

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 11th March 2015 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs: Ms V Newman (Chair), Dr C Harrison, Mrs S Hughes, Mrs A Abercrombie, Cllr Naylor, Cllr Kearon,(part) Mr G Bibby, Dr R Studd, Mrs A Studd and Mr D Hindmarch Mrs J Simpson (Acting Clerk)

Guests: 4 member of public were present, Ms N Snell, Newcastle Borough Council

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| 15/25 | <p>Public Open Forum No members of the public wished to speak.</p> |
| 15/26 | <p>Natalie Snell, Senior Partnerships Officer, Newcastle Borough Council- Proposed Lymes Road Gating Order.</p> <p>Ms Snell stated that she was present to hold a conversation with the Parish Council in relation to concerns of Anti- Social Behaviour (ASB) in the Lymes Road area. This comprised vehicles, litter, flytipping and gathering of people. Essential that residents are informed and involved in all aspects. She may request help with delivering leaflets and or door knocking in the future from the Parish Council. She explained that a gating order may be appropriate providing there is evidence of need and that such an order would make a positive difference.</p> <p>Ms Snell is working in partnership with various agencies to establish what type of gate would be needed including resident access; location of any gate; cost of the gate and order; potential funding streams .She was also keen to work with the University as any gating order would benefit the staff and students as part of the local community.</p> <p>Mrs Newman handed Ms Snell photographs of fly tipping and littering in the area.</p> <p>Ms Snell was asked if any action had been taken to locate the perpetrators of the fly tipping. Unfortunately no evidence had been forthcoming. Ms Snell asked whether Keele Parish Council wished her to proceed with the process and confirmed that she would return in 3 months with an update of the situation.</p> <p>RESOLVED to support Natalie Snell in the process of obtaining a gating order for the Lymes Road area.</p> |
| 15/27 | <p>Apologies received through Clerk Apologies received from Mr J Downing, Mrs Clare Withington</p> |
| 15/28 | <p>Declarations of Disclosable Pecuniary Interests None</p> |
| 15/29 | <p>Minutes of the Parish Council meeting held on 18th February 2015</p> <p>1. To approve: The minutes were signed as a true and accurate record.</p> <p>2. Matters arising not on the agenda Overhanging holly hedge on Keele Drive. Agreed to remove this item from the agenda.</p> <p>Ms Newman has taken photographs of the banners. Will pass on to the Clerk on her return from annual leave as it is now a breach of conservation area and enforcement is now needed.</p> <p>Mrs Moulton had been contacted regarding the enforcement issue. She</p> |
| | <p>NS</p> <p>Clerk</p> <p>VN Clerk</p> <p>WN</p> |

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| | stated she was not aware of the problem. Cllr Naylon to obtain exact date of arrival and pass on to the Clerk. | Clerk |
| | CPI fingerposts- Issue still ongoing | WN |
| | Polycarbonate glazing at the bus shelter by Old Chapel Close is Parish owned. Costs obtained-see item 15/32.4 for resolution. | |
| | Sports Council cabinet report information-remove from agenda. | |
| | Lymes Road gating order-remove from agenda. | |
| | Consideration of the Villa and Hawthorns to be listed buildings-to be put on the next agenda | |
| | Planning Peer review action plan-see Chairmans report 15/31.1 | |
| | Keele masterplan – Next agenda. | Next Agenda |
| | Three Mile Lane parking -Cllr Kearon had spoken with the Police and Crime Commissioner. There is the intention to increase powers but the timescale is not yet known. No action can be taken against vehicles parked on the grass verge opposite the old entrance to Keele University. | VN RS CH |
| | Three Mile Lane Litter – Next agenda. Street Scene not in attendance at LAP | Next agenda |
| | Drains – Pepper Street is blocked and needs to be reported on SCC Highways web site. | Clerk |
| | <p>Community Speedwatch- Cllr Kearon had circulated a Speedwatch Leaflet and 7 residents were interested in the scheme. There were also 2 trained volunteers in a neighbouring Parish who were willing to offer support. Mrs Abercrombie also reported that it was discussed at the LAP meeting and the scheme had been very successful in reducing speed in Betley Parish. It was also noted that Madeley Parish had obtained funding from Cllr Loades to fund the equipment and gun in that parish. It was suggested that it would be more appropriate and in the spirit of partnership working to share equipment. Mrs Abercrombie will pass on the Betley speedwatch contact to Cllr Kearon. The following points also needed to be addressed:</p> <ul style="list-style-type: none">• Cost- £1500 was suggested but not confirmed.• How was success actually measured?• Funding sources- Community Chest or perhaps JOG. <p>Agreed that Cllr Kearon acquire the above information and report back to the next meeting.</p> | Next agenda |
| 15/30 | Planning applications – to provide comments on the following: | |
| | 1. Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position | |
| | <p>A speedy albeit lengthy reply had been received and circulated from Mr G Benson from NBC following a letter drafted by Dr Harrison and sent from the Clerk after the last meeting. The reply noted that there would be no report back to the Planning Committee as they had not requested one. Cllr Kearon would ask Mr Benson directly as to whether the Planning Committee had or had not asked for a progress report on this Planning matter. The section 106 agreement, when finalised, would be available on NBC web site and the Parish Council would have the opportunity to comment on it. All members were asked to be vigilant and check the web site. Outline Planning Permission</p> | All |

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| | would not be granted until the underground fire had been extinguished. The letter did not confirm whether Keele homes would be responsible for that action. |
| | RESOLVED -that Dr Harrison would prepare a brief draft letter to send to the Clerk to Mr Benson thanking him for his speedy reply and recommending that the monitoring of air quality should be included as part of the remediation of the proposed development area. |
| | CH Clerk |
| | 2. 15/00158/FUL Land Opposite 1, West View, Leycett Lane, Leycett.- Agricultural building for the storage of fodder and machinery. |
| | Delegated authority was given to the Clerk to forward any concerns raised by the Parish Council, after the meeting. All to send to the Parish Clerk as soon as possible following this meeting as the closing date is 21 st March. |
| | ALL Clerk |
| | 3. Staffordshire County Council consultation in connection with submission of details N.02/17/258 MW D6; Keele Quarry, Madeley Heath, Keele, Newcastle under Lyme Submission of details in compliance with Conditions 54 and 55 of planning permission N.02/17/258 MW relating to restoration scheme (condition 54) and aftercare scheme (condition 55) |
| | No comments were made as the application sits outside Keele Parish. |
| | 4. 15/00062/FUL 9 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH Proposed dormer extension to the front elevation |
| | Comments submitted through Delegated Authority by Clerk on 03.03.15 were formally ratified. |
| 15/31 | Reports |
| | 1. Chairman's report Ms Newman |
| | Ms Newman proposed that a payment of £100 should be given to David Bailey in lieu of the arboricultural expertise and services he had supplied for the Hawthorns Appeal. RESOLVED: that Mr Bailey receive the sum of £100. |
| | Clerk |
| | Ms Newman had also received an invitation to attend a meeting with Baldwins Gate in Whitmore Village Hall on 19 th March at 7:30pm to discuss how villages could work together to prevent "swamping" of houses. It was agreed that Ms Newman, Cllr Naylon and Mr Hindmarch attend the meeting. |
| | VN, WN, DH |
| | There had been a request from SCC for a view on whether white, or black with reflective bollards should be installed in 3 Mile Lane. The view was black with reflectors. |
| | VN |
| | Ms Newman had received information from the Planning Inspector of a recent High Court case The Inspector has recently become aware of a High Court decision relating to Planning Obligation Monitoring/Administration Fees. The case is <i>Oxfordshire County Council v Cala Management Ltd and others</i> ([2015] EWHC 186 (Admin)). Mr G Benson will forward a copy of the case when it is available. |
| | VN |
| | Graham Whieldon had forwarded a copy of the proposed planting scheme at Keele Roundabout for comments. Jane Barker has already responded. It was agreed at the meeting that the planting needed to be lower so as not to obstruct views. Ms Newman to forward comments. |
| | VN |
| | Ms Newman would like to purchase a piece of hardboard in order to facilitate the posting of notices in Quarry Bank noticeboard especially in windy |

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conditions. **RESOLVED:** that Mrs Newman purchase hardboard for the noticeboard. **VN**

Ms Newman updated the meeting on the planning peer review. An action plan for improvement was considered by cabinet on 12 November 2014. Anyone requiring an update of the plan needed to do so through the Clerk. It was anticipated that land for 5-year housing supply would be available by April/May 2015.

RESOLVED: that the Clerk send a letter proposing that phase 3 of the Business Science Park be considered for housing as per the original intention. **Clerk**

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

Cllr Naylor stated that she had been in touch with Staffordshire County Council as regards flooding under the bridge. Cause could possibly be a Spring. Investigations under way.

Cllr Naylor again emphasised the need for a joined up approach as regards the Keele to Madeley Heath footpath especially as it is a route to Madeley High School.

Cllr Kearon stated that he had had further discussions with the University as regards a replacement Dentist. He had been informed that genuine attempts had been made to employ a dentist and that it was not part of a cost cutting exercise.

Negotiations were quite advanced as regards the old Lloyds Bank on the University campus been used as a Pharmacy and that students would be part staffing this facility on a placement basis. (See later agenda item)

3. Staffordshire Parish Councils Association

Nothing to report.

4. Borough Standards Committee Cllr Naylor

Nothing to report.

5. Betley Keele and Madeley Locality Action Partnership Mrs Abercrombie

Mrs Abercrombie attended the meeting of the LAP on 9th March. She had formally resigned as Vice Chairman and had been thanked by the LAP for her contribution. It was the first meeting she had attended where there was no Street Scene present. The LAP was to promote a "Shop Local Week" in the summer and she had advised them to avoid the student Summer vacation period.

15/32

Amenities

1. Rural Runabout update (no update available as no meeting held)

2. Village Hall Management Committee Mrs Hughes

Ian Atherton had been co opted as secretary. It had been established that no conservation consent was needed to alter the signage on the village hall providing it was less than 1.2sqm. Expenditure was higher due to more repairs been carried out. New tables had been delivered. A booking summary was presented.

3. To consider a bid for the Community Path Initiative.

Attendees were asked to forward any issues with public footpaths eg stiles or requests for improvements to Cllr Naylor prior to the next meeting. Mrs Newman to locate a Keele footpath map with a view to Cllr Naylor and Mr Hindmarsh preparing a bid for a leaflet illustrating local footpaths.

**VN
WN,DH**

4. To consider the cost of reglazing the bus shelter (Parish owned) by Old

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| | <p>Chapel Close and allocation of budget. RESOLVED to approve the quotation of £450+VAT and that section 136 money be used.</p> | Clerk |
| 15/33 | <p>Grants 1. <i>To consider applications for Community Chest funding (current balance is £0)</i> This was noted. 2. <i>To consider applications for the Grants Programme (balance is £300 – note unspent balance to be awarded to Village Hall) Application from Keele Village Hall for a fridge, £200</i> RESOLVED to approve £200 for the fridge and a donation of £100 from the unspent balance.</p> | Clerk |
| 15/34 | <p>Other matters for consideration: 1. <i>To consider a proposal for community speedwatch</i> This was discussed earlier on the agenda. 2. <i>Proposed Keele Pharmacy</i> There was a lack of clarity as regards whether people accessing a Doctors surgery with its own Pharmacy attached as in Madeley, whether patients could make use of that facility if there was a pharmacy within 1 mile of their home. Mrs Abercrombie to talk to the Practice manager in Madeley and report back to the next meeting. 3. <i>Localism Act 2011-Assets of Community value, Right to Bid</i> It was agreed that the local public house was viewed as an asset of community value. Dr Harrison to investigate what actions need to be taken to apply for the status. 4. <i>Highway Lane Sign.</i> A discussion took place as regards land ownership and access on the issue. It was agreed that the sign needed to be relocated. However, Mrs Abercrombie to first check the deeds. 5. <i>To agree dates of future meetings.</i> Decision postponed until after the May elections. 6. <i>To approve the donation towards Keele St Johns Churchyard maintenance of £950</i> RESOLVED to approve the donation of £950.</p> | AA CH AA May agenda Clerk |
| 15/35 | <p>Clerk's Reports Correspondence 1. To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda :<ul style="list-style-type: none">• Communities Day June 5th 2015 – Newcastle Borough Council (Deadline for applications 30th April 2015) – This was carried forward• Staffordshire Learning Infrastructure Forecast (as previously circulated)-no comments were made-carry forward.• PCC Crime Commissioner People Power Fund, deadline 14th April 2015-carried forward.• General Election debate hosted at Keele University Friday 20th March 5:00-7:30pm-the information was noted.Financial Statement 2. To approve payments/orders, receipts and transfers, and budget position statement</p> | Next agenda Next agenda Next agenda Next agenda |

RESOLVED that the payments as at Appendix 1 be approved with the additional information:

- £300 fridge and donation from underspend of Community Grant programme Village Hall Management Committee
- £30 room hire February 2015 Village Hall Management Committee
- £25 room hire March 2015 Village Hall Management Committee

The budget position statement was noted.

RESOLVED that Mrs Heelis be appointed as the internal auditor for year ending 2014/15

15/36

Any Other Business for future agendas

1. Dates of future meetings (avoiding NBC Cabinet)
2. Removal of BT telephone box in Quarry Bank
3. Consideration of putting forward the Villa and Hawthorns to be listed buildings.
4. Three Mile Lane Litter
5. Community Speedwatch
6. Communities Day June 5th 2015 – Newcastle Borough Council (Deadline for applications 30th April 2015)
7. Staffordshire Learning Infrastructure Forecast
8. PCC Crime Commissioner People Power Fund, deadline 14th April 2015

Meeting closed at 9.10pm

Dates and venues of future meetings (2nd Weds of every month):

8th April – Keele Village Hall (incs Annual Parish Meeting)

**13th May – Keele Village Hall (incs Annual Statutory Council Meeting)

** Note Parish Council Elections so may be subject to change

Appendix 1 – Financial Statement

Payment Schedule as at 11.03.15

| | Expenditure | BACS & Cheque No. | TOTAL |
|--------|--|-------------------|-----------------|
| 11-Mar | C Withington March Salary (Total 266.44) | bacs 19 | 244.29 |
| 11-Mar | C Withington March Expenses | bacs 19a | 22.15 |
| 11-Mar | H M Revenue and Customs March Tax and NI | bacs 19b | 42.20 |
| 11-Mar | Mr Czwartynski Litter Feb15 | 742 | 125.60 |
| 11-Mar | KEELE PAROCHIAL CHURCH COUNCIL - Church yard contribution | 745 | 950.00 |
| 11-Mar | Keele Village Hall Management Committee - Room Hire Feb and March | 743 | 55.00 |
| 11-Mar | Keele Village Hall Management Committee - Donation (outstanding balance of Grant programme i.e.£300 includes fridge app) | 744 | 300.00 |
| 11-Mar | Mr Bailey - Services for Hawthorn appeal | bacs 20 | 100.00 |
| | | total | 1,839.24 |

Transfer required of £1850 from deposit to current account (**approved 11.03.15**)

Receipts: NIL