

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 19th August 2015 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs Ms Newman (Chair), Mr Bibby, Dr Harrison, Dr Studd, Mr Borg, Cllr Mrs Naylor, Mr S Gibbons and Cllr Kearon

In Attendance: Mrs Withington (Clerk)

8 members of public

15/96 Public Open Forum

No issues raised.

15/97 Apologies

Apologies were received from Mrs S Hughes, Mr Snape and Mr Downing.

15/98 Declarations of Disclosable Pecuniary Interests

None declared.

15/99 Representatives from First Bus (Mr Peter Weston) and D&G Buses (Mr Crawford, Operations Manager and Mr Chris Almond Bus Network Manager) to discuss bus service changes in Keele

It was noted that the bus no 3 Madeley service was stopping in September. Additionally the service service no 28 was also being reduced or in some cases stopped.

Mr Almond from D&G informed the meeting that the County Council were providing a school bus to Madeley. It was noted that only some children would be eligible for this service within the parish, due to the distance from the school. There may be opportunity to purchase seat passes from the County Council. Dr Studd reminded people that there is no current safe route to school as an alternative to bus travel. Mr Weston stated that the Madeley to Keele school service had been stopped as there was just not enough use to make it commercially viable. It was suggested that a smaller bus be considered, as is being trialled in Mow Cop. There were concerns about the impact on the village parking as a result of the loss of the no 3 service. Councillor Kearon asked that D&G consider extending the 85 service to provide access to Madeley to arrive at 8.20am. The implications were discussed and it was agreed that Mr Almond will monitor the impact of the no 3 being stopped, in order to consider what other options might be available.

D&G

Parish Councillors from Silverdale asked to speak with regards to access between the two villages, especially as many residents from Silverdale work in Keele. Mr Snell stated that the only route to Keele was via the town centre, and that with the increase in numbers of children attending St Lukes and the volume of traffic along by Pepper Street/Quarry Bank due to the new development, this was a real issue. Mr Almond stated that they had taken the service over from Wardells and the again numbers didn't make it viable. He did however report that service no 73 would be running every 30 minutes between 6am and 10pm to Newcastle from Silverdale. Mr Almond agreed to review a direct route at peak times only from Silverdale to Keele, after the changes had taken place, in April 2016.

D&G

RESOLVED that the Mr Butters provides information on the peak times for arriving in Keele in the morning and departing in the afternoon. Cllr Kearon to provide the expected numbers for school children travelling to Madeley and Mr Snell to provide the same detail for Silverdale children. Information to be sent to Mr Almond.

**Mr Butters
Mr Snell
TK**

Cllr Naylor again asked all operators to be mindful of horses along Station Road. Any complaints will need the 3 digits on the back of the bus.

All were thanked for their attendance and Mr Weston was also thanked for his input over the recent years. At this point 6 members of the public left.

15/100

Minutes of the Parish Council meeting held on 8th July 2015

1. To approve

The minutes of the last meeting were signed as a true and accurate record of the meeting.

2. Matters arising not on the agenda

Knights Croft hedge/St Johns School – Mrs Newman thanked those who assisted and commented that the residents were very grateful. Mr Bibby to include on the website. Clerk to ask Aspire to raise the issue of the trees being crowned at LAP.

**GB
Clerk**

KPA/KUSU meetings – Mr Gibbons and Mr Borg to put a proposal together of what should be included on the stall for freshers week. KPA to include a link to the KPC website. Yew Tree to be passed to the Resident Support Manager for inclusion in the packs and to be made available electronically via email/Facebook.

SG JB

Highway Lane road sign – Noted that this is adopted highway to no 32. Sign is to be installed by the Borough Council.

Photos for website – All to send individual photos for the website to Graham.

ALL

Service Station Bin – Letter has been sent to the Service Station manager by the Clerk for a bin.

Lengthsman – Church yard wall (both bottom and middle section) has now been sprayed, however the top had been included and should not have been. Contractor has been made aware of the concerns.

Residents Group mailing list – It was agreed that this needed further consideration as to the options available for putting information out to the wider parish. Noted that we do have a facility to put out posts via our website, providing that people follow it. It was agreed that Mr Bibby would look at inviting people to subscribe to our website mailing list and advertise this facility in the Yew Tree.

GB

Vice Chancellor invite to future meeting – Arranged for the October meeting. Clerk to ask that the Chair and Vice Chair have a short introductory meeting before this. An agenda to be prepared at the September meeting.

**Clerk
Next
agenda**

Community Speedwatch – A meeting had been held with Silverdale (Mr Spence) attended by the Chair and Vice Chair. It was noted that they were looking for a small contribution of £100 for the first year and £50 per annum towards the upkeep of the equipment. Locations have to be approved by the Police and offenders receive a warning letter, which is then followed up by the Police camera van being sited at hotspots. It was agreed that 4 volunteers from the community were needed, 2 to be out at a time. Cllr Kearon and Mr Bibby expressed an interest and are to contact Cllr Amelia Rout. Noted that the Chair and Vice Chair will continue to work closely with Silverdale Parish Council on joint matters and report back as and when necessary.

TK GB

Meeting with Mr Ashton had been held and the Clerk was to ask if the Litter Picker could work on Three Mile Lane every other week. Student volunteers to be approached also if necessary when they return. Dr Studd was concerned about the pavement width and safety will need to be considered.

Clerk

Pepper Street Development Air Quality – Mr Benson is due to respond to this letter shortly. Issue to be discussed on the agenda.

A525 Madeley/Keele footpath – A meeting is to be held on 20th August with Mr Greatbach, County Councillors Loades and Huckfield, Keele Parish Council and Madeley Parish Council. To be updated on the next agenda.

Next agenda

Post Office – noted that the University have not yet received notification of changes and building work. The University have not received any response from McColls either.

Neighbourhood Plan Boundary – Clerk to write to the Borough Council to ask that the parish boundary is changed in line with the ward.

Clerk

15/101

Planning applications/permissions – to provide comments/request action:

1. *Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position*

Noted that there was no further news regarding a developer at this time. Residents have been contacting local mortgage lenders to make them aware of contamination report which is in the public domain.

2. *Pepper Street Planning Enforcement action*

The Borough Council are making progress with this. Noted that a Senior Planning Officer is being employed to deal solely with these cases as there is a backlog.

3. *To formally note the Hawthorns Planning Appeal outcome and any further action relating to future developments*

The successful outcome of the planning appeal was noted and again all were thanked, especially Mr and Mrs Hindmarch. The importance of the Conservation area and the loss of mature trees is crucial to note for future plans. To ensure that any future development is appropriate, the Parish Council have asked that Keele University involve them in their future plans for the site as early as possible prior to public consultation. Agreed that Ms Newman would be the point of contact. Mr Butters clarified that he was looking to meet with the Parish Council in the near future to discuss how best to engage with the community on further proposals. The University will also be meeting with the Planners to understand their interpretation of the outcome of the Appeal. It was suggested that the University does the same with the Parish Council, being as the relevant evidence originated from the Parish Council.

4. **Proposed monolith sign at A525 Keele Road/ Keele Bypass junction** Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 15/00717/ADV – There were concerns about the visibility of the sign from the bypass. **RESOLVED** that a better location to site the new sign would be near the current highways signage and not as the proposal suggests.

5. **2 x Non-illuminated fascia, 4 x Vinyl graphic, 6 x Pole mounted signs and 1 x Service menu board** Former Bank Union Square University Of Keele Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 15/00687/ADV - Some members were concerned about the setting of the listed building. **RESOLVED** that support be given to the application following a majority vote.

6. **Two storey extension and basement, to rear of David Weatherall Building to extend iPCHS research facility** School Of Medicine David Weatherall Building Keele University University Drive Ref. No: 15/00583/FUL – No comments were

raised.

7. Construction of a treatment, assessment and research facility for children with Autism with associated car parking and landscaping Land South Of Home Farm Keele University Science Park Ref. No: 15/00542/FUL – It was **RESOLVED** that the Clerk states that we strongly welcome this development design which they consider to be an iconic building.

FOR INFO ONLY

works to crown and lower branches of sessile oak T1 of TPO169 (2015) Adjacent To William Smith Building Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire Ref. No: 15/00674/TWA

Application for a non-material amendment to change the materials of the small linked wall from glazing to a timber cladding finished wall Erection of single storey extension Tawney Buildings Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BJ Ref. No: 15/00217/NMA

15/102

Reports

1. Chairman’s report including action required for crowning of trees by Knights Croft

Ms Newman thanked those who assisted with the hedge cutting.

A number of items had been covered previously on the agenda eg Vice Chancellor, Silverdale Parish Council joint working and the Post Office. Noted that the Pharmacy had opened on 18th August. While Mr Butters was present further discussion took place with regards to the use of the KUSU bus to collect workers and students from Silverdale. Noted that this cannot be a rewarding service so it would have to be free. Mr Butters to discuss with Cllr Kearon and Mr Borg.

TK JB

2. County & Borough Councillors Cllr Kearon, Cllr D Huckfield, Cllr Naylor

Cllr Kearon reported that enforcement action was being considered in relation to a caravan at Boggs Cottage. Further consideration of the demolition order has been requested at the Borough Council. Cllr Kearon also reported they had been youths seen firing air pistols on the golf course. Meetings had been held with the Deputy LPT at the police and a surveillance operation is in progress. With regards to the Driving Range at Keele it would seem that this will feed into the overall masterplanning process for the area. BT infrastructure for fibre optics is almost complete, however planning permission will need to be sought for the box in the Conservation area.

Cllr Naylor reported that she had met with the 4x4 club regarding Haying Wood and the damage caused. Foam has been put in the gate lock recently. Cllr Naylor asked that the Clerk request that the Parish Council is invited to attend any meetings regarding Haying Wood management plan (as observers) to protect the historical wood. There have been lots of reporting of flytipping to Streetscene recently. With regards to hedges, lots have been cut early this year. Clerk to ask that the University cut the hedge back in line with the wall at Station Road. Clerk to report the overgrown hedge on the footpath on Pepper Street to the bypass to Highways. Clerk to report the hedge at 1 Keele Farmhouse to Highways as it is overgrown. Noted that the roundabout by the main entrance is an ongoing issue.

Clerk

**Clerk
Clerk**

Clerk

- 3. Staffordshire Parish Councils Association** - nothing to consider.
- 4. Borough Standards Committee Cllr Naylor** – nothing to consider.
- 5. Betley Keele and Madeley Locality Action Partnership** – nothing to consider since the last meeting.

Amenities

1. *Rural Runabout update* - a report was tabled at the meeting as attached at Appendix A.
2. *Village Hall Management Committee* – Nothing to report.
3. *Hawthorns application for listed building* – Dr Studd is compiling a report regarding the Hawthorns.
4. *To consider projects through the Lengthsman Scheme (£1074)* – Clerk to report to the Highways that the signs at the end of Pepper Street are covered with foliage. There were no other projects at this stage.

15/103

Grants- *To consider applications for Community Chest (current balance is £1280)*
 There were no applications received. It was discussed and agreed that a Community Chest application for the restoration of the parish clock should be submitted to the Borough Council for £800. Clerk to complete this.

Clerk

15/104

Other matters for consideration:

1. *Development of a Neighbourhood Plan*

Consideration was given to the development of a joint Keele and Silverdale Neighbourhood Plan. Noted that there would need to be public opinion and involvement. It was not clear how this would feed into the masterplanning exercise for the Golf Course. A vote was taken and it was **RESOLVED** to set up a steering group. It was also **RESOLVED** that a public consultation exercise should be held to gauge public opinion on whether or not to join up with Silverdale, prior to designation of an area. It was suggested that Madeley should be considered also. **RESOLVED** that a public meeting will be held at Hawthorns (if possible) to discuss the future of Keele. At this time opinion will be sought for the Golf Course and also the Neighbourhood plan. Mr Bibby to arrange for October and to create posters and leaflets.

GB

2. *Request for overgrown hedges to be cut – Cllr Naylor*
 This item had been covered earlier.

3. *To consider the gating order for Lymes Road – Cllr Naylor*

Noted that it was not feasible to have a gate at the Keele end. Cllr Naylor suggested that we ask Whitmore Parish Council and Keele University to consider a gate for their end. It was agreed that this needed to be discussed on a future agenda. Clerk to ask Ms Snell at the Borough what other solutions are available for the next meeting.

Clerk
Next
agenda

4. *To consider a quote to treat the affected areas of the Knights of the Templar artwork - Cllr Naylor*

Noted that this item was reported incorrectly and related to the signage in the Diamond Jubilee Orchard at the cemetery. It was **RESOLVED** that the Section 136 funding be used to fund this at a cost of £150. Cllr Naylor to instruct the work.

5. *To consider a quote to restore the Parish Clock*

Clerk to ask if it is acceptable to use the Section 136 funding for this.

Clerk

6. *To note the outcome of the joint meeting with Silverdale Parish Council*

This had already been covered earlier on the agenda.

15/105

Correspondence

To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda

- *Letter regarding Keele Post Office*

The Clerk read out the contents, which related to a correction to the earlier letter regarding the agent appointed. It was agreed to monitor the fixed opening hours,

as it was considered that this is not currently the case.
 - *Adoption of the Newcastle and Stoke on Trent Statement of Community Involvement*
 This was noted.

To provide a response to the following:
 a. *Staffordshire County Council mobile library service (click here to view www.staffordshire.gov.uk/mobilelibraries) Deadline is 2nd September 2015*
 No further comments.

b. *Draft local list of validation requirements NBC (Deadline 4th Sept)*
 Mr Borg provided a statement regarding sustainable housing which the Parish Council supported. Mr Borg to send the comments to the Clerk along with any others by the deadline.

**JB
ALL**

c. *Draft Licensing Policy consultation NBC (Deadline 25th Sept)*
 All to send comments to the Clerk before the deadline.

ALL

15/106

Financial Statement

1. To approve payments/orders, receipts and transfers
RESOLVED that this be approved for payment as per the attached schedule 1.
2. To note the completion of the External Audit of the Annual Return for 2014/15
RESOLVED that the completion of the Audit be noted.

1. Any Other Business for future agendas
 Nothing else was added.

Meeting was closed at 9.20pm

Schedule 1 - Approved Payments/orders 13th August 2015

BACS & Cheque No.	Expenditure	Details	TOTAL
bacs 21	C Withington July Salary	Aug Salary	229.09
bacs 22	C Withington July Expenses	Aug expenses	15.00
bacs 23	HMRC	Tax and NI Aug	57.40
754	Mr Czwartynski	Aug Litter	125.60
bacs 24	Grant Thornton	Audit fee 14/15	120.00
bacs 25	Mr S Hough	Lengthsman (spraying)	335.00
bacs 26	Keele Trees	Grounds maintenance	130.00
		TOTAL	1,012.09

Income

War Memorials Trust – Grant towards repair £700.00

Transfer required of £300 from deposit to current account **(approved)**

Appendix 1 - Report of the meeting of Newcastle under Lyme Rural Parishes Transport Scheme Steering Group held on 19th August 2015. [Rural Runabout]

Representatives of Madeley, Betley, Whitmore, Chapel Chorlton and Keele attended, also the mechanical advisor and the operations manager.

1] The usage has reduced considerably after one of the regular long-distance groups became ineligible to be part of the scheme because there were no passengers from any of the participant villages. As a result the vehicle safety check at the Test Centre will be less frequent.

2] The Rural Runabout is a not for profit organisation; currently there is £13 in the current account and £5.07 in petty cash. There are three unpaid invoices dating from April to July from a group in Madeley.

3] It was agreed to remain with AON Insurance.

4] Two new drivers are to be registered. Now that there is no paper Drivers Licence it was agreed that new drivers have to produce a copy of their DVLA driver record (cost £5 on line) initially and sign a declaration that they will report any subsequent driving convictions or relative change in health or medication.

5] There will be no change in the mileage costs to users.

6] Bookings and enquiries as before: Ian Ashbolt, 01270 820476 or ian_ashbolt @btinternet.com

Initial enquires about suitability to use the Rural Runabout can also be made to me.

Angela Studd