

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 19th January 2017 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs Mr G Bibby (Chair), Ms V Newman, Dr C Harrison, Mrs S Hughes, Mr J Downing, Mr T Snape, Mr S Gibbon, Mr J Borg, Dr R Studd
In Attendance: Mrs C Withington Clerk

2 members of public

16/154 Public Open Forum

The 2 members of public raised the issue of the new way marker on the corner of Highway Lane. It was considered to be unsightly with the barrier, and not suitable or appropriate in the location. It was also considered to be a distraction to car drivers, who are looking at the sign to see if they can get to Madeley. Regardless of the addition which states no through road, cars are now driving down the road and sometimes as speed when they realise they have taken a wrong turn. This almost caused a safety issue for a pedestrian who was nearly knocked over by a car. The members of public requested that the sign is removed.

16/154 The way-marker at the top of Highway Lane – Mr G Bibby

a In view of the public raising their concerns, it was **RESOLVED** to bring this item forward. It was noted that there were a number of options available. These were discussed and whether or not this would fully address the issue. It was **RESOLVED** that in the first instance the Clerk would contact the Rights of Way officer to confirm if we could remove the way marker – which was installed following the Parish Council’s grant application. In the event that this is not acceptable, then the letters labelling it a BOAT would be obscured, with the no through road arm removed and the addition of a proper footpath sign added to the existing arm eg man walking.

Clerk

16/155 Apologies – Cllr Kearon and Cllr Naylor

16/156 Declarations of Disclosable Pecuniary Interests

None declared.

16/157 Minutes of the Parish Council meeting held on 21st December 2016

1. To approve

These were approved and signed at the meeting as a true and accurate record.

2. Matters arising not on the agenda

It was agreed that “Light pollution on the playing fields” would be raised at the next University meeting and on the next agenda. Three Mile Lane litter project on the next agenda when Cllr Naylor can be present. It was noted that a Community Chest application for £800 has been submitted for the Village Hall to fund a condition survey and a new sign from the Keele Parish Council.

GB
Next
agenda

It was agreed that the Clerk would enquire what the next steps are for the enforcement of the removal of the caravan at Boggs Cottage. A Yew Tree edition will be produced and edited by Ms Newman and Dr Harrison to notify the parishioners regarding the budget. The usage report for the Rural Runabout will be brought to the next meeting. The Clerk to request that Bus No 25 is relocated further down Keele Road on the straight section, facing the village, while it is waiting.

Clerk
VN CH

VN
Clerk

16/158 To consider a Draft budget for 2017/18, to note the potential loss of the S136 funding (subject to Full Council) from the Borough Council and to reconsider the impact on precept setting – See Appendix A

The budget was discussed along with the proposed reduction in funding from the Borough Council for concurrent functions – proposed to reduce 25% each year for 4 years. A vote was taken and it was **RESOLVED** to opt for a proposed increase in the precept to £31.42 (annual cost for Band D council tax property). This would result in a 14p per week increase. It was agreed that a leaflet would be produced and delivered to all households explaining that it was to rebuild depleted reserves during Hawthorns appeal and to maintain levels of services for the lost funding from the Lengthsman scheme (£1.4k) and the reduced Section 136 funding. ~~Dr Studd voted against this proposal.~~ **Dr Studd asked for his name to be recorded as voting against this proposal.**

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It was **RESOLVED** to finally approve the precept at the next meeting. The Clerk is to ask the SPCA's opinion on the Parish Council funding the Lengthsman projects.

Clerk

16/159 Planning applications – to provide comments on the following:

- Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position regarding development, security of the site and enforcement

The Clerk updated to say she had received a phone call from Mr Sellgren at the Borough Council to ask for the Parish Council's endorsement of a safety campaign in schools etc to promote the dangers of accessing the site of the underground fire. This was considered the best that could be achieved given that the fencing was unlikely to occur and the landowners was not traceable. It was discussed that other options may be available to trace the landowner and the involvement of the Environment Agency – this will be raised at the partners meeting. More signs will also be requested. It was **RESOLVED** to support the request and to ensure that representatives of the Parish council attend future meetings and the Borough Councillors.

Clerk

It was also noted that the public enquiry was expected to start on 13th February and would be open to the public.

- [The demolition of 366 student bed-spaces, and other demolition works; the erection of seven new halls of residence, comprising four cluster flat blocks and three townhouse blocks, to provide 617 new student bed-spaces, three wardens' flats and two laundries; the erection of a single-storey social hub; the erection of a new energy centre; the erection of ancillary buildings including bike stores and bin stores; the reconfiguration of parking, servicing and accesses; plus hard and soft landscaping, engineering works and associated infrastructure at Barnes Hall. Keele University Ref 16/01014/FUL](#)

Mr Downing and Ms Newman were thanked for their comments which were circulated before the meeting. It was **RESOLVED** to submit the following comments along with Mr Downing's schedule:

Keele Parish Council (KPC) notes that Keele University has submitted 3 individual planning applications (one for each Hall of Residence) for the re-development of student accommodation, with each of these applications referring to the re-configuration of parking. KPC wishes to see a strategic parking plan included in the application, that identifies how the current number of parking spaces are going to be maintained during the development. KPC is concerned that if the number of parking spaces provided by Keele University for staff and students is reduced, this will impact on surrounding roads in the Parish. As we have already seen irresponsible parking that endangers other motorists and pedestrians, we would not wish this situation to be exacerbated.

In relation to Horwood Hall, there were concerns raised at the public consultation regarding the close proximity of the student accommodations with the staff flats, and the overlooking nature of the accommodation. Although these comments have been taken on board and the layout tweaked, there is still an issue in relation to the service entrance/disabled entrance at the rear of the halls. KPC would like the main front entrance to be made into a non step pathway (disabled access/service access) to reduce the need for an additional rear access or reduce the use. This would therefore lessen the encroachment on the staff flats (which are located just behind the service road).

16/160 The Parish Council's Green Belt Policy – Mr G Bibby

Discussion took place regarding the conflict with the current policy and the ethos of the Neighbourhood Plan. It was **RESOLVED** that the Neighbourhood Plan forum raise a draft form of words, which looks to include infill development and extend the existing village envelope. This will be discussed at the next meeting and the potential sites will be brought for information only, to put the policy in context. Mr Bibby encouraged the

Next agenda GB

Parish Council members to attend the Neighbourhood Plan meetings to get the full detail – of which they are honorary members.

16/161 Grants

- 1. To consider applications for Community Chest (current balance is £1145.55 pending £800 KVH)
 - Keele Village Hall application update
 As discussed earlier on the agenda.

16/162 Reports

- 1. Chairman’s report – Mr G Bibby – Nothing to report.
- 2. County & Borough Councillors Cllr D Huckfield, Cllr Naylor, Cllr Kearon – The Borough Councillor reports had been circulated before the meeting and were noted. Mr Borg queried the future of the Golf Course. Cllr Naylor was thanked for taking on the role of forwarding the calls for fly tipping. Dr Harrison to include the info on the website. **CH**
- 3. Borough Standards Committee – Dr R Studd – Nothing to report.
- 4. Betley Keele and Madeley Locality Action Partnership – Cllr W Naylor – Nothing to report.
- 5. Rural Runabout update – Ms Newman – Nothing to report.
- 6. Village Hall Management Committee update - Mrs S Hughes
 Quotes have been obtained to cut back the hedge. Mr Besly is establishing ownership of the neighbouring property. The tables are to have a new sign put on them and the legs greased following an incident. There is an expected increase in the lettings in January (24). A quiz night will be held on 14th February. The next meeting is on 20th March at 6.30pm. The AGM is to be arranged and the hall will be used for Polling on 4th May. Dr Harrison to update the website with any events, as and when Mrs Hughes informs him. **SH CH**

16/163 Amenities

- 1. To consider schemes for the Lengthsman (£243) and to note the 3 month notice on the termination of the Lengthsman agreement (SCC)
 The end of the Lengthsman scheme was noted. It was hoped that the Parish Council could continue with the same type of work to keep the village tidy.
- 2. To consider a quote for siding of Quarry Bank Rd to A525 **Clerk**
RESOLVED to approve the quote for the above.

16/164 Other matters for consideration:

1. *An update on the residents parking scheme in the Village – Mr G Bibby*
 Mr Bibby was pleased to inform the Parish Council that Mr Butters had confirmed that the University had confirmed that it would fund the costs of the scheme up to £5k and the ongoing annual costs of the permits (currently £48 per property). Clerk to ask for a letter from Mr Butters and to then pursue the scheme with the County council. **Clerk**

2. *Email from Cllr White – Staffordshire County Council regarding Parish Council contributions towards debt benefit and consumer advice*
 It was agreed that the Parish Council did not have the resources necessary to support this type of service or the statutory duty.

3. *Parish Councillor resignation in May 2017 – Mr T Snape*
 Mr Snape informed the Parish council that he would be moving back home around May time following the completion of his degree. Mr Gibbons also reported that he was unclear if he would be able to continue as a Parish councillor. The process to advertise the vacancies will be started as soon as the resignations are received. It was agreed that if there are no student parish councillors, then we will revert to inviting the Students Union to future meetings to maintain the links. **TS
SG**

- 4. Litter bins on Three Mile Lane – Cllr W Naylor – to be discussed on the next agenda. **Next agenda**
- 5. To consider the web usage report – Dr C Harrison – see appendix B
 Dr Harrison was thanked for his informative report.

6. To consider installing Parish boundary signs – Mr G Bibby
Mr Bibby proposed that Neighbourhood Plan boundary signs should be installed and this was agreed.

16/165 Correspondence

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

A letter had been received regarding the Best Kept Village competition which was noted.

16/166 Financial Statement

- 1. To approve payments/orders, receipts and transfers – Appendix C

RESOLVED to pay the payments in the attached list.

16/167 Any Other Business for future agendas

- To approve the Precept increase for 2017/18
- Parish Council’s Green Belt Policy
- Overgrown hedge by post box/notice board
- “No access sign” by Quarry Bank leaning
- Smart Energy (SEND) – Mr S Gibbon
- Floodlights Playing Fields – Ms V Newman
- Boundary commission process – Mr J Borg
- Chairs position beyond May 2017

Meeting closed at 8.50pm

Approved Payment Schedule – January 2017

BACS & Cheque No.	Expenditure	Details	TOTAL
100761	Steve Hough	Lengthsman - The Village and Station	480.00
100762	C Withington	Jan Salary	231.55
100762	C Withington	Jan Expenses inc mileage	15.00
bacs 60	HMRC	Tax and NI Jan	57.80
100763	Steve Hough	Siding Quarry bank Road	240.00
100764	Mr Czwartynski	Litter - Jan 17	132.00
bacs 61	Staffordshire County Council	Legal fees Village	223.20
100765	Sam Summerfield	NP Expenses printing	31.25
		Monthly Total	1,410.80

Appendix A – Draft Budget 2017/18

	Expected Spend 16/17	Appd Budget 16/17	Draft Budget 17/18
EXPENDITURE			
Clerk's Payment (and office expenses)	3,629	3800	4100
Litter payment	1,452	1716	1800
Grounds Maintenance	270	270	300
General/Admin Expenses	-		
Cllr Expenses/Room hire/Subs/Printing	540	540	540
Miscellaneous	50	50	50
Audit	150	150	150
Insurance	645	610	610
Remb. Sunday wreaths	113	20	20
Subscriptions	-		
SPCA	268	272	272
SLCC	40	40	40
CPRE	15	15	15
Community Council	25	27	27
Village Lengthsman Scheme (£1409 grant)	1,409	0	-
Church Yard contribution	1,900	950	950
Village Hall Contribution (Mainten)	500	500	500
Misc Contg	100	100	100
Neighbourhood Plan?	-		
Yew Tree Annual Maintenance	400	400	400
Seats, shelters and Notice Boards	400	400	400
Special Projects (Consultancy for planning, highways jobs)	500	500	500
War Memorial	-	100	100
Other (S136)	306		-
CPI Footpath grant	-	0	-
Expenses	-		
Chairman	200	206	210
Rural Runabout	-	0	
S137 (Church clock and Jubilee Orchard)	215	215	215
VAT (recoverable)	94	0	0
	13,220	10,881	11,299

INCOME (- Credit)	16/17 (was 2% increase from 15/16)	17/18 Option A - Precept increase 32% to cover budget	17/18 Option B - Precept increase 10%	17/18 Option C - Precept Increase 2%
Precept amount	7,902	10,620	8,850	8,205
Sect 136 funding NBC	2,000	-	-	-
Council tax grant support	214	214	214	214
Keele University Litter Contribution	450	450	450	450
Village Lengthsman Scheme (£1409)	1,409	-	-	-
Bank Account Interest	15	15	15	15
VAT Refund	94			
TOTAL INCOME	12,084	11,298.92	9,529.24	8,884.00
Shortfall in income		-	1,769.68	2,414.92
Band D Precept Per property per annum (Tax base was 332 16/17 now 338)	£23.80	£31.42	£26.18	£24.28
% Increase from 16/17 (was £23.24 15/16)		32%	10%	2%
Total paid per week (Band D)	£0.46	£0.60	£0.50	£0.47