

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Thursday 12<sup>th</sup> September 2013 at 7.00 p.m. at St Johns Primary School, Quarry Bank Road, Keele**

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

Clerk – Mrs C Dillow

Guests: Mr D McCarthy Welfare Officer Keele University Mr J Peacock Estates Team, Keele University and 1 member of the public

Ref	Action
13/606	<b>Apologies received through Clerk</b> Apologies received from: Mr J Downing and Mrs J Corfield
13/607	<b>Declarations of Disclosable Pecuniary Interests relating to items on the agenda:</b> None declared
13/608	<b>To consider approving and signing minutes of the last Parish Council meeting held 8<sup>th</sup> August 2013</b> These were approved and signed as a true and accurate record.
	Mrs Naylor requested the Clerk takes off the heading Portfolio Reports under the Chairman section on future agendas.
13/609	<b>Public Participation:</b> 1 Member of the public attended the meeting to express concerns regarding the trees in the Knights Croft Area, TV signals to Sky in the are failing and residents are having to put their lights on during the daytime as the trees are blocking light. Mrs Naylor commented that the parish council are aware of the problems and she has already had several meetings with the school and land owners of the trees, the Parish Council have also written to Aspire Housing but to date have received no reply; The land owner is happy to cut back and re-shape the trees. Cllr R Studd commented that County Councillor Mr Huckfield should be involved in future meetings when a date has been arranged. <b>Resolved</b> Parish Council to wait date of further meeting and Mrs Newman will do a flyer / letter to the residents of Knights Croft only to keep them updated of the situation. <b>VN</b>
13/610	<b>To receive an update on the buses movement review in Keele Village and to receive response from bus companies to parish council letter</b> The clerk read out the responses received from the bus companies regarding the ending of the X75 service by Bakers buses, the bus movement review for July & August provided by First Bus for the 25 service and the reply from First bus regarding the Gold Livery Service and bus stop cleaning. <b>Resolved</b> Mrs Naylor to put together a response noting we do remember a different approach. <b>WN</b>
13/611	<b>Clerk's Report and Financial Statement</b> <ul style="list-style-type: none"> <li><b>To approve payments/orders, receipts and transfers as attached – see Appendix 1</b> The payments were approved in accordance with Appendix 1</li> </ul>
13/612	<b>Chairman and Portfolio Reports</b> Chairman's Update (Parish Cllr Naylor) <ul style="list-style-type: none"> <li>To note issues included in Chairman's report and consider for future agenda</li> </ul> Mrs Naylor reported the hedges along Quarry Bank need cutting back, landowners to be approached. Mrs Hughes commented that too much rubbish is being dumped in the hedges and debris lies on the paths. Mrs Naylor has approached Mr Pickerall about the cost of extra pavement sweeping. Mrs Abercrombie noted she had seen Street Scene doing Station Road, also the sign on A525 bypass, facing Pepper Street is covered in foliage requiring cutting back. Clerk to report to Highways but if needs be the clerk has permission to commission Mr S Hough to cut back the foliage. <b>Clerk</b> <ul style="list-style-type: none"> <li>To receive an update on tree control on the School premises – this was discussed earlier on the agenda under public participation.</li> </ul>

Ref		Action
13/613	<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>Staffordshire Playing Fields Association Subscriptions 2013/14</li> </ul> <p><b>Resolved</b> to not join the SPFA as there are no playing fields in Keele</p>	
13/614	<p><b>Highways</b></p> <ul style="list-style-type: none"> <li>To receive update on changes to speed limit Station Road</li> </ul> <p>The clerk has still been unable to obtain any further information and will chase again. Mrs Studd reported that a speed check had recently been carried out but it was before school times so there were hardly any cars.</p> <ul style="list-style-type: none"> <li>Footpaths / Potholes / Hedge Cutting</li> </ul> <p>Mrs Hughes noted that the hedges in Station Rd to the right are very overgrown and views are restricted. Cllr R Studd noted that the state of the footpath outside Hawthorns has deteriorated further; he has already reported this to County Councillor Mr D Huckfield.</p> <ul style="list-style-type: none"> <li>Work for Street Scene / commissioning path sweeping</li> </ul> <p>This was discussed earlier on the agenda under Chairman's reports</p> <ul style="list-style-type: none"> <li>To receive an update on 'Warning horse' signs</li> </ul> <p>The clerk read out the response from Mrs A Nutter of Staffordshire County Council following the request for Horse Signs, it was noted that the request has now been placed in the Divisional Highways Programme.</p>	<p><b>Clerk</b></p> <p><b>WN</b></p>
13/615	<p><b>Dog Fouling</b></p> <ul style="list-style-type: none"> <li>To receive an update on yellow painted signs / dog fouling signs</li> </ul> <p>The clerk reported since the last meeting she has tried to contact Mr David Beardmore at Newcastle Borough Council via email and telephone on several occasions but has received no reply, the clerk will keep trying. Cllr Kearon asked the clerk to send him details and he will look into the matter. It was noted the Litter Picker reported he is picking up dog poo bags being dumped in the hedges in the same locations frequently.</p>	<p><b>Clerk</b></p>
13/616	<p><b>Mr G Bibby arrived at 8.20pm</b></p> <p><b>Keele Homes - Mrs S Hughes</b></p> <p>Mrs Hughes has received a number of concerns from residents that this is another large proposal for the erection of new homes in Keele, it has also been noted how much input the Parish Council have had on the Hawthorns application, they are questioning if the same amount will be given? Mrs Naylor commented that there is currently no planning application available, only when this has been received can the Parish Council make any comments on the proposal.</p>	
13/617	<p><b>Hawthorns Application</b></p> <ul style="list-style-type: none"> <li>To receive reply from J Porritt / P Farrelly</li> </ul> <p>Following the replies received from Mr Porritt and Mr Farrelly to the Parish Councils letters it was agreed Mr G Bibby will draft further responses to both letters to be circulated via email and agreed by all members. Once approved they will be sent via the clerk on letter headed paper. It was noted that a representative of Keele Parish Council to attend the planning committee hearing will need to be decided. Cllr Kearon commented that he is happy to share his draft comments / statements.</p>	<p><b>GB</b></p> <p><b>Clerk</b></p>
13/618	<p><b>Amenities</b></p> <ul style="list-style-type: none"> <li>To receive an update on the Rural Runabout (Mrs A Studd)</li> </ul> <p>Mrs Studd reported they are going ahead with the purchase of a new bus kitted out with a wheel chair ramp and a hoist which is more suitable, the bus will also have parking sensors. There is money available from the County Council toward the cost that has been saved.</p>	
13/619	<p><b>Planning</b></p> <p>To provide and agree comments on planning applications received:</p> <ul style="list-style-type: none"> <li>13/00634/FUL Extension to David Weatherall Building</li> </ul> <p><b>Resolved</b> the parish council do not wish to make a comment on this application.</p> <ul style="list-style-type: none"> <li>Method of receiving planning applications – for consideration of presentation</li> </ul> <p><b>Resolved</b> to invite members of Newcastle Borough Council planning department to give a 15 minute presentation at the start of the next parish council meeting (or</p>	<p><b>Clerk</b></p>

Ref	Action
	a later date if they are unable to attend)
13/620	<p><b>To receive update from the Parish Plan working group (Parish Cllr Hindmarch and Cllr Newman)</b></p> <p>It was reported there is to be a further meeting to review the issues to be looked at, this will then go to out to public consultation. Mrs Newman asked if the Parish Council website and notice boards can be used for the public consultation, members all agreed this was ok.</p>
13/621	<p><b>Village Hall Matters</b></p> <ul style="list-style-type: none"> <li>• <b>To receive an update from the Village Hall Management Advisory Committee (parish Cllrs Hughes).</b></li> </ul> <p>Mrs Hughes reported that the committee had met and all the safety certificates are now in place and the cleaning is going ahead monthly. The floor requires sanding and sealing, Mr Brereton will obtain a quotation. The hall is now in Band 1 for water rates and they are owed a charitable refund of £67.00. There appears to be a discrepancy in the accounts and various invoices outstanding but this is being looked into, the trustee's paperwork is being processed, quotes are being obtained for cracks in the small room and a licence for alcohol / events is being considered.</p>
13/622	<p><b>To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Abercrombie)</b></p> <p>Mrs Abercrombie reported that the 4<sup>th</sup> version of the LAP constitution has now been sent, there were only 5 LAPS present. It will now be known as Keele Park Site &amp; Silverdale, membership and voting is still to be finalised.</p>
13/623	<p><b>To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)</b></p> <p>Mrs Naylor reported that SPCA had taken quite a hand in the LAP situation and it has been useful.</p>
13/624	<p><b>To receive an update from Borough Standards Committee (Parish Cllr Naylor)</b></p> <p>Nothing to report for this meeting.</p>
13/625	<p><b>To receive an update from Borough Sports Council (Parish Cllr Downing)</b></p> <p>Nothing to report for this meeting.</p>
13/626	<p><b>To receive an update from Borough/County Councillor – Cllr D Huckfield , Cllr R Studd and Cllr T Kearon</b></p> <p>Cllr Kearon reported there will be a meeting on the 24<sup>th</sup> September to discuss the issue of Keele Golf Course, there are 2 contenders to take over, regarding broadband, Open Reach are processing EOI from Newcastle, Keele is currently in category 3, in the areas where there is not enough EOI funding will be available from the County Council.</p>
13/627	<p><b>Papers and correspondence received</b></p> <ul style="list-style-type: none"> <li>• To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda</li> <li>• To receive letter from Tamworth Borough Council re Watchman</li> <li>• Community Council of Staffordshire AGM 7<sup>th</sup> October 2013</li> <li>• Staffordshire Playing Fields Association AGM 16<sup>th</sup> October 2013</li> </ul> <p>All of the above were received and noted.</p>
13/628	<p><b>Items for Future Agenda/Decisions</b></p> <ul style="list-style-type: none"> <li>• Dog Fouling / Yellow painted Signs</li> <li>• Update on speed restrictions</li> <li>• Knights Croft tree issue</li> <li>• LAP constitution</li> <li>• Footpath from Madeley Heath to Keele Joint Project</li> <li>• To consider introducing a community award</li> <li>• Level of Crime In Keele</li> </ul>
13/629	<p><b>Dates of Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Thursday 10<sup>th</sup> October, Keele Sustainability Hub, Keele University, Keele</li> </ul>

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13/630	<p>To consider the following items on the agenda to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1 (2).</p> <p><b>Staffing Issues:</b></p> <ul style="list-style-type: none"><li>• To receive &amp; consider correspondence received from NALC / SLCC - Employee Pay Scales</li></ul> <p>The clerk reported that she has received a recommendation from NALC / SLCC that salary scales of all full and part-time clerks be adjusted in accordance with the new spinal column points and the rates should be applied from 1<sup>st</sup> April 2013. <b>Resolved</b> to adjust the clerk's salary in line with the recommendation.</p> <p><b>Meeting Closed at 9.25pm</b></p>