

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 15th February 2017 at 7.00pm at Keele Village Hall, Keele

Attendees: Parish Cllrs Mr G Bibby (Chair), Ms V Newman, Cllr W Naylor, Dr C Harrison, Mrs S Hughes, Mr J Downing, Mr T Snape, Mr J Borg, Dr R Studd
In Attendance: Mrs C Withington Clerk

There were no members of public

16/168 **Public Open Forum**

No issues to discuss.

16/169 **Apologies - Cllr Kearon.**

16/170 **Declarations of Disclosable Pecuniary Interests**

None

16/171 **Minutes of the Parish Council meeting held on 19th January 2017**

1. To approve

Dr Studd asked that the minutes were amended against 16/158 "~~Dr Studd voted against this proposal.~~ **Dr Studd asked for his name to be recorded as voting against this proposal**". **RESOLVED** that subject to the amendments the minutes be approved as a true and accurate record.

2. Matters arising not on the agenda

It was noted that the Yew Tree was due to be delivered the following weekend and would include the Neighbourhood Plan questionnaire was due to be returned also. It was noted that the bus laying over was now resolved. Mr Bibby noted that the two speculative scenarios developed for the Neighbourhood Plan consultation events were available for councillors to view. Dr Harrison stated that in comparison with other neighbouring parishes, the statistics for the website were better than first thought.

16/172 **To approve the final precept increase for 2017/18 – considering the impact of the proposed reduction of S136 by 25% each year (3 years) – See Appendix A**

Discussion took place regarding the likely impact of the S136 grant on the precept, which was still unconfirmed. The options available for the precept were discussed, and it was considered that the precept should be increased to £31.42 per annum (Band D) which would be a 15p per week increase. This will allow there to be funds available for the Neighbourhood Plan and other unplanned expenditure as the reserves are getting low. This will be reviewed next year. **RESOLVED** that the chair's casting vote decided the increase due to a hung vote.

16/173 **Planning applications – to provide comments on the following:**

1. Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position regarding development, security of the site and enforcement (following meeting on 13th February)

A meeting had taken place with KPC representatives (Mr Bibby, Mrs Hughes and Dr Harrison), Borough Councillors Naylor and Kearon, Mr Sellgren, NBC environmental health officers, the fire service and the Chair of Silverdale Parish Council. It was noted that Keele Homes have now purchased the site of the underground fire. NBC reported that there were no enforcement powers as long as there was no activity occurring on the site. If the developers start to remediate the site then Health and Safety regulations will apply. The Yew Tree and website will be used to publicise any information regarding the dangers of the site. It was suggested that Silverdale do the same.

2. [17/00012/FUL](#) Creation of temporary car park and associated works - Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BG **RESOLVED** that there are no comments and it is supported.

- 3. [T1 LIME -CROWN LIFT TO 5M, CROWN THIN 10% + DEADWOOD](#) 18 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR Ref. No: 17/00046/TCA **RESOLVED** that there are no comments.
- 4. [T1 LIME -CROWN LIFT TO 5M, CROWN THIN 10% + DEADWOOD](#) 24 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR Ref. No: 17/00041/TCA - **RESOLVED** that there are no comments and it is supported.
- 5. [T1 OAK -CROWN THIN 10% + DEADWOOD](#) 32 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR Ref. No: 17/00038/TCA - **RESOLVED** that there are no comments and it is supported.
- 6. [T1 LIME -CROWN LIFT TO 5M, CROWN THIN 10% + DEADWOOD T2 LIME -CROWN LIFT TO 5M, CROWN THIN 10% + DEADWOOD T3 LIME -CROWN LIFT TO 5M, CROWN THIN 10% + DEADWOOD](#) 28 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR Ref. No: 17/00039/TCA - **RESOLVED** that there are no comments and it is supported.
- 7. [Modifications to balustrades to balconies within the Great Hall at Keele Hall](#) Keele Hall Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BA Ref. No: 17/00030/LBC - **RESOLVED** that there are no comments.
- 8. FOR INFO ONLY [Application for approval of landscaping scheme as required by condition B3 of planning permission 15/01004/FUL - Proposed student accommodation with carparking \(Barnes, Keele Campus\) and proposed residential development of 83 dwellings with school drop off point, shop and areas of greenspace \(The Hawthorns, Keele Village\).](#) Barnes Campus University Of Keele Newcastle Under Lyme Staffordshire Ref. No: 15/01004/2CNB3 - Noted

16/174 Neighbourhood Plan update and consideration of a draft Parish Council’s Green Belt Policy – Mr G Bibby

The update had been provided in the attached Chair’s report under item 16/177.

16/175 Electoral Review Of Newcastle-Under-Lyme: Draft Recommendations - consultation closes on 3 April 2017 view details at <https://www.lgbce.org.uk> and map at <https://consultation.lgbce.org.uk>

It was noted that Keele was proposed to be a single member ward. This was supported, although it was felt it was likely to increase beyond the projected growth numbers. It was **RESOLVED** that the Clerk would submit comments as follows:

Clerk

a) Keele is a distinct and atypical community that should not be bundled up with neighbouring rural areas OR with neighbouring urban areas with their own distinct identities and weak historical/cultural links to Keele.

b) Projected population growth at Keele by 2022 (primarily on campus) will take Keele over the notional variance for electorate per member for a single councillor.

16/176 Grants

- 1. To consider applications for Community Chest (current balance is £345.55 plus pending £800 KVH)

Cllr Naylor declared an interest and did not take part in the discussion or vote. **RESOLVED** that an application for environmental improvements to the church yard and land behind Knights Croft be approved for £325.

16/177 Reports

- 1. Chairman’s report – Mr G Bibby

This was noted as attached at Appendix B. Mr Bibby noted that he intended to stand down as Chair in May. Ms Newman reported that the Hawthorns shop will close in

December, according to the staff. Ms Newman also suggested that Lymes Road drain belonged to the University. It was also reported that there were large logs painted orange which had created a chicane along Clockhouse Drive by the University. However, people were now driving down the road and were parking. Mr Downing to send over photos so that it can be forwarded to Mrs Jane Barker. Additionally, it was reported that trees were being cut down by the Horwood. Mr Borg to send over photos for the Clerk to report to planning.

JD
JB
Clerk
Next
agenda
WN

A planning application had been received for the Leonard Jones Building, which will be brought to the next meeting. Cllr Naylor to look at the detail in the meantime. There was also a planning application expected for the MCIL building.

Mr Bibby circulated some draft wording for the green belt policy for the Parish. It was **RESOLVED** to approve the following:

Keele Parish Council is committed to maintaining the Green Belt in accordance with local and national planning policy. We oppose any incursions into the Green Belt save those allowed by law, which we will consider and comment on. We recognize that area covered by the Greenbelt may be subject to change in the development of the Joint Local Plan. Nevertheless, the Parish Council remains absolutely committed to resisting any high-density development which would see Keele becoming a suburb of Newcastle.

The Neighbourhood Plan questionnaire was due to be issued. Noted that the referendum will be funded by the Borough Council. It was also noted that the website was up and running.

Keele Drive gullies were reported to be blocked and causing flooding in the Village. This will be raised at the next Estates meeting.

GB
JD
Next
agenda

Parking at St John's school was a problem due to parents being inconsiderate to neighbours. Mr Downing is to raise this with the school.

The boundary signs at Three Miles Lane and Boggs Cottage are to be discussed on the next agenda. Ms Smith will collect the missing boundary sign from Dr Studd.

2. County & Borough Councillors Cllr D Huckfield, Cllr Naylor, Cllr Kearon

Cllr Naylor reported that parked cars are continuing to park along Keele Road. Notes are being placed on their windscreen. Cllr Naylor has called a meeting with Highway Officers to visit the site. Dr Studd noted that there were 65 cars the other day, although on average it is 45. It was suggested that there should be pulling in places to allow traffic to pass safely. Cllr Naylor reported that the appeal for the caravan site at Pepper Street has now been held, and we are now awaiting the outcome from the Planning Inspector. Also the owner of the site at Boggs Cottage has been given a 6 month period to deal with the issue.

Cllr Kearon's reported had been circulated earlier, and was taken as read.

3. Borough Standards Committee – Dr R Studd

Nothing to report.

4. Betley Keele and Madeley Locality Action Partnership – Cllr W Naylor

Nothing to report.

5. Rural Runabout update – Ms Newman

Ms Newman reported that the Chair and Secretary are standing down at the end of the year. A new leaflet has been produced and will be circulated. There is a need for new drivers.

6. Village Hall Management Committee update - Mrs S Hughes

Mrs Hughes reported that the committee had dismantled the old noticeboard. The quiz night was a great success as was the Valentines event. Mr Croft has been appointed at the structural engineer, a bid is currently awaiting consideration for Community Chest funding. Mr Besly has cut back hedges by the gates. The Annual Charity commission return is due to be submitted. Next meeting is planned for 20th March at 6.30pm.

16/178 **Amenities**

- 1. To consider schemes for the Lengthsman (£3) – scheme ends end of March.

This was noted.

16/179 **Other matters for consideration:**

1. Relocation/removal of footpath way marker on Highway Lane – Mr G Bibby
Discussion took place regarding the accuracy of the minutes and it was confirmed they were correct. Advice had been sought from the rights of way officer at the County. He had confirmed there is only a statutory responsibility to way mark where the path leaves the metalled road, therefore it could be removed or located further down the road if not marked. Mr Bibby will bring options back to the next meeting for the way marker.

GB

2. Hawthorns Development allocation of education 106 funding Madeley High School – Mr J Downing
Mr Downing circulated a letter received by St Johns school from Mr Paul Farrelly MP. It was considered as factually incorrect with regards to the Parish Council’s input into the decision to direct the funding to Madeley High. The Clerk is to write to the MP to correct this information and also to copy to Mrs McAvan.

Clerk

3. Hawthorns development schedule – Mr G Bibby
This has been addressed in the Chair’s report.

4. Residents parking scheme in the Village – Mr G Bibby.
Information was awaited from the County.

5. Lych Gate work to first 2 steps – Dr Studd
It was noted that some work needed to be undertaken to the first two steps which were in the Parish Council’s ownership. The Clerk will send details of a contractor to Dr Studd for a quote to be obtained. Dr Studd is to contact Louise Wallace regarding funding.

**Clerk
RS**

6. Litter bins on Three Mile Lane – Cllr W Naylor
This was not currently an issue so it was agreed to monitor the situation in the summer.

7. Update on the way-marker at the top of Highway Lane – Mr G Bibby
This was an error on the agenda.

8. Light pollution on playing fields at University – Ms V Newman
It was agreed that this will be raised again at the next Estates meeting. If there is no action, then Highways and Environmental Health will be contacted.

9. Cutting back hedges overhanging footpaths/highway (Yew Tree article) – Cllr W Naylor
It was agreed that Cllr Naylor will write an article for the Yew Tree. The Clerk is to report the overhanging hedge at Pepper Street to Highways. Letters are also to be written to landowners, once Cllr Naylor has supplied the details to the Clerk.

**WN
Clerk
WN
Clerk**

10. Brash on footway of Three Mile Lane – Mr G Bibby
There was no further action required.

16/180 **Correspondence**

- 1. To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda
- Invitation to attend the Mayors Spring Ball on Friday 21st April – Noted.

16/181 **Financial Statement**

To approve payments/orders, receipts and transfers
RESOLVED that the payments be approved as attached.

16/182 **Any Other Business for future agendas**

None.

Meeting closed at 8.50pm

Approved Payment Schedule – February 2017

BACS & Cheque No.	Expenditure	Details	TOTAL
bacs 62	C Withington	Feb Salary	231.55
bacs 62	C Withington	Feb Expenses inc mileage	15.00
bacs 63	HMRC	Tax and NI Feb	57.80
bacs 64	Mr Czwartynski	Litter - Feb 17 (10p overpayment in Jan)	131.90
bacs 65	Access Irrigation	Yew tree service	480.82
bacs 67	Steve Hough	Lengthsman Quarry Bank Road to A52	240.00
bacs 68	Keele Village Hall MC	NP meetings 10.01 and 24.01	40.00
bacs 69	Graham Bibby	Neighbourhood plan expenses	208.34
		Monthly Total	1,405.41

Appendix A – Approved Budget 2017/18

KEELE PARISH COUNCIL: Approved Budget 17/18				
	Expected Spend 16/17	Appd Budget 16/17	Approved Budget 17/18	Notes
EXPENDITURE				
Clerk's Payment (and office expenses)	4,542	3800	4100	<i>Living wage = £8.25</i>
Litter payment	1,848	1716	1800	
Grounds Maintenance	270	270	300	
General/Admin Expenses	-			
Cllr Expenses/Room hire/Subs/Printing	540	540	540	
Miscellaneous	236	50	50	
Audit	150	150	150	
Insurance	645	610	610	
Remb. Sunday wreaths	113	20	20	
Subscriptions	-			
SPCA	268	272	272	
SLCC	40	40	40	
CPRE	15	15	15	
Community Council	25	27	27	
Village Lengthsman Scheme (£1409 grant)	1,409	0	-	
Church Yard contribution	1,900	950	950	
Village Hall Contribution (Mainten)	500	500	500	
Misc Contg	100	100	100	
Neighbourhood Plan?	-			
Yew Tree Annual Maintenance	400	400	400	
Seats, shelters and Notice Boards	400	400	400	
Special Projects (Consultancy for planning, highways jobs)	500	500	500	
War Memorial	-	100	100	
Other (S136)	306		-	
CPI Footpath grant	-	0	-	
Expenses	-			
Chairman	200	206	210	
Rural Runabout	-	0		
S137 (Church clock)	215	215	215	
VAT (recoverable)	211	0	0	
	14,832	10,881	11,299	

INCOME (- Credit)	16/17 (was 2% increase from 15/16)	Option A - Precept increase 32% to cover budget plus S136
Precept amount	7,902	10,620
Sect 136 funding NBC to be reduced by 25% over 3 years	2,000	1,500
Council tax grant support	214	214
Keele University Litter Contribution	450	450
Village Lengthsman Scheme (£1409)	1,409	-
Bank Account Interest	15	15
VAT Refund	211	
TOTAL INCOME	12,201	12,799.00
Shortfall/(-) Surplus in income		- 1,500
Band D Precept Per property per annum (Tax base was 332 16/17 now 338)	£23.80	£31.42
% Increase from 16/17 (was £23.24 15/16)		32%
Total paid per week (Band D)	£0.46	£0.60
Amount per week increase		-£0.15

Appendix B – Chairs Report February 2017

Keele University Community Representatives Meeting Thursday 26th January

1. Parking

Contractors will have separate parking during the development of residential and academic buildings. The 400 places planned on the 'field of dreams' to replace 350 lost and thus provide additional spaces. Still considering how space will be allocated. A bus will be running past the car park. They are currently assessing the numbers of extra people the works will bring onto campus.

2. Hawthorns

Some blocks will be vacated but other occupied in Autumn 2017. The University is working with Seddons to consider when demolition might commence. Requested to label trees for removal clearly by PC. Shop may close over summer with limited service provided in the canteen for as long as this continues.

3. Lymes Road/ Drive

Drive blocked to prevent 'joy riding'

Drainage issues not on university land but will look at drainage down the drive

4. Accommodation development

NULBC site visit Late Feb/ Early March

Will start with Horwood

Trees likely to be netted earlier than construction starts [i.e. late winter] to prevent nesting birds nesting, accommodation planned to be available from autumn 2018

5. Central Science Labs

[Leonard Jones extension] development going to planning in Feb. Urban Vision and LA supportive of design.

6. MCIL

[New reception and business centre opposite to Sustainability Centre] building going to planning Late Feb/ Early March

7. AOB

Wenslie: verges on Keele Drive. Uni noted possible further passing place in the future.

James: pavement issues around Plantation Park

Val: Drainage of path near junction with Three Mile Lane

Uni: Fishing Club to be started

Graham: please add John Downing to distro list. Regret that still no residents association represented around the table.

Next meeting in last week of March [probably Thursday 30th March]

Green Belt Policy

Following on from the item of the January agenda, I have redrafted our Green Belt policy to be more consistent with the Neighbourhood Plan. This is for discussion in this week's PC meeting. I will present the outcomes at the next KNPG meeting next. The policy combines our original statement with current thinking being developed in the Neighbourhood Plan. It states we will resist any attempt to develop on the greenbelt. You will be aware that this is a possibility for authorities such as ourselves which do not have a secure 5 year housing supply plan. It then looks forward to a revision of current boundaries which might allow limited and appropriate development. It states we will resist any large scale rolling back of greenbelt resulting in extensive, high density development with a suburbanisation of the parish.

Keele Parish Council is committed to maintaining the Green Belt in accordance with local and national planning policy. We oppose any incursions into the Green Belt save those allowed by law, which we will consider and comment on. We recognize that area covered by the Greenbelt may be subject to change in the development of the Joint Local Plan. Nevertheless, the Parish Council remains absolutely committed to resisting any high density development which would see Keele becoming a suburb of Newcastle. We believe that areas might exist, both within and outside the village, where small scale building projects of appropriately designed houses could provide for a growing population and offer a range of dwellings including much needed starter homes and affordable accommodation.

Keele Neighbourhood Plan

The questionnaire has been delivered to all residences in Keele with the exception of student accommodation on campus. The questionnaire has been delivered by Neighbourhood Representatives who can supply additional copies of the questionnaire, support and answer queries. The questionnaire needs to be completed and returned to the Neighbourhood Representatives by the end of February. A copy of the questionnaire and supporting materials, including a question and answer sheet are available here. Dr Harrison has passed contact details of Helen Addams on to the KNPG. Helen has experience of analysing open ended questionnaires and has volunteered to help the plan.

Students will be polled using an electronic questionnaire which will be designed with their needs in mind which will be completed during March. All businesses within the plan area have been contacted by mail and asked to feedback on their needs. Further business consultation will be carried out in the spring. The Universities Master Plan will form part of the Neighbourhood Plan and an initial meeting has taken place between the Neighbourhood Plan Group and the University which confirmed both strands of planning had compatible goals.

Val Newman has completed the KNP website:

<https://keeleneighbourhoodplan.org/> which is currently being populated.

All Keele Neighbourhood Plan Group meetings are open for new people to attend and observe or join the group. Our next meeting is on Tuesday 21st of February at Keele Village

Pepper Street Waste Heap meeting with NuLBC Monday 13th February

Attended by representatives of the Fire Service, NuLBC, Keele Parish Council and Silverdale Parish Council.

The meeting introduced stakeholders to Keele Homes purchasing of the waste site. Around 2 months ago. They are now the legal owners. NuLBC environmental Health are working with Keele Homes with regard to securing the sight. The medium term intentions set out in the outline planning permission for developing housing on the site were discussed. NuLBC are clarifying how much longer the outline permission has to run. Other possible outcomes should the development not occur as planned were discussed. NuLBC made clear they had not powers to enforce the fencing of the sight until such a time as work might begin on its remediation. Equally a failure to adequately secure the site would not impact on any final planning decision regarding the development of housing should this go ahead.. The Fire Service are working in stakeholder communities to educate people, particularly children and young adults with regard to dangers on the site. Keele Parish Council agreed to publicise on the website and in the newsletter upon the receipt of information. KPC members reported seeing both children and adults on the site, 4x4 vehicles have accessed it and at least one individual may have used it for business purposes. NuLBC will report on developments and it was agreed the meeting should reconvene in 4 to 6 weeks' time.

Drainage from Keele Drive

A resident has observed the following issues with drainage into the village. The gullies on terminal Keele Drive are blocked. The relief means that water drains down the drive in heavy rain and into the bus parking area where it overwhelms drainage leading to flooding in the Village. This will be raised with the University as a matter of urgency. A gully on Keele Road, close to the exit from the Old Vicarage is raised above the road surface and thus cannot function correctly. This will be evidenced and reported to the County Council.

Complaint from Resident of Knights' Croft regarding parking

Parents parking at St John's School were reported to be inconsiderate and abusive in their parking e.g. parking on double yellow lines and obstructing visibility for traffic emerging from Knights' Croft. It was suggested that KPC might raise this with the Headteacher or Governors.

Boundary Signage

Current have been surveyed and a proposal is being prepared for submission to KPC and then Highways.