

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Thursday 13th March 2014 at 7.00 p.m. at Keele Sustainability Hub, Home Farm Keele University, Keele

Attendees: Parish Cllrs Mrs Naylor (Chair), Mrs Abercrombie, Mr Hindmarch, Mrs A Studd, Mr Bibby, Cllr Studd, Mrs S Hughes, Dr Harrison, Mrs Corfield

Clerk – Mrs C Dillow & Mrs C Withington and 4 members of the public (including Mr P Butters)

Ref	Action
13/781	<p>Apologies Apologies were received from Ms Newman, Mr Downing</p>
13/782	<p>Declarations of Disclosable Pecuniary Interests: None</p>
13/783	<p>Public Participation: One member of the public commented that he had written to Local MP Paul Farrelly regarding the proposed Pepper Street Development, he had now received a reply but feels he hasn't got his support and thinks it would be good if the Parish Council could get his support. Clerk</p>
13/784	<p>Declaration of acceptance of office The declaration of acceptance of office was signed by Dr Harrison and witnessed by the Clerk.</p>
13/785	<p>To receive presentation from Trevor Nicholl Head of Recycling and Waste Newcastle Under Lyme Borough Council Mr Nicholl gave a presentation on the Borough Council's proposals for changes to the waste collection services, which will include swapping to a box system and losing the bags which often cause litter, replacing the size of the larger bins with a slimmer version and changing the size of the collection vehicles which will be more efficient to run. The changes are intended to save money and reduce household waste but not lose quality. Mrs Naylor thanked Mr Nicholl for his presentation.</p>
13/786	<p>To consider approving and signing minutes of the last Parish Council meeting held on Thursday 13th February 2014 Theses were approved and signed as a true and accurate record. It was noted by Mrs Hughes that Cllrs did not see the final draft of the letter to Neale Clifton and Derek Huckfield before they were sent out. It was RESOLVED that all correspondence is circulated to Cllrs for approval with a 48 hour deadline for amendments and the final version is sent by the Clerk. Dr Harrison commented more detail should be minuted about the grants approved.</p>
13/787	<p>Chairman's report & updates</p> <ul style="list-style-type: none"> • Chairman's report (Parish Cllr Naylor) <p>Mrs Naylor reported there had been an informal meeting with Keele University and interested parties on Monday 10th February. Mr Butters noted the planning department are taking their time to review the comments for the Hawthorn application.</p>
13/788	<p>To receive an update from Borough/County Councillor – Cllr D Huckfield , Cllr R Studd and Cllr T Kearon RESOLVED Mrs Naylor to draft a letter to Cllr Huckfield highlighting the correspondence with Ms Maryanne Raftery about lack of response of County Highways and requesting his presence at a number of KPC meetings to hear our ongoing 'highways' needs. WN</p>

Ref		Action
	Cllr Studd reported the HS2 Borough Council committee had met and they are supporting the Stoke on Trent case.	
13/789	To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)	
	Nothing to report	
13/790	To receive an update from Borough Standards Committee (Parish Cllr Naylor)	
	Nothing to report	
13/791	To receive an update from Borough Sports Council (Parish Cllr Downing)	
	Nothing to report	
13/792	To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Abercrombie)	
	It was noted the correct name is now Betley, Keele & Madeley Locality Action Partnership. The next meeting is 17 th March at 2.00pm at Madeley High School.	
13/793	Amenities	
	<ul style="list-style-type: none"> To receive an update on the Rural Runabout (Mrs A Studd) 	
	Mrs Studd reported that the bus had only been used once by Keele groups in the past 6 months, the usage in Keele needs to be increased.	
	<ul style="list-style-type: none"> Keele's Resources – Dr Harrison 	
	A draft copy of Keele's resources was circulated to all Cllrs. RESOLVED members are happy for Dr Harrison and Ms Newman to work on the document and a final version will be circulated for approval, to be uploaded to the parish councils website.	CH VN
	The remaining £600 of the Lengthsmen budget was discussed. RESOLVED	Clerk
	Clerk should instruct Mr Hough (under delegated authority due to H&S implications as not on this agenda) to do a major siding and clean up job on the worst paths in the village, namely Pepper Street, to remove hedge and general debris up to the amount remaining.	
13/794	Village Hall Matters –	
	<ul style="list-style-type: none"> To receive an update from the Village Hall Management Advisory Committee (Parish Cllr Hughes) 	
	Mrs Hughes reported the pancake party was a success and raised £170.00. It was noted that the word 'advisory' should be taken out of the committee name as this is incorrect.	
13/795	To receive update & discuss any matters arising on standing items on agenda with regard to planning applications –	
	<ul style="list-style-type: none"> Pepper Street Development 	
	A draft version of additional comments regarding the planning application was circulated to all Cllr's.	
	RESOLVED Dr Harrison to make amendments as agreed and clerk to send final version to Newcastle under Lyme planning department.	CH
	Mrs Hughes commented the original letter sent to Neale Clifton could be misinterpreted and the last paragraph is incorrect. RESOLVED Mrs Naylor to draft a 2 nd letter for approval by the council to clarify the issues.	WN
	RESOLVED to arrange an extra ordinary meeting to discuss the planning report when it is available. Thanks were given to Mrs Corfield, Mr Besly and Mr Exley for their expertise and time given to the application.	Clerk

Ref		Action
	<ul style="list-style-type: none"> Hawthorns Nothing further to report.	
	<ul style="list-style-type: none"> Keele Drive improvements To be discussed under item 9 Planning.	
13/796	To discuss the following ongoing matters in Keele - <ul style="list-style-type: none"> Quarry Bank Parking, Three Mile Lane Knights Croft Trees RESOLVED to move both items to the next agenda	Next agenda
13/797	Heritage Lottery Funding – Mrs Abercrombie Mrs Abercrombie reported she had attended a training day run by the Heritage Lottery Fund, the objective was to give an understanding of the types of funding available and whom can apply. RESOLVED to support in principle the idea of a joint funding bid.	AA
13/798	Planning To provide and agree comments on any planning applications received by the Council <ul style="list-style-type: none"> 14/00133/FUL Proposed road works to Keele Drive Keele University Keele Campus Keele Newcastle Under Lyme Staffordshire ST5 5BG <p>The application was discussed and Keele Parish Council are concerned with the appearance of concrete bollards. Also there are concerns about the treatment of approach up Keele Drive, with opinions divided about the appropriateness (in context of Conservation Area considerations) of the stone wall proposal, although the majority was in favour. The wood bollards at the entrance were not approved; a minority thought the wrought iron 'country estate' type railings were thought to be least visually harmful at the entrance to the Conservation Area. It was felt a more holistic approach about use of the entrance by coaches, HGVS / deliveries was needed with some deterrence signage</p>	
	RESOLVED Clerk to formulate all the comments made and forward to the planning department.	Clerk
13/799	To receive an update from the Parish Plan working group (Parish Cllr Hindmarch and Cllr Newman) Nothing to report.	
13/800	Agenda & Minutes – Dr Harrison A draft revised agenda as proposed by Dr Harrison was circulated to Cllrs by email before the meeting for consideration. It was RESOLVED that the clerk will produce the agenda in the (correct) proposed format.	Clerk
13/801	Clerk's update and Financial statement -	
13/802	Clerk's update – Appendix 1 This was noted, no further action required.	
13/803	Clerk's Correspondence – Appendix 2 <ul style="list-style-type: none"> To review papers and correspondence received through the clerk and consider if any item requires further action No further action required.	
13/804	Clerk's Financial Statement – Appendix 3 <ul style="list-style-type: none"> To approve payments/orders, receipts and transfers as attached – Appendix 3 This was noted and the payments were approved in accordance with appendix 3.	
13/805	Administration - <ul style="list-style-type: none"> Budget 2014/15 Nothing further to report.	

Ref	Action
13/806	<ul style="list-style-type: none"> • To consider advert for vacancy <p>RESOLVED to approve the draft advert for vacancy of clerk with a closing date of 4th April for applications. The interview panel will consist of 3 Cllrs Mrs Naylon, Ms Newman and Mr Bibby.</p> <p>Grants -</p> <p>To consider support for Community Chest applications received -</p> <ul style="list-style-type: none"> • Keele PCC <p>RESOLVED to support the application for £204.40 for a concealed safety entrance mirror.</p>
13/807	<ul style="list-style-type: none"> • The Dove Service <p>RESOLVED not to support the application as it is outside of the Parish</p> <p>To note dates and venues of future meetings as follows:</p> <ul style="list-style-type: none"> • 15th April Keele Village Hall

The Chairman and council members thanked the acting Clerk Mrs Dillow for her work over the last 12months covering maternity leave.

Meeting Close 10.10pm