

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 16th September 2015 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs Dr Harrison (Chair), Mr Bibby, Dr Studd, Cllr Mrs Naylon, Mr Gibbons, Mr Downing, Mrs Hughes, Mr T Snape and Mr Borg.

In Attendance: Mrs Withington (Clerk)

2 members of public (5 attendees from Keele University)

15/107 **To elect a Chair for this meeting**

In accordance with Standing Orders the Vice Chair took the position of Chair for this meeting.

15/108 **Public Open Forum**

There were no issues raised.

15/109 **Apologies**

Apologies were received from Ms V Newman and Cllr T Kearon

15/110 **Declarations of Disclosable Pecuniary Interests**

None declared.

15/111 **Presentation from Keele University regarding the Hawthorns replacement project and plans for public consultation**

The meeting was attended by Phil Butters, Director of Estates and Development (Keele University), Cathy Partington, Deputy Director of Estates (Keele University), Amanda Oakden, Development Manager (Seddon Homes), Jamys Peacock, Project Manager, Estates & Development (Keele University) and Phil Gratton, Planning Consultant (Gratton Planning). It was noted that there had been an initial meeting between the University and the Chair, Vice Chair, **Dr** Mr Studd and Mr Gibbons from the Parish Council on 9th September. The primary purpose being to clarify the Parish Council's understanding of the reasons for the rejection of the Appeal. Notes of this meeting were circulated.

Mr Gratton commented that their understanding was that the main areas of concern for the inspectorate was the loss of green space, the loss of trees in the Conservation Area and the impact on the Hawthorns House and its setting in terms of its contribution to the Conservation Area. Draft plans were presented to the parish council which took these aspects into consideration through the removal of 10 houses fronting the site, retaining trees and removal of the road around Hawthorns House (to allow for the ability to create a walled garden in the future) - although it was highlighted that this plan was work in progress. Other aspects addressed in the plan included bringing the building line away from the boundary to the top of the site, a change in site access, and increased permeability to the Quarry Bank Road by including a further footpath. However it was noted that there was now plans for 4 apartments in Hawthorns House rather than the original 2. These plans have been looked at initially by Urban Vision, and a formal Design review will be undertaken. Plans to consult with the community on the designs are ~~expected~~ **expected** to start w/c 5th October with a submission expected mid to late October. A full tree survey is also being undertaken, and a representative from the Parish Council is invited to be present to help establish the baseline condition of the trees.

Mr Downing felt that there was already sufficient data available in surveys carried out since 2009 which were updated in 2013, although the University are looking to start this process again involving the Borough Council Tree Officer and a Parish Council representative. Noted that the Draft scheme was based on the plan agreed at the Appeal hearing.

Dr Studd felt that the contribution that the Hawthorns House and setting is of vital importance and was a key consideration of the Planning Inspectorate, and

should therefore not be overlooked or overshadowed.

Dr Harrison stated that at the initial meeting, it was intimated that it may be more acceptable to the community if there were fewer homes which were of better quality than currently proposed. Mr Bibby found it hard to accept that better quality homes would render the scheme uneconomical as the initial stance taken by the University was that they could not afford to reduce numbers in the original scheme, but have now been able to.

A member of the public spoke about the draft scheme, and had grave concerns that this was just tinkering around the edges with no real significant changes which fundamentally improve the scheme. The lady also shared Mr Bibby's concerns about the University's original position on the inability to reduce housing numbers to make the scheme work.

Consideration to the shop was given and it was considered that it may not be financially viable. The University have left this in the scheme due to the initial consultation comments. KPC would like it to be run as a community shop.

Dr Harrison raised the point regarding Section 106 contributions which would benefit the community other than an education contribution. Mr Gratton commented about the Community Infrastructure Levy tests which need to be applied which must link what is being provided to the development. It was however noted that play facilities may be included as part of this. It was confirmed that any previous comments made by Parish Councillors should be taken as individual opinions only and not those of the corporate body.

Overall it was considered by the Parish Council that the time allocated for consultation may be too rapid to allow the opportunity for the community to provide an informed contribution. To conclude Mr Butters confirmed that a letter will be delivered to all in the village and campus, although KPC requested that this be on a Parish wide basis not just the surrounding village.

The attendees from the University were thanked and left the meeting at this point.

15/112 **Minutes of the Parish Council meeting held on 19th August 2015**

RESOLVED that the minutes of the last meeting be signed as a true and accurate record.

Updates from the previous minutes included:

School bus concerns – Information on numbers of children is awaited from Cllr Kearon and Mr Snell.

Next agenda

Clerk to follow up with Aspire regarding Knights Croft and tree crowning.

Clerk

Student Packs - Noted that there was not the ability to include information in the Fresher's Pack or a stall at Fresher's Week, however web links will be put on the KPA website. Mr Gibbons to speak to the Student Union about the student volunteer's scheme and what can be funded. To be discussed on the next agenda.

Next agenda

It was agreed that the KPC information and potential stall space at the Jobs Fair expected to take place during w/c 5th October would be progressed by Mr Gibbons, Mr Borg and Mr Snape.

Community Speed watch – Dr Harrison, Mr Bibby and Dr Studd to provide the

completed forms to Silverdale Parish Council in order to take up the training.

Litter collection on Three Mile Lane – Noted that it was the decision of the Parish Council a number of years ago to extend the litter collection up to Two Mile Lane only, due to health and safety concerns. The current Litter Collector was not comfortable to extend his round to the Service Station due to the narrowness of the pavement and speed of traffic. Cllr Naylor stated that Streetscene do carry out regular litter picks in that area. Dr Studd suggested that we may need to review the arrangements for the future.

Boundary change – Clerk to chase up Julia Clearly with regards to this.

Clerk

Student Bus – it was agreed to leave this issue as it wasn't viable.

Pepper Street road sign – this has been addressed.

Neighbourhood Plan - This is on the agenda, however it was agreed that until the outcome is known regarding the Hawthorns, this should be suspended until then.

15/113 **Planning applications/permissions – to provide comments/request action:**

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

At this stage there was no formal notification, but it was considered that there may be complications with the site remediation/sale. Noted that a response was still awaited from Planning regarding Air Quality monitoring etc. It was agreed to discuss further action regarding this at the next meeting.

Next agenda

2. Pepper Street Planning Enforcement action

Cllr Naylor stated there were no further comments to make, despite receiving a commitment from Mrs Moulton to provide an update for this meeting. However it was noted that progress is being made.

3. Pre-planning consultation - Proposed Base Station Installation At CTIL 130267, VF 45460, Tef N/A, Keele Road (A525), Keele, ST5 5AB (as circ 09.09)

Discussion took place and the majority view was that there were no objections to this application. It was noted that there was one objection regarding the increase in height proposed without supporting evidence as to the need for this increase.

FOR INFO ONLY: [Works to trees](#) The Hawthorns Keele University Station Road Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 15/00756/TWA - This was noted.

15/114 **Reports**

1. *Chairman's report*

Discussion took place regarding the earlier invitation to monitor the tree survey to be produced by Keele University to inform the proposed Hawthorns development. **RESOLVED** that it be approved (due to the urgency of the issue) to allow delegated powers to be used to appoint Mr Bailey to provide services up to £100 initially, although this is at the discretion of the Chair and Clerk if the amount exceeds this using Delegated Authority within the Financial Regulations. Noted that Ms Newman is dealing with this.

VN

Notes had been circulated by Ms Newman prior to the meeting regarding the Keele University meeting with the Vice Chancellor and the Hawthorns development meeting. It was agreed by those present at the meeting, that this was consider to be a fair and accurate record.

The item regarding the Vice Chancellor attendance at the next Parish Council meeting was discussed. It was agreed that the discussion would centre around the following:

Clerk

- The Vice Chancellors plans and vision for Keele University and in relation to the Hawthorns development.
- KPC’s vision in relation to the Hawthorns development

It was agreed that the Yew Tree newsletter delivery, and the principle of delivering information for the University, would be discussed on the next agenda.

Next agenda

With regards to the Parish Council Forum, it was noted that the planning portal training was suggested for the council website. The Clerk pointed out that the Borough Council may decide to stop providing paper copies of plans, Mr Bibby asked the Clerk to ask advice from SPCA on the disability access issues if this stopped. Noted that Ms Newman and Mr Bibby would be attending the SPCA Planning Training on 3rd November at Maer Village Hall – no other members requested to attend.

Clerk
ALL

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

Cllr Kearon was at a Cabinet meeting, but had not sent a report. There was no report from Cllr Huckfield. Cllr Naylor reported that the issue regarding the Lymes Road gating order had been suggested to Whitmore Parish Council who were considering it. Cllr Naylor asked that the Clerk raise the issue of illegal access onto the road at Leycett Road with the Chair of Audley Parish Council.

Clerk

With regards to Haying Wood management plan – it was agreed that Cllr Naylor would offer to act as an intermediary to ensure this was progressed. Clerk to inform Mr Stepien at the Borough Council.

WN
Clerk

Work is in progress with the footpath replacement signs and a new stile has been requested on FP 4.

A working party will be attending on 30th September at the Keele Orchard at the Cemetery to put bark down around the trees – all are welcome to attend.

3. Staffordshire Parish Councils Association - To consider nominations (2 positions for Newcastle) for SPCA Executive Association’s AGM on 2nd December (Deadline Friday, 2nd October 2015)

No nominations were put forward.

4. Borough Standards Committee Cllr Naylor

Nothing to report.

5. Betley Keele and Madeley Locality Action Partnership

Unfortunately there had been no attendance from the Parish Council at the meeting on 14th September.

15/115 **Amenities**

1. Rural Runabout update

No meeting had been held.

2. *Village Hall Management Committee*

Mrs Hughes stated that window locks were due to be replaced, a new sign was in hand, representatives were to attend the Community Council of Staffordshire AGM meeting and the piano restoration was in progress subject to wood worm. It was suggested that a Community Chest application be submitted for the work to the piano. Mr Downing was asked to confirm who carried out the floor polishing at the School. Mrs Hughes also reported that 2 planters had been provided, there were issues to be addressed over the cleaning of the hall, and a new supply for gas was being sought following the last bill which had been estimated previously. Overall bookings were up, but still needed to increase.

JD

3. *Hawthorns application for listed building*

This work was now considered to be urgent and it was **RESOLVED** that Dr Harrison, Cllr Naylor and Dr Studd progress this asap.

CH
RS
WN

4. *To consider projects through the Lengthsman Scheme (£1074)*

Clerk to report the overgrown hedge and height of hedge along Pepper Street by Quarry Bank to the boundary of Silverdale.

Clerk

Clerk to ask Mr Quick to clean all road signs in the Parish.

Clerk

5. *To consider restoring the milestone on Station Road, Keele at a cost of £75*

RESOLVED that this work be instructed, and be funded using the Lengthsman scheme.

Clerk

15/116 **Grants**

- 1. To consider applications for Community Chest (*current balance is £1280 - note balance after KPC pending application is £480*)

None received

15/117 **Other matters for consideration:**

- 1. *To consider further development with regards to a Neighbourhood Plan*

It was **RESOLVED** to suspend this until after the Hawthorns application had been progressed.

- 2. *To note the latest regarding the funding applications for the Parish Clock restoration*

The Clerk stated that a further quote had been requested due to the estimated cost. Clerk to contact Mrs Studd for contact details and their agreement. Noted that scaffolding would be required. The outcome of the Community Chest application is awaited from the Grants Panel.

Clerk

- 3. *To agree an agenda for the discussion with the Vice Chancellor of Keele University (October)*

This had already been discussed earlier on the agenda.

- 4. *To approve attendance at SPCA training events for Parish Councillors*

RESOLVED that approval be given to those who wish to attend the Planning Training on 3rd November.

15/118 **Correspondence**

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

- Community Council of Staffordshire AGM 8th October Sandon was noted.
- SOT and Staffordshire newsletter was noted.

- Staffordshire Playing Fields Association was noted.

To provide a response to the following:

- NBC Draft shop front design guidance consultation www.newcastle-staffs.gov.uk/conservation_deadline_30th_September_2015 - No comments were raised.
- NBC Draft Gambling policy (as circulated) deadline is 23rd October [Click here to view](#) – No comments were raised.

15/119 **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 current budget position*

RESOLVED that this be noted.

15/120 **Any Other Business for future agendas**

- Vice Chancellor attendance
- Modern Government
- Post office update
- School bus concerns
- Student volunteering
- Yew tree delivery to include University material

Mr Borg reported the issues of the mole traps on the University grounds. A response had been received from the University regarding the reasons behind the traps, and had been forwarded to all.

Meeting was closed at 8.35pm

Schedule 1 - Approved Payments/orders 13th August 2015

BACS & Cheque No.	Expenditure	Details	TOTAL
bacs 27	C Withington	Sept Salary	229.29
bacs 27a	C Withington	Sept expenses	15.00
bacs 28	HMRC	Tax and NI Sept	57.20
755	Mr Czwartynski	Sept Litter	125.60
		Total	427.09

Income

NBC Historic buildings Grant (War Memorial) £237.00

Transfer required of £200 from deposit to current account **(approved)**