2025	445	Staffordshire Parish Councils' Association	Annual Subscription additional payment	35.86	0.00	35.86
01/05/2025	446	Society for Local Council Clerks	Subscription	108.30	0.00	108.30
01/05/2025	447	Litter picker	Litter picking contract	244.20	0.00	244.20
01/05/2025	448	Payroll	May 2025	795.29	0.00	795.29
01/05/2025	449	Staffordshire Pension Fund	Pension contributions May 2025	280.23	0.00	280.23
01/05/2025	450	VAST	HMRC month 2 (including Employers NI)	93.00	0.00	93.00
01/05/2025	451	Office expenses	Mileage, Zoom subscription, Memories of Mine website subscription	194.09	31.40	225.49
01/05/2025	452	Zurich Municipal	Insurance Policy	493.05	0.00	493.05
		TOTAL		2,244.02	31.40	2,275.42

**Silverdale Parish Council
Receipts Schedule May 2025**

DATE	REF	PAYEE	DESCRIPTION	NET £	VAT £	AMOUNT £
10/04/2025	BGC	Newcastle Borough Council	Parish Precept 2025/26	31,372.00	0.00	31,372.00

Signed..... Date

<u>Silverdale Parish Council</u>			
<u>Bank Reconciliation for the period ending 31 March 2025</u>			
	£	£	£
Balance per Bank Statement 31 March 2025			
Current account		13,729.80	
Deposit account		<u>53,642.16</u>	
			67,371.96
Less: unpresented cheques 259			-20.00
386			-20.00
409			-285.60
Net bank balance as at 31 March 2025			<u>67,046.36</u>
Net balance reconciled to the cashbook			
Opening balance per cashbook		76,923.12	
Add: receipts in the year			
Precept 12.04.24	33,206.00		
HMRC VAT refund 11.04.24	3,143.17		
Interest received April 2024 onwards	<u>744.47</u>		
		37,093.64	
Less: payments in the year		<u>-46,970.40</u>	
Closing Balance as per cash book for the year to 31 March 2025			<u>67,046.36</u>

Silverdale Parish Council Budget Report 2025/26

EXPENDITURE	BUDGET	TOTAL	VARIANCE
Payroll including PAYE, NI, and Pension	13,600	2,357	-11,243
Chair allowance	250	0	-250
Contingency	500	0	-500
Expenses/Postage/Payroll charges/Room hire	650	73	-577
Office Equip/Stationary/Printing	600	40	-560
Subs/Ins/Fees/Audit Fees/Trg/DPO/Payroll costs/Room Hire/Legal fees	1,200	1,434	234
VAT (Cost neutral as reclaimed)	0	53	53
Total	16,800	3,958	-12,842
Mining Project -see Special Projects	0	0	0
Groundwork/NDP - see Special Projects	0	0	0
Allotments	2,500	0	-2,500
Comm Safety (match funding measures) inc speed measures	500	0	-500
Entertainment & the Arts (eg Xmas parties, youth activities etc)	1,700	0	-1,700
Highways (inc provision of Grit Bins £500, refill and culvert cleaning, sign	1,500	0	-1,500
Fencing De rusting Painting	0	0	0
Litter collector/ranger/Community payback	2,500	747	-1,753
Newsletter/Website/Publications	2,500	50	-2,450
Asset additions (benches, dog waste bins and 2 x defibrillators) - see Special Projects	0	0	0
shelters)	700	0	-700
Housing condition and heat loss survey	0	0	0
Total Powers and Duties	11,900	797	-11,103
Flowers / Plants/ Wreaths /Litter picks/Hanging baskets	500	0	-500
Grant applications	2,500	0	-2,500
Total Grants	3,000	0	-3,000
TOTAL EXPENDITURE (General running costs)	31,700	4,755	-26,945

Ward Councillor report to Silverdale Parish Council Date of report 28. 4.25 Councillor:

Jacqueline Brown, Silverdale ward. No of cases: 91 No resolved: 81 ongoing: 10

Walleys Quarry. Councillors have welcomed improvements at Walleys Quarry since it was taken over by the Environment Agency at the full council meeting on 16.4.25 The regulator has been organising works at the Silverdale landfill since the operator collapsed in February, with the company's liquidators 'disclaiming' the site's environmental permit. Contractors have been brought in to remove surface water, drain leachate and repair capping defects. Elected members at Newcastle Borough Council say there has been a noticeable reduction in odour problems at the landfill site since WQL's liquidation, which followed EA issuing a closure notice on Walleys Quarry in November. Air quality monitoring data shows that hydrogen sulphide levels remained below the 'annoyance' threshold 100 per cent of the time at Maries Way, Galingale View and Silverdale pumping station, in the two weeks up to April 6. The council is united on the view that WQ must never reopen.

Planning & housing: Regarding the single parent who is sleeping in her kitchen with 4 children upstairs in 2 small bedrooms. I have liaised with Shelter who inform me that this situation is not illegal as the kitchen is a through kitchen/diner/lounge and is above the minimum size specification. They advised me to speak to the existing provider, Wrekin Housing as they are best placed to review the situation and hopefully will be able to provide a three bedroom property.

I have now escalated the case of the disabled resident who lives on Peebles Road to M.P. Adam Jogee. I am hoping that this long standing case can be resolved.

Silverdale Neighbourhood Plan

I attended the final meeting looking at the design codes on 23.4.25. The working group has done an incredible job on this piece of work which will help inform the type, density and location of housing going forward. A special thanks to the Chair of the PC for all his work liaising with the consultants and pulling together a wealth of information to form this document.

Care Home/Supported housing on May street

I have received several complaints about the former HMOs at 22/3 May st which appeared to be operating as a care home. It seems nobody had been consulted about a change of usage application and nobody knew who was operating the care home. Ambulances, armed police and dog handlers have all been called out there in the last few weeks. Neighbours report shouting and bad language being common place and I have been given a great deal of video evidence to confirm this. I visited the property on 8.4.25 with the Chair of the PC and was lucky enough to bump into the director of the company who told me the property is classed as Supported Housing for adults with special needs, not a care home.

The name of the company is Hadet Healthcare. They describe themselves as supported living, person centred care and specialist support services on the business card

I asked how many residents and he told me 11, but this is to be confirmed.

After getting this information I got in touch with Gillian Taylor at NULBC to find out who was responsible. She told me she was seeking to understand the type of supported housing the home offers and said the following:

Following a conversation with the Council Housing Benefit Service it does not appear to be the subset of supported housing which they have involvement with that is termed as exempt accommodation. Housing benefits advise 23 May Street is not being run on this model and so they have no oversight. I have approached SCC to understand if they either commission or refer people to the accommodation and have any knowledge or oversight of it. I am awaiting feedback from Amy Duffy who leads on commissioning Supported Living for SCC to understand more of their involvement.

Gillian Taylor also got in touch with Steve Edge – Partnership Intervention Officer who has been in contact with PCSO Yearlsey re 23 May Street. Steve advised that his colleague Jason Griffiths will be making contact with you to update on ASB matters.

PCSO Charlotte Lownes told me that these types of establishments are springing up everywhere, she knows of several in Chesterton. This is a lucrative market and yet again it seems unclear who is regulating it.

As yet I have not been contacted by Jason Griffiths and I am working hard to update the residents.

Environment

After I complained to NULBC about the Parade tennis court still not being resurfaced, it has been cleaned up and the lines remarked. The markings are still very difficult to see as the surface underneath is so poor. There still seems to be no progress in the T&F group in terms of getting anything done for the facilities at the Parade Park.

At the request of the PC I am following up their decision not to repair the lights in the park. NULBC had told the PC that they thought the lights would not deter anti social behaviour. However, at a meeting on 8.4.25 PCSO Charlotte Lownes said she disagreed and the lights are very much needed. I want NULBC to confirm this is a resources issue.

Anti-Social Behaviour.

At the joint meeting on 8.4. 25, off road bikes which are a reoccurring problem in Silverdale and across Newcastle, were on the agenda. Our discussion led to a three point plan agreed between Staffordshire Police, Silverdale Parish Council and NULBC ward councillors. The new Crime & Policing Bill increases the powers of police to confiscate a vehicle on the first offence, rather than the 2 strikes warning.

Council News: At full council meeting on 19.3.25 the Labour group put forward an amendment to the Reorganisation options report to say we strongly favoured option 1, a unitary authority of Newcastle-under-Lyme. The Tory administration would not accept this and voted through a report that had several options (none of which included combining with the City of Stoke-on-Trent) but including some unusual options including joining with Shropshire CC.

Signed..... Date

Silverdale Primary Yr.4 Give back project

On Mon 7th April the children from Yr. 4 came to do a litter pick around the library, club and Parade shops. Members of the public were very pleased to see the children helping in this way and we had many positive comments. The children noticed how many cigarette ends are around the doors of the Co-op. There is a cigarette ends bin but it is broken and all the debris is on the floor. I confirmed with the Co-op that the bin is the responsibility of NULBC so Mr. Buxton, class teacher is going to help the children write to the council and ask for it to be repaired/replaced.

Easter Celebrations

I was invited to a charming Easter Bonnet Parade, Silverdale Primary on 10.4.25. The Nursery & Reception children paraded, and their bonnets were marvellous creations. Parents were watching and the parade was followed by an Easter crafts session. I really enjoyed chatting to parents and many of them told me how much their children love visiting the library and Cllr. Brown's storytime.

Events

Due to the Election Perda continuing until 1.5.25 I have not been able to use Silverdale Library this month so there have been less ongoing activities. However, from W/B 5.5.25 things will resume

Under 5's story continues every Monday 1.30-2pm

Baby song & rhyme time has recommenced at 2.15 -2.45 every Monday.

NULBC full council meeting 16th May

Planning Committee 29.4.25

County Council Elections: Thurs 1st May 2025

Surgeries first Monday every month (except Bank Holidays) 12.30 to 1.30 at Silverdale Library.

Next surgery Mon 12th May due to a holiday following the election.

Weekly updates available F.B. page Councillor Jacqueline Brown in Silverdale.

Cllr. Rupert Adcock report for Silverdale Parish Council May 2025

Walleys Quarry

I have been informed that additional works are taking place onsite to drain some of the surface water and leachate buildup. Lorries full of clay and capping material will deliver to the site over the last week. This work could cause temporary increases in odour.

Residents got in touch to report a different kind of burning odour around Silverdale but we agreed other sources were likely to blame on this occasion. I am pleased to see the odour reports remain low but we will continue to monitor from the council's side and await further updates. The appeal process has been withdrawn after the permit was cancelled.

Off road vehicle nuisance

Henryk, Jaqueline and myself met with PCSO Lowdnes in April to discuss the off-road vehicles nuisance situation. We came up with a join strategy together. I have emailed SusTrans the accessibility charity to get some advice on whether the access at Hulme Close can be gated to prevent easy access onto the golf course by such vehicles without breaching equalities legislation. I will be following this up because until we get a reply and support the council is unlikely to agree to new gates.

Highways

I have been logging more potholes around Silverdale to be put into the scheduled work programme.