

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Wednesday 15<sup>th</sup> March 2017 at 7.00pm at Keele Village Hall, Keele**

Attendees: Parish Cllrs Mr G Bibby (Chair), Cllr W Naylor, Dr C Harrison, Mrs S Hughes, Mr J Borg, Dr R Studd

In Attendance: Mrs C Withington Clerk

There were 2 members of public

**16/183 Public Open Forum**

The two members of public wished to discuss the intended action for the way marker and also with regards to the Neighbourhood Plan consultation questionnaire findings. It was **RESOLVED** to bring forward the item on the way marker at Highway Lane to discuss it now.

It was **RESOLVED** to accept the quote from Mr Hough to remove the way marker and barrier. One person objected. It was also agreed to return it to Cllr Naylor.

Clerk

With regards to the Neighbourhood Plan findings, the resident thanked the Parish Council and Neighbourhood Plan forum for their efforts. However, the resident suggested that the options should have been randomised and some of the questions were leading. He also noted that many would not be aware of the allocation including 180 pre-approved houses. Mr Bibby encouraged everyone to engage with the Neighbourhood Plan forum. The two members of public left.

**16/184 Apologies - Cllr Kearon**, Ms V Newman, Mr T Snape, Cllr T Kearon, Mr J Downing  
Mr Snape's intended resignation was noted. Discussion took place regarding the process that would be required. The Clerk was asked to clarify some points and also the cost of a by-election.

**16/185 Declarations of Disclosable Pecuniary Interests**

**16/186 Minutes of the Parish Council meeting held on 15<sup>th</sup> February 2017**

-To approve:

The minutes of the meeting were amended to include that the precept was set using the chair's casting vote against item 16/172. It was agreed to amend to include "**RESOLVED that the chair's casting vote decided the increase due to a hung vote**". The minutes were signed as a true and accurate record.

-Matters arising not on the agenda:

Item 16/173 - Cllr Naylor was thanked for her clarification.

It was noted that the Hawthorns shop is expected to close at Xmas 2017.

There was no date yet set for the next Keele Estates meeting.

Cllr Naylor is to send the details of the land owners in the parish with the hedges to the Clerk, so that a generic letter can be issued.

**16/187 Amenities**

Relocation/removal of footpath way marker on Highway Lane and to approve a quote – Mr G Bibby

This item had been agreed earlier on the agenda.

**16/188 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 (following meeting on 13<sup>th</sup> February)

To date there had been no safety campaign materials provided following from the meeting held on 13<sup>th</sup> February. Cllr Naylor will discuss this with Mr Sellgren. Mrs Hughes was concerned that there is no further action that can be taken with regards to the security of the site, despite it being recommended 10 years ago by the relevant authorities. It was also **RESOLVED** that a letter will be sent to Mr Farrelly MP to ask him to clarify the point of law with the DCLG with regards to the enforcement of the site. Finally the Clerk is to contact the Senior Officer

Clerk

Clerk

from the Fire Service, to ask for the information as promised. Material to be provided on the website and to the head teachers.

Clerk

- [17/00012/FUL](#) Creation of temporary car park and associated works - Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BG – Further comments in relation to car parking strategy

**RESOLVED** that the Parish Council are concerned about the loss of 145 spaces in April/ May of this year and the gap in provision until construction of the temporary car park starts in June. There has already been a very significant increase in parking in the village this year, which is ‘full’ on many days whilst the permit areas of the Hawthorns are largely empty. The Parish Council would like to suggest that the Uni suspends all parking restrictions at the Hawthorns for the period up until the term ends – to alleviate the problem further.

- [17/00091/FUL | Erection of a new Central Science Laboratory Building facility for the Faculty of Natural Sciences | Lennard-Jones Building Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BD](#)

It was noted that the Conservation Advisory Working party had asked for additional material as it was considered to be of poor quality. The application was noted.

16/189 **Neighbourhood Plan update - Mr G Bibby**

This was updated in the Chair’s report.

16/190 **Matthew Ellis Police and Crime Commissioner – To provide a response to the consultation on Safer, Fairer, United Communities Strategy 2016 – 2020 closing date is March 24th 2017 – See Appendix A**

The parish council resolved to make the following comments:

The strategy is far too wordy and parts read as an advertisement for the PCC. Our experience of policing is that our once familiar PCSO has disappeared and the effective police presence in the parish is zero. Neighbouring rural parishes with behaviour problems on Saturday nights have been abandoned as urban policing seems to take precedence. Fly tipping has increased but convictions never seem to follow. The selling of drugs in several locations in the parish seems to go unchecked. Illegal and dangerous parking has increased in recent years but it can take a long time to report problems on 101 and strategies with regard to who to report parking problems to have become confused and have disempowered the local community. We no longer receive a crime report from our PCSO at our Parish Council meetings. In short, rural parishes such as ours feel abandoned. Your strategy addresses the issue of ‘visibility with purpose’ it is hard to have any confidence in the strategy. You state:

*“...there has been an increase in PCSO visibility over the last term of office and there is an expectation that this will become greater and also show increased visibility of warranted police officers.”*

Our experience is entirely to the contrary as our PCSO became entirely invisible during your last term of office. Staffordshire has very large rural areas with their own particular needs, your strategy does not address these specific needs and does not inspire confidence of your ability to do so given failures in the recent past.”

- 16/191 **Electoral Review Of Newcastle-Under-Lyme: Draft Recommendations – review of boundary – further information/consideration**  
 It was agreed that the boundary change concurred with the Neighbourhood Plan and no further comments were noted. Silverdale Parish Council to be invited to attend the next meeting to request the change for Ilkley Place. **Clerk**
  
- 16/192 **Grants**  
 To consider applications for Community Chest (no further applications available but pending £800 KVH)  
 A decision is still awaited for the Keele Village Hall application.
  
- 16/193 **Reports**

  - 1. Chairman’s report – Mr G Bibby  
 Mr Bibby provided his Chair’s report – as appended. Mr Bibby was to attend the planning site visit meeting planned for the Keele University development application. **Clerk**  
 Mr Bibby agreed to discuss the issue of the traffic implications for the village and the decision to hold off the village RPZ due to the Keele University application with Mary Anne Rafferty. **GB**  
 The Green Belt policy was circulated as a draft. All to send their comments to Mr Bibby for the next meeting, which is to be listed as a specific item. **ALL Next agenda**  
 It was also agreed to look at the information regarding the proposed boundary signs which will be discussed in full at the next meeting.  
 The Neighbourhood Plan update was provided. It was noted that there had been an excellent return rate of 45% for the questionnaire. All thanked for their hard work. The Clerk was asked to enquire about the Housing related questions and the order of priority. It was agreed that there should just be a newsletter as and when required, which would be separate from the Yew Tree. **Clerk**
  - 2. County & Borough Councillors Cllr D Huckfield, Cllr Naylor, Cllr Kearon  
 The Clerk was asked to circulate Cllr Kearon’s update – issues included broadband, recycling and garden waste collections, and the parking issues on Campus. Cllr Naylor updated the work planned for the tree clearance at the Church Yard and behind the footpath at Knights Croft. There had been issues relating to flytipping and it was noted that there was a gap in a hedge (Mr Roberts) with vehicles accessing the site. Cllr Naylor is to monitor this. Cllr Naylor has also planted new stock at the cemetery. **Clerk WN**
  - 3. Borough Standards Committee – Dr R Studd – Nothing to discuss.
  - 4. Betley Keele and Madeley Locality Action Partnership – Cllr W Naylor – Nothing to discuss.
  - 5. Rural Runabout update – Ms Newman – Nothing to discuss.
  - 6. Village Hall Management Committee update - Mrs S Hughes – Nothing to discuss until after the next meeting.
  
- 16/194 **Other matters for consideration:**

  - 1. Feedback from the Joint workshop – Report circulated by Ms V Newman  
 The report was noted, and that the County Council would only be addressing repairs and maintenance work for the Highways. All to be reported. Mr Bibby to set a date for a working party to clear up debris in the village. **GB Clerk**  
 Clerk to ask that the village is swept during the Easter break (1<sup>st</sup> to 23<sup>rd</sup> April). Notices to be put on the vehicles to ask them to avoid parking.
  - 2. Residents parking scheme in the Village – Mr G Bibby.  
 This was discussed earlier on the agenda.
  - 3. To consider a quote for the work to the first 2 steps of Lych Gate – Dr Studd **Next agenda**  
 Dr Studd is working to obtain quotes. To be brought to the next meeting.

**16/195 Correspondence**

1. To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda
1. To consider responding to the CCS Rural Survey Appendix B– <https://staffsrcc.typeform.com/to/f7ysBq>

**Clerk**

It was agreed to submit this (and to include the broadband issue).

**16/196 Financial Statement**

1. To approve payments/orders, receipts and transfers, budget update and bank reconciliation statement – Appendix C

The payments were approved as per the attached schedule. The budget position statement was noted and the Bank Reconciliation Statement was confirmed.

2. To consider making the donation of £500 to the Village Hall

**RESOLVED** that this be approved.

3. To note the two contractual pay increments for the Clerk following achievements of various qualifications eg Certificate of Education (June 13) and Foundation Degree (June 15)

**RESOLVED** that this be noted.

Meeting closed at 8.50pm

**Approved Payment Schedule – March 2017**

<b>BACS &amp; Cheque No.</b>	<b>Expenditure</b>	<b>Details</b>	<b>TOTAL</b>
bacs 67	Steve Hough	Lengthsman Quarry Bank Road to A52	240.00
bacs 70	Keele Village Hall MC	Donation towards maintenance	500.00
bacs 71	C Withington	March Salary	385.75
bacs 72	C Withington	March Expenses inc mileage	15.00
bacs 73	HMRC	Tax and NI March	96.60
bacs 74	Mr Czwartynski	Litter - March 17	132.00
bacs 75	Ms V Newman	NP expenses Website domain	21.48
bacs 76	Ms V Newman	Yew Tree and KPC Website & mileage/parking Stafford	56.07
bacs 77	Chris Lear	Website NP	400.00
bacs 78	Besly Earth Science	NP printing	200.00
		<b>Monthly Total</b>	<b>2,046.90</b>

## **Appendix A – Keele Parish Council Chair's Report March 2017**

### **1. Parking**

A report on the impact of planned University developments on parking and mitigating measures has been circulated. I have commented a concern is parking in April and May of this year prior to the temporary car park being available in June but after further loss of parking on site. I have suggested that the under-used but fully committed Hawthorns might provide temporary relief parking. It has been suggested by that the problem will be limited by changed patterns of parking during the Easter break and exam period.

You may have read that Staffordshire County Council are requesting a figure in the region of £1m from Keele University as a S106 contribution. This would cover ameliorative work in relation to increased traffic flow amongst other things. Representatives from the University have written to Staffs arguing against the majority of this expense. Unfortunately and as a result, SCC are now committed to an holistic solution to traffic measures in the village and thus will not now proceed with a zero cost RPZ. Their concerns with regard to 'not moving the problem around' do not extend to the Three Mile Lane scheme.

### **2. Hawthorns**

The University have confirmed that it is their intention to close all the student accommodation by December 2017, moving residents to the completed Barnes development. There is no date set as yet for the start of demolition

### **3. Lymes Road/ Drive**

Photographic evidence of access to the drive from the clock House end was provided to the University by John Downing. Jane Barker noted

*"We are monitoring this road on a daily basis at the moment and have seen no recent vehicle activity however in the short term now the bottom gate is secure we will be removing the 'orange' logs and replacing plain ones at the top to prevent vehicles venturing down while we investigate installing dropable bollards at the top near to Clock House"*

### **4. Accomodation development**

I will be attending NuLBC planning committee's site visit as an observer on the morning of Saturday 18<sup>th</sup> March. I will take notes and report.

### **5. Green Belt Policy**

The KNPG judged the term 'high density' was insufficiently clear and pointed out that some high density development might be desirable e.g. development of accommodation on the University site. It was suggested that a brief description of what we wanted might serve the purpose of the parish better. See suggested amendment in red:

*Keele Parish Council is committed to maintaining the Green Belt in accordance with local and national planning policy. We oppose any incursions into the Green Belt save those allowed by law, which we will consider and comment on. We recognize that area covered by the Greenbelt may be subject to change in the development of the Joint Local Plan. The Parish Council remains absolutely committed to resisting any development which would risk Keele becoming a suburb of Newcastle or that would erode its current character. We wish to see the continued success and development of the University and its associated businesses without degrading the rural character of the rest of the parish. We want to preserve a sustainable community which provides work for many of its inhabitants. We believe that areas might exist, both within and outside the village, where small scale building projects of appropriately designed houses could provide for a growing population. Nevertheless we will resist development which does not build on the parishes unique strengths or which would degrade the quality of our environment.*

## **6. Yew Tree**

The village yew tree's irrigation system service will take place on 24<sup>th</sup> April 2017.

## **7. Boundary Signage**

A report from Diane Smith on boundary signs together with recommendations is given below. Appropriately branded signs might be paid for from KNP moneys.

## **8. BOAT sign Highway Lane**

A quote of £50 for the removal and storage of the sign and barrier has been obtained from Mr S Hough

## **9. Keele Neighbourhood Plan**

Data has now all been digitally transcribed by Helen and Melanie of Education Survey & Research Service, Silverdale. Many thanks to Chris Harrison for recruiting Helen's assistance in this labour! I attended a meeting on data analysis this morning with Bernard Besly and Tim Denning at the offices of ESRS. Returns were over 50% from areas outside the campus and whilst returns were more variable on campus, out of 348 properties in total, we received 144. This is a 42% return rate!

The electronic student questionnaire is now completed and approved and ready for distribution. It is proposed that the completion date be the end of March.

Ivan Tennant of AECOM, our Housing Needs Consultant has written to identify a further delay in NuLBC completing their revision of the Strategic Housing Market Survey. It will not now be available until the end of June as 'they need to agree its content with Stoke' (OWTTE). I have requested to see work in progress but meanwhile we have plenty to do.

The business survey will proceed through structure interview. Sam Summerfield is prioritising which businesses to sample and James Borg is looking at exemplars from other areas and considering possible questions.

It is proposed to run a monthly magazine for postal distribution to raise awareness of the plan, its purposes and direction.

The erection of banners etc is reaching the implementation stage.