

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Thursday 9<sup>th</sup> May 2013 at 7.00p.m. at The Sustainability Hub, Keele University, Keele**

Attendees: Parish Cllrs Mrs Naylor (Chair), Mrs Abercrombie, Mr Hindmarch, Mr Downing, Cllr R Studd, Mrs Hughes

Clerk – Mrs C Dillow

Guests: Mr D Baker, Mr D Roberts, Mr P Butters, Mr P Toon, Mr M Hopkins, Mr D Bray and Cllr T Kearon

Ref	Action
13/516	<b>To nominate and elect the Chair</b> Cllr Mrs Naylor was proposed and seconded and elected as chairman for a further 12 months. Declaration of acceptance to be signed in front of the clerk at the next meeting. The clerk was asked to add the term of chairman to the agenda for the next meeting for discussion. Mr Hindmarch expressed thanks to Mrs Naylor for the way she runs the team.
13/517	<b>To nominate and elect Vice-Chair</b> Cllr Mrs Newman was proposed and seconded and elected as Vice Chair for a further 12 months.
13/518	<b>Apologies received through Clerk</b> Apologies received from: Mrs Newman, Mrs Studd, Rev Tillier, Mrs Corfield and Cllr T Kearon to arrive late
13/519	<b>Declarations of Disclosable Pecuniary Interests relating to items on the agenda</b> Mr Downing declared an interest in item 9.4 of the agenda
13/520	<b>Public Participation:</b> No members of the public present
13/521	<b>Presentations:</b> <ul style="list-style-type: none"> <li>• To receive a presentation from 2 x members of NULBC finance department regarding recent council tax increase and precept – Mr D Baker and Mr D Roberts of NULBC finance department attended the meeting and gave a presentation to members explaining how the council tax is calculated and how this affects the current increase shown in terms of the parish councils precept request. Mr Baker confirmed that there should be a further meeting available in September for clerks in preparation for next year. Mrs Naylor thanked Mr Roberts &amp; Mr Baker for attending the meeting and that following their presentation members now have a clearer understanding.</li> <li>• To receive a presentation from Mr P Butters of Keele University regarding Methane Coalbeds – Mr Butters Head of Development and Estates Keele University along with Mr P Toon Land &amp; Planning Manager IGAS, Mr M Hopkins Director of planning &amp; development and Mr D Bray Principal Planning officer Staffordshire County Council attended the meeting and gave an informative presentation to members on Methane Coalbed drilling. Mrs Naylor thanked the guests for attending the meeting and giving the presentation.</li> </ul>
13/522	Cllr T Kearon arrived at 8.10pm <b>To consider approving and signing minutes of the Annual Parish Meeting and the last Parish Council meeting held on 16<sup>th</sup> April 2013.</b>

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	<p>These were approved and signed as a true and accurate record. Mrs Naylor confirmed that regarding the refurbishment of the "1% for Art" sculptures located along the bypass/Keele Road and Station Road; £800.00 funding has been secured for the renovation work. Mr Downing commented that regarding item 13/503 Quarry Bank Parking proposals, the school is against the proposals and they have asked for a meeting with Mrs Nutter the Community Traffic Management Officer at Staffordshire County Council, also a resident from Knights Croft has made a complaint to Mrs Nutter but said that her response was very rude.</p>
13/523	<p><b>Clerk's Report and Financial Statement</b> <b>To approve payments/orders, receipts and transfers</b> The payments were approved in accordance with Schedule 1.</p> <p><b>To approve year end accounts 2012/13</b> The clerk circulated the accounts for year end (unaudited) they were approved as a true record and signed by the Chairman</p>
13/524	<p><b>Chairman and Portfolio Reports</b> Chairman's Update (Parish Cllr Naylor)</p> <ul style="list-style-type: none"> <li>To note the latest regarding the refurbishment of the "1% for Art" sculptures located along the bypass/Keele Road and Station Road – this was discussed earlier on the agenda</li> <li>To note issues regarding Hollywood - nothing to report</li> <li>To note issues included in Chairman's report and consider for future agenda – nothing to report</li> </ul>
13/525	<p><b>Highways</b></p> <ul style="list-style-type: none"> <li>Footpath Pepper Street from bypass to Quarry Bank (Mrs S M Hughes) – Mrs Hughes is absent from the meeting <b>RESOLVED</b> to move this item to the next agenda. The Chairman report that the drains in Pepper Street are still blocked and it need reporting to Highways, they have cleared by the Golf Course now. <b>RESOLVED</b> clerk to report drains to highways. <b>Clerk</b></li> <li>Update on Street Signs – the clerk reported she has chased the Borough Council regarding the outstanding signs and was informed that Phil Gooding is the person dealing with this, unfortunately he was out of the office but an update was promised, this has not been received as yet. <b>RESOLVED</b> clerk to chase this up again and add to the agenda for next Keele parish council meeting. <b>Clerk</b></li> </ul>
13/526	<p><b>Amenities</b></p> <ul style="list-style-type: none"> <li>To receive an update on the Rural Runabout (Mrs A Studd) – No report available as Mrs Studd is absent from the meeting. Mrs Naylor commented that the signs need replacing as they are faded</li> </ul>
13/527	<p><b>Planning</b> To provide and agree comments on applications received:</p> <ul style="list-style-type: none"> <li><a href="#">Proposed shelter</a> Stephenson Building Keele Science Park Keele Newcastle-under-Lyme Staffordshire ST5 5SP Ref. No: 13/00330/FUL</li> <li><a href="#">Application for approval of the colour details of the steel container and exhaust for the generator as required by condition 05 of planning permission reference 12/00799/FUL - Proposed standby generator housing and associated compound</a> The Hawthorns Keele University Station Road Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 12/00799/CN05 - the council were unable to comment on this</li> </ul>

Ref	Action
	<p>application as no papers had been received</p> <ul style="list-style-type: none"> <li>• <a href="#">Various advertisement signs</a> Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 13/00297/ADV</li> <li>• <a href="#">Single storey extension</a> 28 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR Ref. No: 13/00279/FUL - Cllr R Studd commented that there is a query and a worry in relation to the culvert</li> <li>• <a href="#">Erection of a steel framed secure cycle store</a> Barnes Hall Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 13/00268/FUL</li> </ul> <p><b>RESOLVED</b> Clerk to request an extension to all the above planning applications for comments to be received before the next parish council meeting</p> <p style="text-align: right;"><b>Clerk</b></p>
	<ul style="list-style-type: none"> <li>• To receive update on SHLAA site allocations and approve letter to be sent from parish council – Mrs Naylor read out the letter to members <b>RESOLVED</b> clerk to send letter to Mr G Benson Head of Planning NULBC. Mr Hindmarch also commented that there have been significant changes to the Management Centre; members agreed they are happy for a 2<sup>nd</sup> letter to be sent to Mr G Benson regarding the changes, Clerk to send letters on behalf of the parish council.</li> </ul> <p style="text-align: right;"><b>WN DH Clerk</b></p>
13/528	<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).</b></li> </ul> <p>Rev Tillier was absent from the meeting, Mrs Abercrombie and Cllr R Studd reported that they had attended the Village Hall Annual General Meeting, the majority of the committee stood down and a new committee formed. Mrs Abercrombie is to co-ordinate a meeting for next week. It was noted that the AGM was not widely advertised. The clerk was asked to write a letter of thanks to the past committee.</p> <p style="text-align: right;"><b>Clerk</b></p>
13/529	<p><b>To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Abercrombie)</b></p> <p>Cllr Kearon reported that the Borough Council is looking into making more use of LAP and giving more funds to make them more effective. It was noted that other people / groups are able to attend the LAP meetings, to be discussed further at next meeting.</p>
13/530	<p><b>To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)</b></p> <p>Mrs Naylor reported that she had contacted SPCA to comment on the way emails were being received, they are not useful in current presentation; a title and a brief summary is required.</p>
13/531	<p><b>To receive an update from Borough Standards Committee (Parish Cllr Naylor)</b></p> <p>Nothing to report for this meeting.</p>

Ref		Action
13/532	<p><b>To receive an update from Borough Sports Council (Parish Cllr Downing)</b> Nothing to report for this meeting</p>	
13/533	<p><b>To consider support for Keele Parish Council applications received - unspent balance is £500.00</b></p> <ul style="list-style-type: none"> <li>• <b>To consider request from Keele WI</b> The clerk tabled the details of the WI's request for support to help with the cost of room hire for the forth coming year. A discussion took place and Mr Hindmarch suggested for future years the council looks at reviewing its grants policy possibly to 50/50 grant funding for all applications. Cllr R Studd proposed £250.00 to support the WI, following a vote 5 in favour and 1 abstention, <b>RESOLVED</b> to support the amount of £250.00 with a comment to be made that the council will be looking at reviewing their grant policy for future years.</li> </ul>	
13/534	<p><b>To receive an update from Borough/County Councillor – Cllr S Tagg, Cllr R Studd and Cllr T Kearon</b> Cllr Studd reported a lot of complaints had been received from Pump Lane / Knights Croft about firing noises, it was due to the gas gun (bird scarer )going off very frequently but this was rectified within half an hour after intervention of the PCSO's and consultation with Mrs Naylor. It was noted that a white van had been seen parked in 3 Mile Lane and a man was seen firing an air gun at targets...this should be reported to Police. Cllr Kearon proposed that new Councillor Mr D Huckfield be invited to future parish council meetings.</p>	
13/535	<p><b>Papers and correspondence received</b></p> <ul style="list-style-type: none"> <li>• To receive letter from NULBC re playground inspections – Clerk tabled the letter informing that NULBC can carry out inspections for £80.00; this is not applicable to the parish council as they have no play areas.</li> <li>• The clerk reported that she had received an SPCA bulletin reminding that proposals to grant parish councils the power to use internet banking facilities have not yet been translated into law, <b>RESOLVED</b> the council will continue to use the original method and pay by cheque until the law has been officially changed.</li> <li>• CPRE AGM – Mr Hindmarch suggested if anyone has any points they would like raising can they let him know before the AGM.</li> </ul> <p><b><i>To review papers and correspondence and consider if any item requires further action on next agenda</i></b> No further action required</p>	
13/536	<p><b>Items for future agenda / decisions</b></p> <ul style="list-style-type: none"> <li>- Quarry Bank Parking proposal</li> <li>- Village centre bus movement review</li> <li>- Response from Guy Benson re further letter concerning planning applications</li> <li>- To receive footpath spreadsheet / surveys</li> <li>- Red Heath section 53 update on schedule of works</li> <li>- LAP Meetings</li> <li>- To review term of Chairman</li> <li>- Update on street signs</li> </ul>	

**Meeting Closed 21.50pm**

