

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 20th July 2016 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs Mr G Bibby (Chair), Ms V Newman, Dr R Studd, Dr C Harrison, Mr J Downing, Mrs S Hughes, Mr J Borg.

In Attendance: Mrs Simpson, Clerk

There were no members of public present

16/82 **Public Open Forum**

There were no members of the public present so no issues to discuss.

16/83 **Apologies**

Apologies were received from Mr T Snape, Cllr T ~~Kieron~~ Kearon, Mr S Gibbons and Mrs Withington (Clerk).

16/84 **Declarations of Disclosable Pecuniary Interests**

None declared.

16/85 **Minutes of the Regular Parish Meeting held on 15th June 2016**

1. To approve

RESOLVED that the minutes be signed as a true and accurate record, subject to the amendment of "Mr" Newman to read "Ms" Newman in relation to item 16/74.

2. Updates from Matters arising from the last meeting not already on the agenda

- No issues had been received by The Clerk re Virgin Broadband so no letter had been sent.
- With regards to the parking scheme on The Village, it was noted that the County has now changed its procedure and Amey are the responsible body for residents parking. The matter was covered in the Estates meeting held on 30th June and attached to the Chairman's Report. Cllr Kieron approaching the County to determine the current situation.
- Presentation from Jo Hall, Community Outreach Worker had been published on the web site after the last meeting.
- Old Council archives files-action to file at the University still pending.
- Wreathes-there were no individual names or dates on the wreathes-they needed to be added. Mr Bibby and Clerk to resolve.
- Yew Tree newsletter-some were still to be delivered.

TK

GB/Clerk

16/86 **Planning applications – to provide comments on the following:**

Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position regarding development

There had been no further information received on the proposed development.

Pepper Street Planning Enforcement action update, to note the response if any regarding the security of site from the Borough Council and progression to Stage 2 – A meeting had taken place between Chief Executive of Newcastle Borough Council (NBC) John Sellgren, Elaine Elizabeth Shenton and Cllr Naylor, Cllr Kearon, Mrs Hughes, Ms Newman, Mr Studd, and Mr Gibbons. The meeting discussed the security of the landfill and burning spoilt tip.

NBC stated that they were having difficulties locating the landowner. The Council had limited resources and wondered whether other groups e.g. Parish Councils could contribute to the project of securing the site and making it safe.

This approach was not supported by Keele Parish Council.

It was noted that the action could be taken by NBC and then a land charge applied on Land Registry. However, the likelihood of selling the land in the near future due to the economic situation is highly unlikely. Ultimately the responsibility for securing the site lay with NBC.

RESOLVED-Keele Parish Council to write to Newcastle Borough Council stating the matter had been discussed at the meeting of the Parish Council and that ultimately it was the responsibility of NBC under their duty of care to secure the site and make it

safe. Dr R Studd to draft a letter for the Clerk.

**RS/
Clerk**

New Student accommodation and related developments, Keele University, Newcastle-under-Lyme. **Application No: 16/00485/EIA-Town and Country Planning (Environmental Impact Assessment) Regulations 2011 (as amended)-Request for scoping Opinion under regulation 13 (1).** Mr Downing had sent comments to the Clerk but the format could not be opened. Mr Downing to resend to the Clerk.

JD

Application No. 16/00426/FUL-24, Station Road, Keele, Newcastle under Lyme, Staffordshire. ST5 5AH-no comments were noted.

Application No. 16/00576/DEM-Workshops, The Hayling, Pepper Street, Keele, Newcastle under Lyme, Staffordshire. ST5 5AQ-Application for prior notification of proposed demolition of workshop and premises.

The outline Planning Permission that was granted in May 2015 clearly stated that no work could take place on the site until the underground fire has been extinguished. It was the view of Keele Parish Council that this should include demolition works. Mrs Hughes and Dr Harrison to draft a letter and send to the Clerk opposing the application.

**SH/CH
Clerk**

16/87 **Comments on university's plans for development of additional student accommodation**

A Planning application was anticipated for the end of September/early October. A representative would be attending the meeting of the Parish Council in September. There was concern that KPC would not have the time to digest the proposals, consult with the community or prepare questions if the plans were not seen by KPC until the September meeting; thus inhibiting the opportunity for submissions to the planning authority. It was **RESOLVED** that the Clerk would request from Phil Butters the material and information in advance of the September meeting to prepare properly for the application.

**Clerk
Next
agenda**

16/88 **Reports**

1. Chairman's report

The attached report was read out by Mr Bibby. It was noted that there had been issues with the new recycling collection but that smaller vehicles were being sourced to service such areas as Pump Bank. It was noted that there needed to be an up to date list of future meetings of KPC on the web site.

Clerk

2. County Councillor, Cllr D Huckfield and Borough Councillors Naylor and Kearon

There was no report available from Councillor Huckfield. Cllr Naylor had previously circulated her report.

3. Borough Standards Committee.

No meeting so no report available.

4. Betley Keele and Madeley Locality Action Partnership

A report had been previously circulated by Cllr Naylor.

5. Rural Runabout.

**Next
agenda**

Next meeting not until August 2016

6. Village Hall Management Committee Update.

Several old card tables were going to auction. New pottery had been acquired free of charge from Steelite. Costs were being sought for a new aluminium noticeboard. It was unclear if Planning Permission would be needed for a replacement sign, so the Clerk was asked to find out. Enquiries are underway to source funding for toilets for people with disabilities. There are plans for a healthy living event in September and a quiz in October. It was agreed that if minutes of the village hall management committee were available prior to the next meeting of KPC they would be circulated in advance.

SH

to advertise the local public house. It was agreed to ask the Clerk to investigate.

- 4. The suggestion was then raised to suspend Standing Orders and hold no meeting in August 2016.

RESOLVED that Standing Orders would be suspended and no meeting of KPC would take place in August 2016. **RESOLVED** that the Clerk in conjunction with the Chairman be given delegated authority to make essential payments for the month of August 2016

**Clerk/
GB**

Meeting closed at 8:15pm

Approved Payment Schedule Appendix A

bacs 26	C Withington	July Salary	231.55
bacs 26a	C Withington	July Expenses inc mileage	15.00
bacs 27	HMRC	Tax and NI July	57.80
bacs 28	Mr Czwartynski	Litter - July 16	132.00
bacs 29	Smith of Derby Ltd	Churchyard clock service	258.00
bacs 30	W Naylor	Yew tree printing	21.00

Appendix A- KPC Chair's Report: July 2016

- Chris Harrison has now received training in the use of the web portal and will work with me in the first instance in updating the website and in its ongoing development.
- The meeting with the University and Helen Beech of NuLBC regarding the area to be designated for the Neighbourhood Plan reach an amicable agreement that designation for the entire parish would be sought. It was agreed that issues regarding the interaction of the Universities planning processes and those of the remainder of the parish would be resolved as they occurred.
- Notes of the Parish Councils' Forum are included as an addendum to this report. Note, they were 'rough' notes taken during the meeting and do not constitute minutes and may contain inaccuracies. Issues tackled included:
 - Neighbourhood Plans
 - Issues with new refuse collection
 - Licensing of events
 - Role of Community Wardens
 - Vision statement by CEO
 - Planning enforcement efficiency
- Notes of the Estates Meeting with Keele University have been attached as an addendum to this document. Issues covered included:
 - Phythopthera outbreak on Keele Hall Lawn
 - Locally run residents' parking for Keele Village
 - New build feedback and future plans
 - Misleading signs at Horwood regarding recycling
 - Dog faeces at Hawthorns: proposed action
 - University residents' group
- Funding has been applied for the Neighbourhood Plan. We have had a response requesting further detail which will be supplied later in August following the return of the Chair and consultant: John Knight. Locality have confirmed this will not be a problem. We also qualify for technical support, in the first case with a housing needs assessment. Progress with this will follow upon designation. Designation letter has been composed and will be submitted on Friday following ratification by this meeting. Brian Besley led an excellent initiative to publicise the plan and collect contact details during the referendum. We now have a contact database of over 50 people.
- Pepper Street Inquiry. No date has yet been set and no further information was uploaded by the appellant.

Addenda:

Parish Councils' Forum; 18th July 2016

Issue with recycling service

25 percent increase in materials has put strain on system. 13 vehicles working well but some access issues due to parked cars and narrow roads. Identifying such areas and returning next day at latest with a small vehicle. Looking at dimensions for small vehicle. 1600 property requests for more boxes, delivering 150 to 250 boxes per day. Should all be done in next 20 days. Delay on food waste liners which were wrong size and were returned. Will post out when available. Staffing being supported by agencies at the moment. Missing boxes being prioritised, email the contact centre. Assisted collection remains in place where households have issues with handling bins and boxes. No plans to produce stickers for boxes, may produce something on the website. Trialling trolley box system.

John Sellgren. New admin has two year plan.

Environment,
Economy,
Public Safety.

Env: pride in place: areas we might do more with limited resources, engaging more people with environmental agenda, fair trade activity e.g a fair trade alliance of all engaged parties. Economy: Newcastle bid and other activities in town mentioned, do other communities want to encourage business to thrive by working together with other partners? Public realm: grants are provided, how might we facilitate small and beautiful projects? Safety: high priority to public safety team and taking multi-agency approach.

Local List: buildings will be scored. Not many new nominations expected.

Request for exemplars with regard to successful community action

Question whether the Borough was in decline

Campaigning for public transport routes, council will add its weight.

Clare asks if survey of rural service centres will be renewed.

Role of Community Wardens: Simon Long. Runs team of 4. Wardens deliver community engagement: allotments, Britain in Bloom [BIB], community events management e.g. Foodfest,. Sponsorship raised £60k per annum plus plants and other materials. Volunteering. 3 comm food gardens where children plans and grow.

Copy of BIB prospectus being circulated to clerks

Clare comments they are now community development officers and that hands-on help is no longer available. The title needs reviewing. Chair comments that we got a much better service prior to the changes. Need to clarify what CW's actually do, perhaps a brief menu?

Update on Neighbourhood Plans. Guy Benson outlines NP process. Hill Chorlton, Loggerheads, September last. Betley has just requested designation, Keele anticipates applying for designation at the end of this week. March Cabinet agree to employ part time officer (temp rolling contract).

Issue from Chapel Hill of Neighbourhood Plan who anticipate beating the JLP to completion, Guy does not know what will happen. Helen Beech will advise on this in due course. What are advantages of NP? Guy: judgement in Cheshire East, green belt is no longer a protection from development. However out of date policies are still to be given weight. In short, highly desirable in an unstable planning environment but NuLBC unsure how they will cope with supporting. £5 to borough for each designated plan will not cover costs.

Planning Enforcement Update

Small upward trend around 200 per annum. Margin growing between new cases and open cases with nearly 250 cases open. However considerable improvement from a prior situation where nearly 800 cases open. However getting back to folk quicker. NPPF has guidance.

Severe mauling from group who did not believe Planning Enforcement was being progressed adequately.

Update on Licensing Sub-Committees

System on application outlined by officer. PCs were not informed but local Councillors asked to inform residents. Objection triggers a three Councillor subcommittee. Temporary event notice discussed, 10 days' notice generally required.

Chapel Hill note that information on a recent festival event was not sent to them nor was it easily available on NuLBC website. They were encouraged to believe that the licensing was the least part of seeking approval. Actual outcome was a complete mess, can we not put in place better access to information on such major events. No good answer was given. Meeting to be set up with Trevor of licensing and another officer.

Rural Policing in the Borough

No representation.

Red text shows comments from PC's.

Notes on 'Estates' meeting 30th June 2016

Attending:

Phil Butters: Director of Estates
Jane Barker: Grounds
Cathy Partington: Deputy Director of Estates
Marian Garland: i/c new build.
Nigel Manning: Security
Tony Kearon: Borough/ Parish Councillor
Robin Studd: Parish Councillor
Graham Bibby: Chair of Parish Council
+1

Locally run residents' parking for Keele Village: Tony Kearon explained the historical situation regarding parking in the village. Despite the University agreeing to administer a scheme, the County restructured its approach to residents' parking, giving the service to Stoke/ Amey. This restructuring still appears to be going on, with the proposal kicked into long grass. The University reinforced its willingness to administer a residents' parking scheme for the village though emphasised it could not police it. It was agreed that the main priority was to establish a scheme and that policing was a secondary issue. Tony is approaching County to determine the current situation after which the Parish Council would respond as appropriate.

Potholes: noted at previous meeting by Val Newman are to be filled.

New build feedback: received and made available on web, next round in begin in August. Plan application submitted late September/ early October. The University will attend a Parish Council meeting prior to submission of the plans to provide us with an update. [17th August]

Discussion of extended consultation: Tony Kieron outlined some of the concerns regarding development at Lindsay worries about Lindsay, specifically those concerning properties being overlooked. University reluctant to call a focus group (c.f. Horwood) together without specific feedback and was concerned about the limited amount of time to do so, they will consider the points raised. The interest of the Parish Council in any planning issues raised was made clear.

Temporary diversion of bus routes to accommodate building: noted and not causing issues

Phytophthora ramorum outbreak on lawn: crown lift hydrides which have not shown signs of disease but will remove a diseased and remove peris. The stumps of removed Rhododendron ponticum will be sprayed repeatedly with glyphosate over the next few years to ensure no regrowth of the rhododendron understory. Himalayan balsam is being sprayed, having colonised cleared areas. The wood, particularly towards Lymes Rd, have been restocked, angling club starting.

Misspelled signs at the back of Horwood are back misdirecting residents on recycling facilities! They will be/ have been removed again. Tony outlined access issues with the new recycling vehicles. University will address the access issues and work with residents of flats on household waste. University will also work with NuLBC with regard to them taking on refuse collection on campus providing the appropriate quality of service can be provided. Boxes for new scheme not out yet delivered to University but in some of village.

Resurfacing footpath round Horwood at this present time.

Dog faeces at Hawthorns: signs going up. Dogs on leads policy developing in woods for Phytophthora ramorum control.

University keen for residents group, making contact with Jane Tillier who has some ideas about how one might be relaunched. Agreed the impetus had to come from residents.