

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**  
**Held on Thursday 14<sup>th</sup> March 2013 at 7.00 p.m. at St Johns School, Quarry Bank Road**

Attendees: Parish Cllrs Mrs Naylor (Chair), Ms Newman, Mrs Abercrombie, Mr Hindmarch, Rev Tillier, Cllr Studd, Mrs Studd, Cllr Kearon, Mrs Corfield, Mr Bibby and Mrs Hughes

Clerk – Mrs C Dillow

Guests: Cllr Kearon, Mr P Butters and Mrs E Mcavan

Ref	Action
13/475	<p><b>Apologies received through Clerk</b> Apologies received from: Cllr Mr Downing.</p>
13/476	<p><b>Declarations of Disclosable Pecuniary Interests relating to items on the agenda</b> Mr Hindmarch declared an interest in item 7.5 planning application 13/00072/FUL</p>
13/477	<p><b>To consider approving and signing minutes of the last Parish Council meeting held on 14<sup>th</sup> February 2013</b> These were approved and signed as a true and accurate record. It was noted that the planning &amp; conservation comments made by the council were not being fed through. Councillors all agree their comments should be recorded properly and feel a letter of complaint should be sent to NULBC. Mrs Naylor and Cllr R Studd confirmed the Nomination forms for the Rural Communities Awards night in April had now been sent off. Mr D Hindmarch noted that the papers for the Methane Coalbeds had still not been received and that it should be standard procedure for the parish council to receive notification, we only found out by seeing a newspaper article. The council all agree a letter should be sent to Staffordshire County Council expressing our concerns and request that we are notified in the future. Mr Butters stated it was an oversight-and that it was an extension to the application not a new application. IGAS (new owners) will honour previous comments and commitments and he would ask for a public information meeting from them. <b>RESOLVED</b> Mr Hindmarch to prepare comments for County Council for clerk to submit. Council all agreed.</p> <p align="right"><b>WN Clerk</b></p> <p align="right"><b>DN Clerk</b></p>
13/478	<p><b>Public Participation:</b> No members present.</p>
13/479	<p><b>Clerk's Report and Financial Statement</b></p> <p><b><i>To note the current budget position statement</i></b> This was noted, currently it was envisaged that the Reserves would remain in a similar state as last year, due to grants received.</p> <p><b><i>To approve payments/orders, receipts and transfers</i></b> The payments were approved in accordance with Schedule 1.</p>
13/480	<p><b>Chairman and Portfolio Reports</b> Chairman's Update (Parish Cllr Naylor) Mrs Naylor had previously circulated the Chair's report. It was agreed to take the issues in order of the report.</p> <p><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> Mrs Naylor confirmed that the application had now been sent off.</p>

Ref	Action
	<p><b><i>Revival of the Footpath at Red Heath</i></b>                      Cllr Kearon reported there is a long waiting list; currently they are processing 4 a year. The clerk reported that she had received a telephone call from Michael Murphy of Staffordshire County Council explaining the works requested are in a queue and there is a long waiting list, the county council has been trying to source additional resources and they now have some which will go some way to help move the back log. <b>RESOLVED</b> Mrs Naylor to look at alternative ways to try and move works forward.</p> <p><b><i>To receive an update on the Yew Tree irrigation, bus stop/turning improvements and noticeboard installation</i></b>                      Mrs Naylor reported that the no entry signs have now been lowered but the signs at Whitmore lane cannot be re-sited, lowered or re-angled due to services below ground</p> <p><b><i>To note issues regarding Hollywood</i></b>                      Nothing to report</p> <p><b><i>To receive an update on Keele Golf Course</i></b>                      Mrs Naylor reported that the Course has been run down over recent years and Newcastle Borough Council is looking for interested parties to lease and improve the Course. (Further comments given in the Chair's report)</p> <p><b><i>To note issues included in Chairman's report and consider for future agenda:</i></b></p> <ul style="list-style-type: none"> <li>• <b>Village Centre Bus Movement Review</b>                      Clerk to contact Bob Wright project manager of Staffordshire County Council for an opportunity at some point in the future (June?) for KPC to discuss and assess how the new bus movements and pickup locations are operating in the village centre</li> <li>• <b>CCTV Feasibility Pepper St / Hollywood Garage Site ongoing</b></li> <li>• <b>Knights Croft parking Issues currently being handled by Aspire Housing</b></li> <li>• <b>Poison Pen Letters</b></li> </ul> <p>It was noted that some Cllrs have received letters inappropriate letters of a harassment / bullying nature, the letters have been passed to the police and they are dealing with the matter.</p>
13/481	<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• <b>Completion of acceptance of office by Councillor Jane Corfield</b>                      Acceptance of office was completed and signed by new councillor Mrs J Corfield and witnessed and signed by the clerk.</li> <li>• <b>Approval of Asset Register &amp; increase of insurance premium for audit 12/13</b>                      The clerk reported the additional &amp; revised premium to amend the insurance to agree with the values on the latest asset register and that she had found a company who were happy to value the memorial as well as the two memorials in Audley. <b>RESOLVED</b> the council agreed they would prefer to wait for the actual value of the war memorial and an accurate revised insurance premium before approving the asset register. The council all agreed they are happy to pay 1/3 of the cost of the valuation.</li> <li>• <b>Code of conduct – Councillor Training</b></li> </ul>

WN

Next  
Agenda  
Clerk

WN

Clerk  
Next  
Agenda

Ref		Action
13/482	<p><b>Highways</b>  <b>To consider further action on the Finney Green lighting request (Cllr Kearon)</b>                      Cllr Kearon reported that they are looking at installing 2 extra units in addition to the 2 already there. When the new budget comes out they may think about getting the lights in place. It may have to go back to Cabinet to be revisited and a new decision made.</p> <p><b>Section 53 Red Heath Footpath to receive comments from Staffordshire County Council</b>                      Discussed earlier on agenda</p> <p><b>Quarry Bank Parking Proposals for discussion – comments to be provided</b>                      Keele Parish Council discussed the Quarry Bank traffic management proposals at length and a range of views which had been given to members of Keele Parish Council were added to the discussion. Councillors reiterated the approach they had asked for at a meeting with Maryanne Raftery last summer; that the survey should look wider than Quarry Bank Road to take into account other parts of the village which inevitably will be affected by any changes to Quarry Bank Road. These considerations did not appear in this report raising deep concern  <b>RESOLVED</b> The Parish Council is disappointed there was not a more holistic approach to parking in the whole of the village. Councillors all agreed they would wait for the consultation letters to go out to residents in the first instance and will request to see the general response and the County’s final proposals Cllr Kearon suggested that before a meeting could be arranged with village residents. The Parish Council’s overall view was that this would only further delay any specific action to resolve a very difficult parking issue.</p> <p><b>To receive an update on village residents parking zone</b>                      It was noted that the issue is ‘ongoing’ and that the Borough Councillors will try to get the matter of dedicated spaces in the village street to be considered again by the County Council</p>	<p><b>Clerk</b>  <b>Next</b>  <b>Agenda</b></p>
13/483	<p><b>Amenities</b></p> <ul style="list-style-type: none"> <li>• To receive an update on the Rural Runabout (Mrs A Studd)                      Mrs A Studd reported that they now have a driver in place from Keele</li> <li>• To receive update Grade II Listed War Memorial                      Discussed earlier on agenda</li> <li>• To consider a bid for the Community Paths Initiative footpath improvements – 13/14</li> </ul> <p><b>RESOLVED</b> Mr D Hindmarch to prepare a spreadsheet to enable information to be collated of problem footpaths to be sent to the clerk.                      Councillors: Mrs Naylor, Mr Hindmarch, Mrs Abercrombie, Mrs Tillier &amp; Mr Bibby will collate the information for submission by 1<sup>st</sup> April 2013.</p>	<p><b>Clerk</b>  <b>WN</b>  <b>DH</b>  <b>AA</b>  <b>JT</b>  <b>GB</b></p>

Ref		Action
13/484	<p><b>Planning</b> To provide and agree comments on planning applications received</p> <ul style="list-style-type: none"> <li>• <a href="#">Proposed single storey plant room extension within the internal courtyard</a> The Huxley Building Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire Ref. No: 13/00152/FUL</li> </ul> <p>The parish council wished to make no comments on this application.</p> <ul style="list-style-type: none"> <li>• <a href="#">Extensions to dwelling house</a> 12 Highway Lane Keele Newcastle Under Lyme Staffordshire ST5 5AN Ref. No: 13/00072/FUL</li> </ul> <p>The parish council wished to make the following comments:</p> <p>It was <b>RESOLVED</b> that Keele Parish Council objections to this application on were as follows: the amount of timber cladding especially to the front of the property, it is out of character for Keele's village style. The plans / drawings do not appear to be factual in reference to the existing building.</p> <p>Keele Parish Council is concerned from reading the plans that there appears to be a doubling in size to the existing building.</p> <p>There are concerns about the proposed standing for a caravan. The location of this would infringe the instruction given by the planning inspectorate at the last appeal on this land since this would result in the closing up of a visually important gap in the street scene.</p> <p>Caravans generally are not allowed to be permanently situated on other sites, other than those specially designated for the purpose within the Borough and we should not encourage the practice which often has an adverse impact on neighbours or on the openness of the landscape, as in this instance.</p> <p>A condition needs to be imposed to secure this.</p> <ul style="list-style-type: none"> <li>• <b>To receive an update on Hawthorns application</b> Mr D Hindmarch reported that more detailed plans should be available by April and following the 2 consultations no actual changes were noted.</li> <li>• <b>Exploratory coalbed methane boreholes at Keele University - N.12/10/299 M</b> Discussed earlier on the agenda</li> <li>• <b>To receive an update on SHLAA site allocations</b> This is still going through, Helen Beech of NULBC will get back in touch by 23<sup>rd</sup> March 2013</li> </ul>	
13/485	<p>Village Hall Matters</p> <ul style="list-style-type: none"> <li>• <b>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 committee</b> Mrs Tillier and Mrs Hughes reported that they had still not had a date for an informal meeting with the village hall management committee.</li> <li>• <b>To receive the date of Village Hall Committee AGM</b></li> </ul> <p>The clerk reported that she has sent a letter to the secretary requesting the date of their AGM but as yet no date is available. Mrs Tillier and Mrs Hughes need to</p>	

Clerk  
Next

Ref	Action
	<b>Agenda</b>
13/486	<p>be informed when the date is known so they can attend the meeting as representatives of the parish council.</p> <p><b>To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Abercrombie)</b>                      Mrs Abercrombie reported she had received 10 shed alarms for Keele residents funded by the LAP, 7 have been allocated and there are 3 still available.</p>
13/487	<p>Courses funded by the European social fund have been successful 10 out of 12 people have gone on to jobs or further courses.</p> <p><b>Conservation Matters</b>                      No update at present</p>
13/488	<p><b>To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)</b>                      Nothing to report for this meeting.</p>
13/489	<p><b>To receive an update from Borough Standards Committee (Parish Cllr Naylor)</b>                      Nothing to report for this meeting.</p>
13/490	<p><b>To consider support for Community Chest applications received - unspent balance is £250.00</b></p> <p>An application was received from The Parish Church of St John The Baptist, Keele <b>RESOLVED</b> the application and bank statements were accepted and the grant approved.</p> <p><b>To consider applications for Keele Parish Council Grant Programme £500 - unspent balance is £135</b></p> <p>No further applications were received.</p>
13/491	<p>To consider Keele Parish Council Grant Programme for 2013/14</p> <p><b>To receive an update from Borough/County Councillor – Cllr S Tagg, Cllr R Studd and Cllr T Kearon</b>                      Cllr Kearon reported that BT Open Reach was delayed for 2 days and people were left in limbo. It had now been declared resolved and was put down to a performance indicator                      In regards to the recent spate of burglaries in the area, police have the offender in custody and a court date has been set. He has admitted to wandering around the university campus but residents can be assured he is now on remand.</p>
13/492	<p><b>Papers and correspondence received</b>  <b>To consider Community Council of Staffordshire Parish Recycling Scheme</b>                      The clerk reported the scheme to the council, <b>RESOLVED</b> the council all agreed they do not wish to go ahead with the scheme as they already have recycling banks in the area and the Borough collections are good</p> <p><b><i>To review papers and correspondence and consider if any item requires further action on next agenda</i></b>                      An application to renew the councils membership with The Community Council of Staffordshire was received, <b>RESOLVED</b> the council are happy to renew the membership for 2013/14.</p>
13/493	<p><b>Items for future agenda / decisions</b></p>

**Next  
Agenda**

Ref	Action
	<ul style="list-style-type: none"> <li>- Red Heath Section 53 update on schedule of works</li> <li>- Village centre bus movement review</li> <li>- Quarry bank parking proposals – residents response to be reviewed</li> <li>- Response from Borough Council / County Council re receiving planning applications in good time and the parish council comments being recorded in the public domain and actually being seen by Planning Committee members, as there is doubt whether this is happening.</li> </ul>
13/494	<p><b>Dates of future meetings</b> To note the date of future meetings as follows:</p> <ul style="list-style-type: none"> <li>- Tuesday 16<sup>th</sup> April 2013 – Annual Parish Meeting at 7pm, followed by Full Council at 7.30pm at Keele Village Hall</li> <li>- Further dates to be set with the acting clerk</li> </ul>
13/495	<p><b><i>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</i></b></p> <ul style="list-style-type: none"> <li>- <b>To review maintenance contract for Keele Christmas Tree Farm</b></li> </ul> <p><b>RESOLVED</b> the council all agreed they are happy to proceed with the maintenance contact for 2013/14.</p>
	<p><b>Meeting Closed 21.30pm</b></p>