

SILVERDALE PARISH COUNCIL
Minutes of the Regular Meeting on Thursday 9 February 2023
at 6.30pm at Silverdale Library

Present:

Chair – Mr H Adamczuk (HA)

Parish Cllrs - Cllr C Mrozicki (CM), , Cllr C Spence (CS), Cllr L Leighton (LL), Borough Cllr J Brown (JB, part).

Parish Clerk – Ms D Powell (DP)

In attendance – Two members of the public were present.

29/23 Public Participation: Chair

This item is on the agenda to allow the public to raise issues at the Parish Council

The period of time designated for public participation in accordance with standing order 3 f shall not exceed 10 minutes unless directed by the Chair of the meeting. Subject to standing order 3 g. a member of the public shall not speak for more than 2 minutes.

Two members of the public were in attendance to observe the meeting.

30/23 To receive apologies (in writing to the Clerk)

Apologies were received from Cllr Celia Jarrett (CJ), Cllr A Sutcliffe (AS), Cllr J Crabtree (JC), Cllr M Melvin (MM) and Ward Councillor Rupert Adcock.

31/23 To resolve that the minutes of the Regular meeting held on 12 January 2023 are correct and for the Chair to sign at the meeting (copy attached). *Please read these before the meeting as they will be taken as read.*

It was **RESOLVED** to approve the minutes which were signed by the Chairman at the end of the meeting.

32/23 Declaration of Disclosable Pecuniary interest in any item on the agenda *(Note member should notify Monitoring officer within 28 days if not already. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships) ALL to complete DPI forms and return electronically. - None*

33/23 To note the written update (to be circulated in advance) from the Borough Councillors.

- a) In addition to the circulated report (pp148-149), Cllr Brown reported:
 - b) The leaseholder of the shop at Parksite had agreed to extend the lease to August when the development starts. There will now be twelve two bedroom (four person) houses on Bath Road plus one retail unit.
 - c) The 16 metre telecom tower had been permitted for installation outside the Working Mens' Club on 16 November 2022. Appeals are allowed within six months. SPC's objection is showing on the Borough Council website.
 - d) The local PCSO had asked if SPC could discuss the anti-social behaviour regarding off road bikes on Keele Golf Course. SPC members agreed to visit the site at unofficial access points such as broken fences and railings. This item will be added to the next agenda.
 - e) There are no dog waste bins on the Mineral Line. There is some fly tipping and litter to remove. JB is organizing a litter pick in the area and also on Coppice Avenue, at the back of The Parade and around the Working Mens' Club.
- JB left the meeting at 7pm.

34/23 Finance

- a. To approve the payments, receipts and transfers – Appendix A
RESOLVED to approve.
- b. To note and approve the bank reconciliation – Appendix B
RESOLVED to approve.

- c. To note and approve the budget report for 2022/23 – Appendix C
RESOLVED to approve.
The Christmas tree lights for the tree will need to be replaced for next Christmas. It was **RESOLVED** to earmark reserves of £1000 for the replacement Christmas tree lights.

35/23 **Walley's Quarry Ltd Landfill**

- a. Walley's Quarry Liaison Meeting updates. (HA/CJ)
The minutes of the last meeting had not yet been circulated. The meeting had been recorded and this was available on the website. The next meeting is due to be held at the end of March 2023.

36/23 **Neighbourhood Development Plan.**

- a. To receive feedback from the Neighbourhood Planning Steering Group
- b. To receive feedback from the agree a 'dry run' consultation event as a training to trial new materials and presentation equipment.
- c. To make plans and choose the venue for extensive consultation of residents during 2022/23 for large groups then smaller sectional meeting afterwards.
- d. To receive an update on the commissioning a drone video for the neighbourhood area, covering all housing, community/retail and woodlands/green spaces to help publicize the Neighbourhood Plan.
- e. Response from AECOM draft Housing Needs Assessment for Silverdale and Staffordshire Wildlife Trust nature data collection for Silverdale
- f. To receive feedback from the Policy Mapping Events with Hannah Barter and colleagues at Urban Vision Enterprises.
- g. List of Businesses Update
- h. Potential Developments at Bath Rd and Cemetery Rd (site of former Bonfoglio's Garage)
See Chair's report (pp147-148) for updates and progress on NDP matters. It was **RESOLVED** to hold a public meeting at Silverdale Methodists Church on 25 of March 2023 from 2.00 to 3.30pm. Posters and flyers publicizing the event are to be organized and a questionnaire is to be created and printed.

37/23 **For information only - Silverdale Gardens - Planning update regarding S106.**

See Borough Councillor reports below for updates.

38/23 **Mining Monument progress (HLF) Project and Miners Wheel**

- a. Energy Cost from Monument Lighting Installation
The unmetered supplies department of the National Grid will be forwarding information to NPower in order that a bill be raised. It was **RESOLVED** to earmark reserves of £1000 for the electricity supply for the Miner's Monument.
- b. Quotes for external lighting for the Miner's Wheel
MM would be obtaining quotes for solar powered external lighting. HA also to obtain prices from Midland electrical and Fire Safety.

39/23 **Parish jobs from Homeworks referred to Steve Hough**

The jobs had been passed to the contractor.

40/23 **Local Plan consultation and Keele/Silverdale Growth Corridor**

- a. Borough Council Plan Update
No announcement had been made.
- b. Save Our Green Space update.
No further update had been received.
- c. Borough Council Proposal for Tree Planting at Former Keele Golf Course as part of 2023 Borough Celebration after 850 years.

The tree planting had been agreed in principle.

- 41/23 **To consider a fee quote for legal costs to extend the lease to include the additional site (plot numbers 45-80) at the Acres Allotments (note additional legal/site remediation/Knotweed costs).**
- a. HA to meet with Jackie Phillips of NBC regarding amendments to the draft agreement. To then update on the tenancy at will agreement request to NBC and to then resolve to ask the Parish Clerk to sign the letter of intent
 - b. To agree in principle that if the Borough Council clears the waste material on the council's land beyond lane 4 then Silverdale Parish Council would negotiate a new lease for the whole site (previously known as Acres Allotments Nos 1-80).
 - c. To consider appointing a consultant regarding the remediation of waste in the legal agreement to represent the parish's council's interest.
HA had spoken with Jackie Phillips. The insurance company had been asked to clarify the position on public liability insurance.
- 42/23 **To consider any grant applications (SPC Grant Programme £2,000)**
None received.
- 43/23 **GDPR (Standing Item) – INFORMATION ONLY**
Subject Access Requests/Information Security/Data Breaches – reminder.
None
- 44/23 **To consider a quote**
- a. To install a new noticeboard at the library (note: may need permission from SCC/Highways).
 - b. To consider a New Horizons initiative for the special memorial sign for the noticeboard (AS).
This matter is ongoing.
- 45/23 **To consider memorial/benches for The Parade and for Bath Road, Parksite**
This matter is ongoing. DP to obtain quotes from Broxap.
- 46/23 **To receive an update regarding traffic danger outside St Luke's Primary School Pepper St**
This matter is ongoing. HA to write to MM and AS.
- 47/23 **To approve comments for the following Planning Applications ([please click on the link to view BEFORE the meeting](#)) and to approve delegated authority to deal with any urgent ones in between meetings in consultation with the Chair.** 7.30
23/00003/OUT | Proposed pair of semi detached houses | 34 Ford Street Silverdale Newcastle Under Lyme Staffordshire ST5 6LU (newcastle-staffs.gov.uk) It was **RESOLVED** to submit the comments prepared and circulated by HA.
- 48/23 **To note and discuss the website improvements**
The website is improved. There are a few outstanding amendments.
- 49/23 **To resolve to contact NBC regarding use of the former Bowling Club Pavilion**
CS advised the meeting that NBC are obtaining a quote to get a general condition survey and details of the changes to the walls of the Pavilion, with a view to SPC taking it on.
- 50/23 **To note the Staffs Parish Council Assoc Bulletins and correspondence received – Noted**
- 51/23 **Western Communities LAP and Knutton Master Plan Consultation update – (HA/CJ)**
HA had circulated the minutes.
- 52/23 **Highways matters (Standing item) - None.**

53/23 **Community matters (Standing item)**

- a. Silverdale Bus Transport: To receive feedback from the meeting between Chair and CS with bus companies regarding provision for shift workers and persons with disabilities. To discuss the potential of a bus subsidy to enhance the existing service.
A quote had been requested for buses to start at 5am. A rough quote had been received of £9000 per annum for SPC to fund and extra journey. SPC plan to carry out a public consultation. This matter is to be progressed over the summer months.
- b. Dog Litter Bins: Update from Chair regarding new and replacement bins and whether to scan Silverdale for dog litter signage.
Signage is required all over Silverdale where signs are missing. It was **RESOLVED** for SPC will provide the funding for signage.

54/23 **Emergency Plan Risk Assessment (HA)**

This matter was rolled over.

55/23 **Acres Allotments Accounts**

Acres Allotment accounts had not yet been received. Parks Road Allotments accounts had been audited.

THE NEXT MONTHLY MEETING WILL TAKE PLACE ON

9 March 2023, at 6.30pm

To agree future dates to include,

13 April 2022, 11 May 2022, 8 June 2023, 13 July 2023, 10 August 2023

Appendix A

**Silverdale Parish Council
Payments Schedule February 2023**

DATE	REF/ Chq no	PAYEE	DESCRIPTION	NET £	VAT £	AMOUNT £
24/01/2023	197	Arbtech Consulting Ltd (payment in advance. Awaiting invoice)	Replacement cheque for ecological survey	1,486.80	0.00	1486.80
09/02/2023	198	Salary	February 2023 salary	647.42	0.00	647.42
09/02/2023	199	Office expenses	Mileage and Zoom subscription	16.94	2.40	19.34
09/02/2023	200	Thomas Addis (Redoko)	Website hosting fee	60.00	0.00	60.00
09/02/2023	201	Business enterprise support Ltd	Room hire for SPC meeting	20.00	0.00	20.00
09/02/2023	202	H Adamczuk	Printing costs	81.48	0.00	81.48
		TOTAL		2312.64	2.40	2315.04

SILVERDALE PARISH COUNCIL

9 February 2023

Neighbourhood Planning Chair's Report

Summary

There was some progress on the NP public presentation and on the Policy Mapping zoom sessions with Hannah Barter as follows:

Neighbourhood Planning Public Engagement:

We are ready to hold a public meeting and receive hard copy feedback. However we are not yet ready to complete community engagement on a large scale without a lot of tweaking on the website. We have to decide whether to go ahead without the capacity to receive feedback.

Neighbourhood Mapping

We have begun to identify content under the main policy headings:

1 Green Environment 2 Housing 3 Neighbourhood Centre and Community Facilities 4 Employment Areas 5 Design and Place 6 Heritage and Character 7 Transport and Active Travel 8 Local Green Spaces (see attachment)

Commentary

1 To receive feedback from the agree a 'dry run' consultation event as a training to trial new materials and presentation equipment.

To make plans and choose the venue for extensive consultation of residents during 2022/23 for large groups then smaller sectional meeting afterwards.

I made a presentation at Silverdale Methodist Church 21 Jan with Lee Leighton and Chris Spence in attendance. It contained many of my photos and those from the Newsletter and other images. Chris took the document to convert it to PDF. Lee Leighton managed to iron out problems with my laptop so it all worked out over about 20 minutes without interruption. In practice that would be 30 minutes including time for questions. There is a potential for live screening via Methodist Church website.

There's a hard copy of the slides available. Please read and add comments. Some refinements may be added to the Power Point; it could be the basis of a presentation by other councillors.

After the presentation, we would set up syndicate groups to cover various topics using some of the Policy Mapping titles. Residents would leave details of their comments and concerns. We need to consider how we store this information.

There's a lot of work remaining to create materials and mechanisms to assist in getting residents involved using our website. We need colleagues to help with creating drawings and plans. That is how we evidence engagement.

2 To receive an update on the commissioning of a drone video for the neighbourhood area, covering all housing, community/retail and woodlands/green spaces to help publicize the Neighbourhood Plan.

There's been no news on a sponsored video but there is a video company in Silverdale which we have details to contact. A colleague might take this up.

3 Response from AECOM draft Housing Needs Assessment for Silverdale and Staffordshire Wildlife Trust nature data collection for Silverdale.

Our collective comments were sent in early Jan. No final response yet. I re-confirmed the survey with Staffordshire Wildlife Trust.

4 To received feedback from the Policy Mapping Events with Hannah Barter and colleagues at Urban Vision Enterprises.

We had two meetings; January 19 with Dave Chetwynd and Hannah Barter and January 26 with Hannah Barter

Our Next Policy Mapping Session with Hannah Barter is due on Friday 17th February at 6:00pm.

I attach the updated policy headings.

List of Businesses Update

I identified 70 premises, and we can classify them in planning terms and put them on a map. Map is very rough and needs someone with software skills to produce a professional version.

Local Retail Centre in Silverdale Village (nicely integrated with Community/Health Facilities and Park) as well as and three separate locations for Employment Growth:

- 1 Silverdale Business Enterprise Centre Maries Way Cemetery Road,
 - 2 Stonewall Place at edge of Silverdale close to Silverdale Crossroads and Mineral Line
- Silverdale

Follow up lists

All places of religious worship churches and community centres and health services and how to classify with 'The Local Centre' applying planning jargon.

It is important for presentation to include the key residential areas and the business/employment areas on a digital map that looks professional -takes hours manually- and also with good software. The benefits about responding to planning applications better could come quickly such as potential Developments at Bath Rd and Cemetery Rd (site of former Bonfoglio's Garage) where there are issues about designation; housing, retail or housing or office use.

Next Steps Are we going ahead in March with the first public meeting without website info and software for response? I think we should go ahead but find an agency to help us set up a system where people can comment and every comment is correctly recorded as an essential part of the evidence base. We need to recognize we have only scratched the surface of public engagement.

A second meeting however should enable a deeper trawl of residents and their views. There's a referendum at the end of the process.

Persons needed to produce material to respond to on line questionnaire of survey that would be suitable for our website so that residents could respond via social media.

16 Feb Date and time for a Public Meeting

Ward Councillor report to Silverdale Parish Council

Date of report 5. 2. 2023

Councillor: Jacqueline Brown Silverdale Ward No of cases: 30 No resolved: 22 ongoing: 8

Planning & housing: Silverdale Sidings Section 106 money I received an email from Dan Dickenson Head of Legal Services at NULBC on 19.12.22 giving me an update as promised before Christmas. There was mixed news. On the positive side Staffs CC have agreed to fund joint legal action against the developers. On the other hand, I was informed that NULBC could not rule out attempting to recoup the moneys from residents. I informed A. Sutcliffe a member of the PC and former resident and also discussed this issue with fellow ward councillor R. Adcock and the Chair of the P.C. A briefing with Head of Legal, planning officers, ward councillors and P.C. and resident representatives has been requested.

I have continued to liaise with Aspire concerning several issues residents have raised and we are beginning to see progress. Adrian Foster is the officer responsible for community engagement and we have been working together recently on cases. A meeting with residents of the Dell with 'Communication' as its theme is being arranged for February date TBC. There is also the opportunity for residents to join the 'older person's consultation group'.

I had a meeting with Aspire officer Graham Nolan concerning the Bath Rd development on 16.1.23. We are working closely with the leaseholder of the one remaining shop to ensure that a retail facility is retained. Graham Nolan has agreed to take the plans back to the architect and revise them in line with this. This means there will be 12 two-bedroom houses built, instead of 13, but there will now be a retail unit and possibly a flat upstairs. Many residents on Parkside have informed me that they do not want to lose the shop as it is a long walk there and back to the One stop or Co-op, particularly in bad weather.

S.P.C have a draft housing needs assessment completed by the consultancy group AECOM. I submitted my response on 13.1.22.

Environment: Residents have reported improvements in incidents of parking on the grass verge on Cemetery Rd, outside the business operating there. This follows a report I made to NULBC re the operation of

this business and the general untidiness of the site. An officer from P. Lejman's department visited following my reporting. I chased this up on 6.12.22 to ask for a full report and news in relation to signage etc but I am still waiting for a reply.

In January there has been a noticeable increase in litter around the library and WMC. Silverdale Labour will be meeting on 8.2.23 and we have litter picking on the agenda. We will be joined by volunteers from the library and we are currently identifying 'hot spots'.

Keele Golf Course: The NULBC plan to plant 850 Lime trees on the former Keele Golf Course. Have been put on hold for now and a 'site specific' list will be produced for future tree planting once further consultation has concluded. I will keep partners informed.

In the meantime, I have written to Peter Stepien, the Landscape officer of NULBC expressing my concern about plans for tree planting at Silverdale Crossroads. Although tree planting is looked on favourably, I am concerned about the amount of time taken up by ward councillors dealing with the ownership of land where trees are planted and the responsibility for maintenance of trees when they for example, affect powerline or cause damage to neighbouring properties.

A breakthrough occurred this week with the issue of tree maintenance at the Cemetery Rd end of Mill St when Cllr. Derick Huckfield informed me that he had ordered the planting of the trees as a borough councillor in the mid 1990s in an attempt to deter travellers from using the land. This has implications going forward for the responsibility for maintenance. I spoke to Dave Adams of NULBC who is sending out the tree officer to look at the tree nearest the residents boundary.

Walley's Quarry After the 'refreshing' of the W.Q. liaison committee following the settlement I was able to attend the first meeting on the 15th Dec at 5.30pm as I was a substitute for Cllr. Steph Talbot. I found the meeting generally positive and I was able to ask several questions in relation to the movement of odours in the vicinity. However very informed residents who watched the live stream but were unable to contribute had some frustrations with answers provided e.g. use of birds of prey for the rat problem. As several residents are concerned about the possible lack of diversity on the committee, I am attending a meeting with them and Cllr. S. Moffat with Martin Hamilton on 9.1.23 to discuss all of our concerns. The meeting was informative, and Martin Hamilton followed it up with comprehensive answers to the questions raised by Dr. Mick Salt. Unfortunately, very recently odour complaints are rising again, and we will continue to monitor the situation carefully.

Streets & Highways: During the case of difficulties with parking in the Madeley/Kinsey /Ford street I emailed Staffs C.C. highways and asked about the possibility of instigating a parking permit scheme. The Chair of S.P. C suggested that we investigate organising a residents parking scheme in this area. In the meantime, a resident complained about bins left out all week in the area causing obstruction. It seems Stoke-on-Trent Unitary Authority fine people who do this as a deterrent, and I will investigate this to see if is something we could adopt. I have just taken photos of large potholes on the mini roundabout outside the barber shop at the junction of Church st/High st following reports from a resident in Heritage Park. I will report to Staffs CC and also check where this vicinity is on the resurfacing timetable.

Waste & Litter See environment section regarding Cemetery road and section on litter picking. I reported a bad case of fly tipping on 10.1.23 beside the Hollywood garage on Pepper St. I discussed with the business receptionist the need for the business to report these incidents themselves and the possibility of updating their CCTV cameras in order that evidence for fixed penalty notices could be collected. Following complaints from residents I walked the mineral line as far as Knutton. I noticed litter and some minor fly tipping was worse at the Silverdale end nearer the entrance. This will be a site for Silverdale Labour litter picking. I also photographed the bins and gateways. I found that there were plenty of dog waste bins but no general waste bins along the whole of the stretch to Knutton bridge.

Anti-social behaviour: I have had no cases in relation to ASB since Christmas. However, we continue to liaise with Police officers, including at our monthly surgeries.

General Comments

Cllr Adcock and myself, held our second 2023 at Silverdale Methodists on 4 Feb 2023. This will continue until the library is back in action on Saturdays.

I continued my duties as Governor at Silverdale Primary. I attended the full governor's meeting on 31.1.22.

New Year 2022 sees a relaunch of Silverdale Labour. We will be meeting in the WMC this month to plan our activities for the year.

I have now completed 8 months as a borough councillor. From January I will be joining the Shadow cabinet as shadow for the portfolio holder for Heritage, Leisure & Culture Cllr. Jill Waring

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

Cllr. Rupert Adcock report for Silverdale Parish Council

February 2023

Highways

Residents have been in touch about the worsening of the potholes in Silverdale. This isn't confined to our area and the very cold winter has certainly made this worse. I went on a pothole walk on Saturday and photographed and reported many. I have emailed Rob Steele from the County Council to explain our situation especially concerning maintenance of the speed humps. I shared the MyStaffs app and reporting links with the residents so they can also report themselves.

Bath Road Development - Parksite Shop

Cllr. Brown has kept me informed of her communications with Aspire and we both agree about the need to retain a retail unit on the new development on Bath Road. Residents in Parksite tell us that they value the shop and that it would be very difficult (especially for those with lower mobility) without it. There is interest in reopening the shop after a year of development work.

Silverdale Sidings

Dan Dickenson from the council communicated with Cllr. Brown and myself about the having a private meeting before involving other parties, including the MP. We have agreed and sent potential times to him for us to meet and get an update on the situation and legal proceedings. He stated this potentially then could be shared with other interested parties. We will agree on a way forward following this meeting.

Walleys Quarry – legal action reserve fund

I spoke with Cllr. Sweeney about the reserve fund for Walleys Quarry. In the upcoming budget there is 100k set aside in case of further legal action against Walleys Quarry (which we hope is not needed). This is welcome but is down from the £1 million previously set aside. However, I was reassured that the funds still exist and have not been spent elsewhere and are now classified amongst general reserves and can be called upon by a simple vote in the council should the need arise.

Cost of Living Leaflets

I still have a few cost of living leaflets produced by the Council with links to access support that I intend to distribute and welcome further suggestions of places to place them visibly around the village.

Online services – One Council

I have helped a resident this week to submit a complaint about faulty gym equipment at J2. I continue to work on ongoing cases assisting residents with Council Tax enquiries and helping residents to comment on planning applications. Often it is access to technology that is a barrier for many residents. Councillors received an update on the One Council programme in January and had the opportunity to ask questions about how to Borough Council intends to support those without access to the internet who wish to contact the council and ensure that wait times are acceptable. Councillors had concerns about this and were assured that telephone and in person services will remain and that wait times were improving.