

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**  
**Held on Thursday 10<sup>th</sup> January 2013 at 7.00 p.m. at Students Union, Keele University**

Attendees: Parish Cllrs Ms Newman (Acting Chair), Mrs Abercrombie, Mr Hindmarch, Rev Tillier and Mr Bibby and Mrs Hughes

Clerk – Mrs C Withington

Guests: Cllr Kearon and 7 members of public were present

Ref	Action
12/10/428	<p><b>Apologies received through Clerk</b>  Apologies received from: Mrs Wenslie Naylor, Mr Downing, Mrs Studd and Cllr Studd.</p>
12/10/429	<p><b>Declarations of Disclosable Pecuniary Interests relating to items on the agenda</b>  None, other than the budget.</p>
12/10/430	<p><b>To consider approving and signing minutes of the last Parish Council meeting held on 13<sup>th</sup> December 2012</b>  The minutes were signed as a true and accurate record.</p>
12/10/431	<p><b>Public Participation:</b> No issues raised.</p>
12/10/432	<p><b>To consider the applications received for the casual vacancy for Parish Councillor and co-option</b>  Noted that there were 4 applications had been received. 2 of which had been received after the deadline. It was <b>RESOLVED</b> to accept the late applications due to the issues surrounding the information provided to the individuals.</p> <p style="text-align: right;">CW Next agenda</p>
12/10/433	<p><b>To consider granting a dispensation up until the next ordinary election to all parish councillors who live within the Parish to enable them to participate in any discussion or vote on any matter concerning setting of the Council's budget and annual precept</b>  Letters were received from those present. <b>RESOLVED</b> to grant dispensation up until the next ordinary election to all parish councillors who live within the Parish to enable them to participate in any discussion or vote on any matter concerning setting of the Council's budget and annual precept. Letters required for other Parish Councillors at the next meeting.</p> <p style="text-align: right;">ALL</p>
12/10/434	<p><b>Clerk's Report and Financial Statement</b>  <i>To consider a request to create a budget for Keele Parish Plan for 12/13 and 13/14</i>  Discussion took place. Ms Newman clarified that the budget was required for printing, leaflets and room hire. Noted that the University had made the offer of assistance, Ms Newman and Mr Hindmarch to approach the University for help with these costs. In meantime it was <b>RESOLVED</b> to create a budget for 2012/13 for £100.</p> <p style="text-align: right;">VN/ DH</p> <p><i>To consider aims and objectives for next year, setting next year's budget and current budget position statement - Appendix 1</i>  Consideration was given to the items as follows:</p> <p>To use the Village Hall as a venue for future meetings, once the current issues had been resolved and a fairer charging rate had been agreed.</p>

Ref		Action
	Clerk to ascertain how much other village halls charge Parish Council's room hire (if there is ownership by Parish Council).	CW
	<p>It was proposed and seconded that the Precept is increased by 10% from 2012/13 (£6552) and the budget headings be approved as per Appendix 1. <b>RESOLVED</b> unanimously that the Parish Council request a precept of £7207 for 2013/14. Noted that this is in advance of the approved Council Tax base, however draft figures were circulated by the Clerk to show the impact of the reduced tax base. It was <b>RESOLVED</b> that any overspend would be managed in year by making savings.</p> <p><i>To approve payments/orders, receipts and transfers as attached – see Appendix 2</i></p> <p>The payments schedule attached at appendix 2 was approved. It was <b>RESOLVED</b> to contribute 25% towards the current Clerk's SLCC annual membership due to advice being received regarding maternity pay.</p>	
	<b>Chairman and Portfolio Reports</b>	
12/10/435	Chairman's Update (Parish Cllr Naylor)	
	<b><i>To receive an update on the Yew Tree irrigation bus stop/turning improvements</i></b>	
	Noted that the part of the path has been opened up and the Yew Tree now has a larger area.	
	Site meeting to be arranged by Mr Wright SCC following D&G concerns regarding the bus stop on the other side, suitability for disabled access. Cllr Kearon along with Mrs Naylor to be included in this meeting. Clerk to inform SCC Mr Wright.	CW
	Clerk to confirm the latest position with regards to the electronic bus stop and the layby. Noted that no plans had been received.	CW
	<b><i>To consider the Staffordshire County Councils plans for the Keele University Access Road Lay-by</i></b>	
	As above, no plans have been received.	
	<b><i>To note issues included in Chairman's report and consider for future agenda</i></b>	
	The Clerk informed that there were more bulbs to be planted at the Diamond Jubilee Orchard and whips.	
12/10/436	Administration	
	<b><i>To consider fund raising activities for the new noticeboard by the Yew Tree</i></b>	
	This item was deferred due to a Community Chest application received which could provide the funding.	
	<b><i>To consider a request for support from Madeley Parish Council regarding Rural Communities Awards night in April 2013</i></b>	
	Clerk to circulate further information received. Supported in principle, with the view that no financial contribution can be made. To be considered on the next agenda.	CW Next Agenda
12/10/437	Highways	
	<b><i>To note the latest regarding the refurbishment of the "1% for Art" sculptures located along the bypass/Keele Road and Station Road</i></b>	WN

Ref		Action
	<p>Noted that permission has now been obtained. A bid will be submitted once quotes have been received by Mrs Naylor. To be on the next agenda.</p>	<p><b>Next agenda</b></p>
	<p><b>To receive an update on the Finney Green lighting request (Cllr Kearon)</b> Cllr Kearon reported that information was outstanding from the Borough Council, Mr Williams regarding costs.</p>	
	<p>Noted that the Cabinet had adopted a policy of considering further cases for streetlights where the special case criteria was met. It was however unclear as to what this special case criteria was. Mrs Naylor and Cllr Studd may recall the discussions at Cabinet, to enable Cllr Kearon to make a special case. Cllr Kearon felt that there were old lights already in existence on some of the poles. Noted that there are budget constraints, so this may not be possible to fund. Next agenda.</p>	<p><b>Next agenda</b></p>
12/10/438	Amenities	
	<p><b>To note the new noticeboard at Keele University</b></p>	
	<p>Noted that the new noticeboard was in place. It was agreed to include a plan of the Parish, a list of Parish Councillors and background to a Parish Council. Agreed that Cllr Kearon can provide some borough related material for inclusion, to send to Clerk.</p>	<p><b>TK</b></p>
	<p>Letter of thanks to be sent to Mr Butters and agreement to a photo opportunity for Cllr Kearon, Mrs Naylor and the University.</p>	<p><b>CW</b></p>
12/10/439	Planning	
	<p><b>To provide and agree comments on planning applications received</b></p>	
	<p><b>Ref. No: 12/00799/FUL <u>Proposed standby generator housing and associated compound</u> The Hawthorns Keele University Quarry Bank Road Keele Newcastle Under Lyme Staffordshire ST5 5BG</b></p>	
	<p>The Parish Council considered the application and raised the following points with regard to the purpose, design and location of the above application.</p>	
	<p><b>Purpose</b></p>	
	<p>The need for a generator has not been justified. The application does not provide any historical data of problems with the power supply. The Parish Council did not recall any substantial recent unplanned power outages. The Parish Council have not received complaints regarding the electricity supply.</p>	
	<p>The applicant states that the purpose of the generator is to provide a back-up supply for the students at the Hawthorns<sup>1</sup>. However, the University has indicated its consultation that it is seeking to dispose of this land over the next five years, so installing the proposed 15-20 year old generator<sup>2</sup> seems to be wasteful and unsustainable for what it concedes is a 'low probability'<sup>3</sup> occurrence.</p>	
	<p>The applicant has not provided any definition of what it means by 'emergency/occasional'<sup>4</sup>. How often is the generator to be used in addition to the proposed weekly 10 minute test<sup>5</sup>? Consideration of the frequency and duration of use is as important as the noise produced in order to evaluate the nuisance to</p>	
1	Design and Access Statement p3	
2	Noise assessment p1	
3	Design and Access Statement p3	
4	As above p4	
5	As above p6	

Ref	Action
	<p>residents that it will produce.</p> <p><b>Environmental concerns</b></p> <p>We are deeply concerned by the inadequate consideration of noise and environmental pollution. The proposal is to install the generator first and <i>then</i> test it. The applicant justifies this on the grounds that they have been unable to find data on the generator due to its age: “the actual noise output of the proposed generator cannot be qualified at this stage, and no source data can be acquired”<sup>6</sup>.</p> <p>It is astonishing that noise and environmental pollution is unknown prior to installation in an area close to residents. The location is very close to student residences, within 30 metres from Knights Croft sheltered accommodation and close to the primary School. Residents have expressed their concerns with regards to impact of the noise, dust and exhaust fumes of such an old generator on the health of vulnerable residents who live nearby.</p> <p>We consider the plan to assemble the generator first and then test it on site to be entirely inadequate considering its proximity of to the above residents and the tranquillity of the rural location. We also find the apparent lack of available data for the generator deeply troubling in terms of its reliability, efficiency and therefore sustainability.</p> <p>Can the Borough Council make a sound judgement on the plan’s environmental sustainability and health concerns without prior knowledge of this data?</p> <p>It is not clear how the proposed second-hand metal housing for the generator will adequately reduce noise output. This appears to be the only attempt at soundproofing. It is not clear how the applicant can design appropriate soundproofing before knowing how loud the generator will be. Design should surely <i>follow</i> testing and be appropriate to knowledge of the generator’s output.</p> <p>The application inaccurately indicates that there are no protected and priority species either on the development site or adjacent to it<sup>7</sup>. There is a large maternal bat roost (137 bats) at the management centre<sup>8</sup>.</p> <p>What impact will this have on the biodiversity of the area? Appropriate wildlife surveys need to be carried out as soon as the applicant has discovered what the noise pollution will be.</p> <p><b>Design and Location</b></p> <p>Cutting down trees and further encroaching on the green belt land of the site to install a 15-20 year old<sup>9</sup> diesel generator appears to run contrary to the applicant’s widely marketed environmental aspirations.</p> <p>The design is a rectangular steel box with a large exhaust pipe on top. This urban design is entirely inappropriate for the rural, green belt location. This is adjacent to the Conservation Area and is sited within an Area of Landscape Maintenance. The hand-drawn design provided in the application is inadequate and does not provide details such as the length of the exhaust pipe. There is no visualisation of what the design – a metal box on a concrete slab - will look like in situ.</p>

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6 Noise Assessment p8

7 Application p4

8 Application 10/00531/FUL

9 Noise Assessment p1

Ref		Action
	<p>Two trees will be lost and a further damaged due to encroachment onto its roots. The applicant needs to indicate where these will be replaced on the Hawthorns site in order to mitigate the environmental damage caused.</p> <p>To summarise, Parish council object to this proposal on the following grounds:</p> <ul style="list-style-type: none"> <li>• There is no proven need for a generator</li> <li>• There is no indication of the frequency and duration of use</li> <li>• Using dated and untested equipment is not sustainable</li> <li>• The applicant is not aware of the noise and exhaust pollution, reliability or efficiency of the generator</li> <li>• It is not acceptable to test the above after installation</li> <li>• The design is inappropriate for the rural character of the area.</li> <li>• The proposal represents yet another encroachment onto the green belt in this site and a potential threat to local protected species.</li> </ul> <p>For the reasons above it is resolved that it be <b>UNSUPPORTED</b>.</p> <p><b><u>Ref. No: 12/00769/FUL Demolition of an existing conservatory and proposed infill extension between the existing house and existing detached double garage. 15 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH</u></b></p> <p>It is considered to be an attractive solution in an area with little neighbour impact, providing that it complies with the required dimensions and fire precautions. Resolved that this be <b>SUPPORTED</b>.</p> <p><b><i>To receive an update from the Parish Plan working group (Parish Cllr Hindmarch)</i></b></p> <p>Mr Hindmarch has contacted the CPRE who have provided various helpful documents such as how to respond to planning applications. It is hoped that a Parish Plan meeting will be arranged for February. Mrs Naylon has offered assistance as chair if required.</p>	
12/10/440	<p><b>Village Hall Matters</b></p> <p><i>To receive an update from the Village Hall Management Advisory Committee (Parish Cllrs Hughes and J Tillier), and to receive an update with respect to the special meeting with the Committee</i></p> <p>Noted that a letter has been handed to the Village Hall Management Committee as follows: Ms Chaplin, Mr Crosbie, Mrs J Forrester, Mr and Mrs Hough, Mrs Hughes (Parish Council rep)</p> <p>A meeting was suggested for 6<sup>th</sup> February however it is not likely to be possible due to a prior engagement. Further dates to be given as a choice.</p>	VN / JT
12/10/441	<p><b>To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Abercrombie)</b></p> <p>Next meeting is due in February. A fun-day sub-committee has been held by Silverdale Parish Council, which was attended by Ann, Wenslie and Joe from the Students Union. There is a further sub-committee planned for Chairs of the LAPS regarding Youth Provision. Cllr Kearon and Rev Tillier to liaise.</p>	TK / JT

Ref	Action
<p><b>12/10/442 Conservation matters</b>  <i>To consider the locally listed buildings in the Parish as previously circulated and consideration of a photo competition and suitable prizes</i>            Noted that the list of Locally Listed buildings will be on the next agenda.</p> <p>Discussion took place regarding a photo competition. The idea was approved in principle. Suggestions included:</p> <ul style="list-style-type: none"> <li>• Joint venture between KPC and Students Union</li> <li>• Objective is to raise the profile of Keele and the buildings</li> <li>• 3 prizes (possibly ask for donations from Waterstones. Students Union vouchers etc),</li> <li>• Possible Community Pride funding – Cllr Kearon to look into</li> <li>• Adult and junior (under 16) entries</li> <li>• Advertise in February – to launch next meeting</li> <li>• To run over March, April, May to capture the change in seasons</li> <li>• To invite the Vice Chancellor, Photographic Society and Parish Council to be the judging panel</li> </ul> <p>Ms Newman to put a proposal together and bring back some terms and conditions, plus ensure we have intellectual property rights, for the next agenda.</p>	<p><b>Next agenda</b></p>
<p><b>12/10/443 To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)</b>            No update.</p>	
<p><b>12/10/444 To receive an update from Borough Standards Committee (Parish Cllr Naylor)</b>            Update circulated regarding Standards Committee from Mrs Naylor.</p>	
<p><b>12/10/445 To receive an update from Borough Sports Council (No representative)</b>            No update.</p>	
<p><b>12/10/446 To consider support for Community Chest applications received - unspent balance is £1050</b></p> <ul style="list-style-type: none"> <li>• Keele First Responders Application for contribution towards running costs (if received) – This had not been received.</li> <li>• Keele Conservation Group Application for Yew Tree notice board – Consideration of the application took place. A vote was taken and it was unanimous. <b>RESOLVED</b> to support the application for £800.</li> </ul> <p>Noted the balance was now £250.</p> <p><b>To consider applications for Keele Parish Council Grant Programme £500 - unspent balance is £225</b>  <i>Keele Garden Guild Application for funds towards room hire – January to March 2013 for £90 (if information received)</i></p>	<p><b>CW</b></p>
<p>Although the bank statement and audited accounts were outstanding, it was <b>RESOLVED</b> to approve the application for £90 on the condition of the information being received from the Garden Guild. Clerk to write to the applicant.</p>	
<p>Balance is now £135.</p>	

Ref	Action
<p>12/10/447 <b>To receive an update from Borough/County Councillor – Cllr S Tagg, Cllr R Studd and Cllr T Kearon</b>  Cllr Kearon provided an update on the latest regarding the highspeed broadband. The County have £15m to upgrade and it is expected that an announcement will be made in May as to where the money will be spent. BT are awaiting this decision. Problem on Station Road is still trying to be addressed.</p> <p>Trading Standards and Environmental Health officers have been worked to target the counterfeit alcohol. So far 200,000 bottles of vodka have been seized. Concern was expressed due to the number of students in Keele who may end up purchasing this.</p> <p>NBC are looking to provide a bulk purchase energy scheme which would reduce gas and electricity bills by 10-15%. Subject to the number of people who sign up to this. LPG customers are being considered through a County scheme. Noted that some residents on the campus would not be able to join due to existing arrangements with the University.</p> <p>Youth Club – Cllr Kearon is looking for people to staff the facilities made available by the University. Consideration is being given to students and volunteers who are CRB checked etc.  Play Facilities – Approx. £75k funding is required for this. Land is available at the University. Potential for Section 106 if there are any neighbouring developments.</p> <p>Crime Stats – Overall Theft of motor vehicles, theft from vehicles and burglaries are down. Violent assault has increased due to an issue near Loggerheads not related to Keele.</p>	
<p>12/10/448 <b>Papers and correspondence received</b>  To review papers and correspondence and consider if any item requires further action on next agenda - None.</p>	
<p>12/10/449 <b>Items for Future Agenda/Decisions</b>  Mr Butters to be invited to the next meeting for a presentation on the Hawthorns.</p>	
<p>12/10/450 <b>Dates of Future Meetings</b>  To note dates and venues of future meetings as follows:</p> <ul style="list-style-type: none"> <li>- 14<sup>th</sup> Feb – Keele Sustainability Hub, 14<sup>th</sup> March – St Johns School TBC</li> <li>- 11<sup>th</sup> April – Keele Village Hall TBC – Annual Parish Meeting</li> <li>- 9<sup>th</sup> May – VENUE TBC – Annual Meeting of the Council</li> </ul> <p>Discussion to take place with the new Clerk regarding a change in nights etc, post these dates.</p>	
<p>12/10/451 <b>It was resolved that, pursuant to the Public Bodies (Admission to Meetings) Act, 1960 the press and public be excluded from following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed</b>  <i>To discuss staffing matters to cover maternity leave</i>  Consideration was given to the post of temporary maternity cover. A Clerk from another parish had contacted the Clerk of Keele to express an interest. A CV had been obtained and was considered at the meeting. The qualifications and experience was like for like with the existing Clerk and would provide a seamless handover. It was therefore <b>RESOLVED</b> that the applicant would be invited to meet with Mrs Naylor and the Clerk, and subject to that meeting and references being satisfactory, Mrs Dillow would be offered the appointment on a</p>	<p>CW/ WN</p>

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temporary basis on the same terms and conditions as the existing Clerk. The advert would be withdrawn and any applications received up to that point would be discounted, following the conclusion.

**Meeting close**

The meeting was closed at 9.30pm