

**MINUTES OF THE ANNUAL KEELE PARISH MEETING**

**Held on Wednesday 19<sup>th</sup> April 2017 at 7.00pm at Keele Village Hall, Keele**

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

2 members of public were present

**1. Minutes of the last Parish meeting held on Wednesday, 20<sup>th</sup> April 2016**

The minutes were noted, having being approved at a previous meeting.

**2. Chairman's Annual Report**

Mr Bibby read out the Annual Report which is attached at Appendix A. The report covered key items such as the precept setting, planning application at Pepper Street, ongoing parking issues, amongst other issues.

**3. To receive Keele Parish Council's Statement of Accounts 16/17 (unaudited)**

The Clerk presented the unaudited accounts (Appendix B) which were currently subject to the internal audit regime. Ms Newman queried the calculations on the balance sheet, which the Clerk agreed to check after the meeting. Mr Booth, queried the liability whether the repaid grant for the Neighbourhood Plan should have been included as a liability. It was confirmed that at the time of producing the accounts, the amount to be repaid was not requested or known.

**4. To receive the Keele Parish Council Village Hall accounts**

The accounts were circulated and accepted. Overall it was noted that there was an increase in lettings. The Village Hall were thanked again for their hard work.

**5. Parochial Charities statement of accounts to the year ended 31<sup>st</sup> December 2016**

This was presented by the Mr A Booth on behalf of the Charity. There was a suggestion that if there were some funding raising efforts, that the amounts paid to the individuals could be increased. Noted that there were 2 new beneficiaries also now known. The Parish Council extended a vote of thanks to the three members of the Trust.

Dr Studd attended at this point.

**6. Any other business**

There was no other business to discuss, ~~Ms Newman~~ Mr Bibby thanked those who attended and closed the meeting at 7.20pm.

## Neighbourhood Plan

Following a public meeting in the spring of 2016, it was decided that Keele Parish Council should launch a Neighbourhood Plan. A Keele Neighbourhood Plan group was formed, drawing together members of the Parish Council and volunteers from the community and a timeline for the plans development drawn up. The group met with Helen Beech of Newcastle under Lyme planning department and the University to decide on the area to be designated. An application was made to have the whole of the Parish designated as the Neighbourhood Plan area with the intention of combining the university's Master Plan with a plan for the remainder of the parish. We were successful in this application for designation, in an application to Locality for a grant to support the plan and also received additional technical assistance in the light of the complex nature of the parish. The technical assistance has resulted in a Housing Needs survey which should be completed in June. A vision statement was drafted and the plan publicised in the community.

Three community consultations were held in the run up to producing a residents' questionnaire, students' questionnaire and business consultation. The Plan Group set up a website and Facebook page and in February Neighbourhood Representatives assisted with the residents' questionnaire. Their hard work ensured that returns from the areas outside of campus were over 72%. The data from the questionnaire was digitised with the help of Education Survey and Research who also assisted in the initial analysis of the results. The student questionnaire is underway and further business consultations and community meetings are planned. Draft policy options will be drawn up in over the summer before further community consultation and the drawing up of a draft plan. It is intended to submit the draft to Newcastle under Lyme in early 2018. Following this the draft will be subject to independent examination and then a referendum of all voters in the designated area.

## Precept

Over many years the Parish Council has tried to keep any increase in the precept roughly in line with the rate of inflation and to ensure that the money has been spent wisely. This year we faced significant challenges as there was a substantial reduction in the grants from Central Government grants to Local Government. As a result both Newcastle under Lyme Borough Council and Staffordshire County Council are reducing the financial support they give to Parish Councils. In the past we have received £2000 per annum from Newcastle under Lyme in recognition that a significant number of residents in the parish do not pay the precept. (Students are exempt from Council Tax). This contribution is to be reduced by 25% each year, falling to zero in just over three years' time. In addition the Lengthsman's scheme run by Staffordshire County Council has been closed. This scheme allowed us to claim around £1409 a year for works on keeping local footways and highways clear, but if the work is to continue we must fund it from the precept.

Had we increased the precept by 2%, in line with inflation, as we have done in the past there would have been a significant shortfall in our annual budget, and this would reduce the Parish Council's activities to a bare minimum and have an impact on the environment of Keele. The Parish Council therefore took the difficult decision to significantly increase the amount of money we raise through the precept to try cover the income we are losing from the Borough and County Councils. As a result a Band D property paying a precept of £23.80 in financial year 2016/17, will be paying £31.42 per year (approximately) for the coming financial year 2017/18. This is an increase of approximately 15p per week per household (Band D), and it will allow the Parish Council to continue to provide necessary services.

## Planning

### Pepper Street

There has been no indication of the development of the Pepper Street site on which the outline planning expires in April 2018. The occupation of buildings on the site was pursued by the Parish and Borough Council's and an eviction order made to the occupant. This was legally challenged by the occupant resulting in a Public Enquiry which upheld the original eviction order.

The Parish Council has also pursued the security and safety of the burning spoil heap the remediation of which was cited as a reason for approving the outline planning application by Keele Homes. Several meetings have been held with Newcastle Borough who assert they have no legal powers to enforce the fencing of the site in the absence of any development. Following unsuccessful attempts to communicate with the then owner of the site, ownership has now passed to Keele Homes who are working with the Borough to improve safety and post warnings.

A plan has been put in place by the Fire and Rescue services to carry out an education campaign concerning the dangers of such sites. Paul Farrelly M.P is has written to the Secretary of State for Communities and Local Government to clarify the legal position.

### University

The application to develop new accommodation at Barnes on the campus was approved in December 2016 following final community consultation. The Parish Council worked closely with the University during its community consultation on the upcoming planning applications for the redevelopment of Lindsey Hall and Horwood and significant alterations were made to the plans in the light of the community response. An application to develop a temporary car park to accommodate parking displaced during development work was made by the University in February. The Parish Council has also offered feedback on plans to extend the Leonard Jones building and has been informed of other ongoing plans for developments on campus. No timeline is currently available for the redevelopment of the Hawthorns site but we understand the site will be vacated by students at the end of 2017.

### Parking

Parking problems in the village area of the parish have significantly worsened this year with heavy parking on Keele Road and on Three Mile Line. Councillors have posted notices on cars illegally parking on the footway or by double white lines as well as reporting incidents to the police. The Parish Council approved Staffordshire County Council's plan to restrict parking on Three Mile Line with double yellow lines and it is anticipated that this work will begin at the end of April. The Parish has worked with the University who will fund a residents parking scheme on The Village once this has been finally approved by Staffordshire County Council. Staffordshire County Council intend to lead a holistic review of parking issues in the village in association with the University. It is hoped that the new University overflow carpark on the development site will improve issues once it becomes available in June. Further options for traffic control on Three Mile Lane and Keele Road are being considered.

### Neighbouring Council

The chair of Keele Parish Council has met with Henryk Adamczuk, chair of Silverdale Parish Council to discuss matters of mutual interest: neighbourhood planning, development and the Ilkley Place playground. We will continue to work with other local parishes and Neighbourhood Plan groups in the coming year.

### Centenary Wreaths

The Parish Council is honouring the memory of those men from the parish who in the Great War. Wreaths are being laid at the war memorial for each of the fallen on the 100<sup>th</sup> anniversary of their deaths. Staffordshire Yeomanry: George Harris, 7th August 1916, North Staffordshire Regiment: Hiram George Harrison, 19th November 1916, Royal Artillery: Walter Henry Fradley, 2nd December 1916, Royal Engineers: Percy Joseph Bates, 28th March 1917 Lincolnshire Yeomanry: Sidney Isaac Oliver, 28th April 1917.

### Footways, Roads and Hedges

We have continued to work with Newcastle Borough Council and Staffordshire County Council to keep the footways and highways in good order and with local residents with regard to the cutting of hedges. Following the closure of Staffordshire County Council's Lengthsman scheme the Parish Council reluctantly increased the precept to allow this work to continue. It is intended to write to all the owners/ users of property with hedges abutting footways to remind them of the need to cut them to prevent obstruction and make sure they are aware that this work does not need wait for the nesting season to end where the hedge may obstruct the footway. A sweep of the village was organised with Newcastle to coincide with lower volumes of parking during the Easter break. It is intended to conduct a similar operation during the Christmas break. The Parish Council would like to thank residents for working with us to ensure the road was free from parked cars during the period of the sweep. Following complaints from residents of Highway Lane that the sign post directing users to the Madeley Byway was resulting in increased misdirected car traffic, the sign has now been removed.

An increase in fly tipping in the parish has been noted, including the dumping of a significant quantities of industrial waste at Leycett. The Parish Council work with both the Borough Council and local landowners to ensure such issues are dealt with as promptly as possible; the Leycett waste has now been cleared as has waste on Lymes Road. We would note that the removal waste tipped on private land, including unadopted highways such as Lymes Road, is the responsibility of the landowners. We are very grateful for the work of such people in helping keep the parish clean and tidy. We are also

grateful for the work of Mr Czwartynski in keeping the parish as litter free as possible.

The Village Hall Committee continue to offer a strong lead. As well as the usual events such as the Yew Knights suppers, Women's Institute, Garden Guild, Yoga and Pilates classes and meetings of the Neighbourhood Plan Group bookings for private events at the hall have increased again this year. Two very successful Pie and Quiz nights have been held and produced a profit for the upkeep of the hall. Unfortunately, structural issues with the building have come to light and an application has been made to Newcastle for funds for a professional survey to be carried out. The Parish Council would like to thank the Village Hall Committee for all their hard work on behalf of the community.

#### Volunteers

Your Parish Councillors, Neighbourhood Plan Group Members and Village Hall Committee all volunteer their time freely to support the parish. We would like to offer our thanks to all those who have helped out over the last year either by involvement in the above bodies or more informally in looking after their community and its residents. I would also like to thank our Clerk: Clare Withington for her diligence and expertise which is absolutely essential in supporting the volunteer councillors.

**Appendix B**

**KEELE PARISH COUNCIL  
BALANCE SHEET AS AT 31 MARCH 2017**

<b>15-16</b>		<b>16-17</b>
<b>£</b>		<b>£</b>
	<b>LONG TERM ASSETS</b>	
0.00	Investments	0.00
0.00	Long term debtors	0.00
<u>0.00</u>		<u>0.00</u>
	<b>CURRENT ASSETS</b>	
0.00	Stocks and stores	0.00
0.00	Debtors (Lengthsman +VHall)	240.00
0.00	Payments in advance	0.00
462.00	VAT recoverable	0.00
0.00	Temporary lendings	0.00
5,417.88	Cash in hand	9,300.63
0.00		<u>9,300.63</u>
<u>5,879.88</u>		
<u>5,879.88</u>		
	<b>TOTAL ASSETS</b>	<b><u>9,540.63</u></b>
	<b>CURRENT LIABILITIES</b>	
950.00	Church yard contribution	0.00
130.00	Grounds Maintenance	270.00
		<u>270.00</u>
<u>1,080.00</u>		
<u>4,799.88</u>		
	<b>NET ASSETS</b>	<b><u>9,270.63</u></b>
	<b>REPRESENTED BY:</b>	
4,799.88	General Fund	9,270.63
0.00	Reserves	0.00
<u>4,799.88</u>		<u>9,270.63</u>

**KEELE PARISH COUNCIL  
PAYMENTS AND RECEIPTS  
FOR THE YEAR ENDED 31 MARCH 2017**

2015-16 £	<b>RECEIPTS RECEIVED DURING 16-17</b>	2016-17 £	Difference
7,724.00	Precept	<b>7,902.00</b>	178.00
2,214.00	Section 136 Contribution and Tax base grant	<b>2,214.00</b>	-
6.53	Bank Interest	<b>5.44</b>	- 1.09
989.00	Village Lengthsman Scheme 14/15 Qtr 3, 4	-	- 989.00
1,409.00	Village Lengthsman Scheme 15/16	-	- 1,409.00
-	Village Lengthsman Scheme 16/17	<b>1,166.00</b>	1,166.00
450.00	Donation towards litter collection 15/16	-	- 450.00
-	Donation towards litter collection 16/17	<b>450.00</b>	450.00
125.60	Litter payment uncashed from 14/15	-	- 125.60
-	VAT refund	<b>672.65</b>	672.65
-	Neighbourhood Plan Grant (Ring Fenced)	<b>7,049.00</b>	7,049.00
977.00	Miscellaneous (War Memorial)	-	- 977.00
20.36	Misc (Other)	<b>65.00</b>	44.64
<b>13,915.49</b>	<b>TOTAL</b>	<b>19,524.09</b>	<b>5,608.60</b>
3,480.16	Clerk's salary	<b>3,709.18</b>	229.02
2,011.70	General Administration	<b>1,855.35</b>	- 156.35
-	Section 136 Concurrent functions	<b>706.28</b>	706.28
1,780.35	Litter collector	<b>1,584.00</b>	- 196.35
200.00	Chairs Allowance	<b>200.00</b>	-
226.00	S137 Payments inc consultancy planning applications	<b>92.50</b>	- 133.50
500.00	Running costs: Village Hall	<b>500.00</b>	-
1,409.00	Highways - village lengthsman scheme	<b>1,406.00</b>	- 3.00
130.00	Parks and open spaces (Grounds Main)	-	- 130.00
-	Amenities - village benches, notice boards	-	-
-	Neighbourhood Plan	<b>3,205.87</b>	3,205.87
-	Capital Expenditure	-	-
986.60	War memorial Refurb	-	- 986.60
-	Provision for doubtful debts	-	-
461.69	VAT	<b>210.96</b>	- 250.73
1,275.66	Miscellaneous (includes Churchyard Contribution & Special Projects)	<b>2,171.20</b>	895.54
<b>12,461.16</b>	<b>TOTAL</b>	<b>15,641.34</b>	3,180.18

**GENERAL FUND**

3,963.55	Balance at 1 April 2016	<b>5,417.88</b>
125.60	Plus uncleared funds from 15-16	-
13,789.89	Total income	<b>19,524.09</b>
12,461.16	Less Total Expenditure	<b>15,641.34</b>
<b>5,417.88</b>	<b>Balance at 31 March 2017</b>	<b>9,300.63</b>

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Wednesday 19<sup>th</sup> April 2017 at 7.00pm at Keele Village Hall, Keele**

Attendees: Parish Cllrs Mr G Bibby (Chair), Cllr W Naylon, Dr C Harrison, Mrs S Hughes, Dr R Studd, Mr S Gibbons, Mr J Downing, Cllr T Kearon, Ms V Newman

In Attendance: Mrs C Withington Clerk

There were 2 members of public present

16/197 **Public Open Forum** – There were no issues raised under this item.

16/198 **Apologies** – Mr J Borg

16/199 **Declarations of Disclosable Pecuniary Interests** – No declarations made.

16/200 **Minutes of the Parish Council meeting held on 15<sup>th</sup> March 2017**

To approve :

**RESOLVED** that the minutes be approved as a true and accurate record.

Updates from Matters arising from the last meeting not already on the agenda:

It was noted that a Keele University Estates meeting was being arranged, potentially for 10<sup>th</sup> May. Ms Newman to forward to all.

VN

The Parish Council were disappointed that the Fire Service did not attend St Johns school to present the information regarding the dangers associated with the underground fire site. The Clerk was asked to chase this up. Mrs Hughes reported seeing 3 people on the site and was asked to report each incident that occurred to 101.

Clerk  
SH

The issue regarding Ilkley Place was due to be discussed at the next Silverdale Parish Council meeting, when they would decide on their next course of action.

A good sweep had been carried out in the village which was possible due to the cars being parked elsewhere. Residents were thanked for their co-operation.

16/201 **Planning applications/permissions – to provide comments/request action:**

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 13<sup>th</sup> February)

It was noted that the Keele Homes were proposing to replace the fence with the equivalent like for like fencing – i.e.. barbed wire. This was not consider to be a satisfactory solution. It was also noted that the majority of the buildings had now been demolished. The Clerk was asked to request a further meeting from Mr Sellgren in order to get the agencies back round the table, as agreed.

Clerk

Mrs Hughes reported that she had received 3 lots of eggs on separate occasions from the occupant of the site. One visit had included a pottery chicken, which Mrs Hughes has not accepted. Mrs Hughes declared the gift for the record. It was suggested that Mrs Hughes should politely decline the gifts in future in writing, and to consider reporting these to the Police if it was becoming a nuisance. Clerk to confirm the procedure.

SH  
Clerk

2. [Proposed telecommunications installation and associated works](#) Grass Verge Alongside A525 Keele Road Keele Newcastle Under Lyme Staffordshire Ref. No: 17/00246/TDET – This was noted.

- 3. First floor rear extension 3 Old Chapel Close Keele Newcastle Staffordshire ST5 5BS Ref. No: 17/00210/FUL – No comments were raised.
- 4. Erection of a building to be used an Innovation and Leadership Facility Land East Of Home Farm Keele Road Keele Newcastle Under Lyme Staffordshire Ref. No: 17/00193/FUL – No comments were raised.

16/202 **Financial Statement and Clerks update**

- 1. To review the litter payment (£8.25 per hour) in line with the new Living Wage (£8.45 per hour) and to appoint the contractor to carry out litter collections for 4 hours each week

**RESOLVED** that this be approved. Clerk to confirm the public liability arrangements for the litter collector, to see if he would be covered under our insurance.

**Clerk**

Mr Gibbons attended at this point.

- 2. To approve payments/orders, receipts and transfers, - Appendix A including the renewal of SPCA (£270), Parish Online subscription (£67.50) and Community Council of Staffordshire (£25)

**RESOLVED** to approve these.

- 3. To approve the draft Statement of Accounts for year ending 2016/17, draft Audit Return 2015/16 and bank reconciliation statement – See Appendix B

Mr Bibby confirmed the bank reconciliation statement agreed with the figure on the bank statements. The other items were noted, subject to internal audit which would be brought to the next meeting for detailed consideration.

- 4. To approve the Asset Register, Internal Controls and Risk Assessment for 2017/18 – See Appendix C

After much discussion, it was agreed to omit the 2 steps of the Lych gate from the asset register, until the ownership had been confirmed with the PCC. Clerk to see if Pump Bank is adopted or not. It was also agreed that the surface was not an asset of the parish council. It was funded for the benefit of the residents of Pump Bank, but not maintained by the Parish Council. Clerk to see if there are any ownership records at Land Registry. Dr Studd believed that paperwork was contained at the bank from years gone by.

**Clerk  
Clerk**

**Clerk**

It was agreed to remove references to the Portfolio Holder on the internal controls, and the annual plan plus parish plan. Subject to the changes it was adopted.

**Clerk**

16/203 **Grants**

- 1. To accept the new allocation for the community chest and the arrangements for the administration, and consider applications for Community Chest

No news had been received about this year's allocation from the Borough Council.

16/204 **Reports**

- 1. Chairman's report – Mr G Bibby including :  
Mr Bibby read out his Chairs report which is attached at Appendix A.
  - a. Neighbourhood Plan update

Mr Bibby provided an update on the current status, following the collection of data through the residents' questionnaire. There was a query regarding the need to define "executive" homes. It was also noted that staff accommodation should include all on the University's payroll eg cleaning, administration, security, lecturers. It was agreed to include the following item regarding the Hawthorns ongoing issues on the next agenda.

**Next agenda**

b. Further safety improvements to Three Mile Lane

Noted that this was expected to be lined at the end of April. Mr Bibby is to raise the issue of the signs for the village with the University at the next meeting. It was noted that the new road layout sign and Silverdale Colliery sign were no longer required and are to be reported to Highways. There was discussion about several vehicles racing around the village. It was agreed to include Keele Road options on the next agenda and to consider the impact of the overflow car park in September. Ms Newman to ask how many spaces can be supplied within the planning laws for staff and students at the next Keele Estates meeting. Mr Bibby had spoken to Rob Steele at Highways regarding a number of highway issues, and it was noted that there will be a new County Councillor who will have a Divisional Highways Programme allocation from May onwards.

**GB**  
**Clerk**  
**Next agenda**  
**VN**

c. Parking issues, next steps

Mr Butters is chasing up the resident parking zone with the County Council.

d. Green Belt Policy

This was approved subject to the deletion of a sentence starting with "*We wish to see the continued success ..... of the parish*".

**GB**

e. Upcoming vacancy on Keele Parish Council

The position regarding Mr Snape was awaited and would be reported to the next meeting.

**Next Agenda**

1. County & Borough Councillors Cllr D Huckfield, Cllr Naylor, Cllr Kearon  
Cllr Naylor reported that the commercial waste flytipped has now been removed at Leycett Lane. The Boggs Cottage enforcement order is still being progressed, with an appeal lodged. The overgrown hedge at Quarry Bank was expected to be cut this weekend. Ms Newman was asked to check if the broadband box was in use by residents at Knights Croft, who may have signed up to Virgin. It was agreed to include broadband on the next agenda.

**VN**  
**Next agenda**

Cllr Kearon reported that he had been in discussion with Peter Hall from the Fire brigade regarding Pepper Street. There was no more news re enforcement action. Potholes were being reported on Keele Bank, which are a hazard to motorbikes and cyclists. There had been a number of near misses on campus. Action is to be taken on Campus regarding the parking on bends near the library.

2. Borough Standards Committee – Dr R Studd – No meeting held

3. Betley Keele and Madeley Locality Action Partnership – Cllr W Naylor – Nothing to report.

4. Rural Runabout update – Ms Newman – There has been more advertising on a Facebook campaign and new leaflets. Usage is being considered in Betley. They were also looking for new drivers and considering students. It was felt that there was little use in Keele due to the bus service. Consideration is to be given to a regular bus for school runs which could bring back students into the village etc. Ms Newman to raise this at the next meeting.

**VN**

5. Village Hall Management Committee update - Mrs S Hughes

Mrs Hughes is to circulate the minutes. A book sale and afternoon tea had been held, plus a quiz. The AGM is expected to take place on 2<sup>nd</sup> May. Dr Harrison to include on the website.

SH  
CH

16/205 **Other matters for consideration:**

1. To consider a quote for the work to the first 2 steps of Lych gate – Dr Studd  
It was noted that 2 out of the 3 quotes had been received, one is to follow. It had been suggested by all that a 3<sup>rd</sup> step be created. Agreement needs to be reached on the ownership of the steps. Dr Studd to arrange a working party to look at other funding sources such as lottery fund, the Church, Heritage Lottery fund, Parish Council contribution. To be considered for the next agenda.

RS

16/206 **Correspondence**

- 1. To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda
  - a. Housing White Paper consultation response (circulated)
  - b. Notice of All Out Elections (circulated) – This was noted.
  - c. Notice of Election of County Councillors (circulated) – This was noted.

VN

An invitation to attend the Mayor Elect ceremony was circulated – Mr Bibby to respond if he can attend.

GB

16/207 **Any Other Business for future agendas**

- Annual return ending March 2017
- Hawthorns ongoing issues
- Lych Gate steps
- CPI Bids (Deadline 31<sup>st</sup> May)
- Hedges – Cllr Naylor
- No Access sign – Quarry Bank – Clerk to report leaning sign.
- Broadband
- Keele Road options
- Keele Vacancy update

Clerk

Meeting closed at 8.50pm

**Dates of next meetings (Keele Village Hall at 7pm):**

**17 May 2017** – Annual Meeting of the Parish Council

**21 June 2017**

**19 July 2017**

**Approved Payment Schedule – April 2017**

<b>BACS &amp; Cheque No.</b>	<b>Expenditure</b>	<b>Details</b>	<b>TOTAL</b>
bacs 5 (16/17)	Mr G Bibby	NP printing £10 (PAID - RECORD ONLY)	-
bacs 1	C Withington	April Salary	254.85
bacs 1a	C Withington	April Expenses	15.00
bacs 2	HMRC	Tax and NI April	63.60
bacs 3	Mr Czwartynski	Litter - April 17	135.20
bacs 4	SPCA	Subs 17-18	270.00
bacs 5	Keele Village Hall MC	NP Room Hire	40.00
bacs 6	Get Mapping plc	Parish online subs 17/18	67.20
bacs 7	Steve Hough	removal of Footpath marker Highway Lane	50.00
bacs 8	Education Survey & Research Service Ltd	Keele NP Questionnaires	250.00
bacs 9	Community Council of staffordshire	Subs 17-18	25.00
bacs 10	Smith of Derby Ltd	Clock service Keele Church	265.20
bacs 11	Staffordshire County Council	Legal fees RPZ	49.20
bacs 12	Groundworks	Refunded grant Nplan	3,518.53
bacs 13	Val Newman	Parking Stafford	4.00
		<b>Total</b>	<b>5,003.78</b>

## Appendix A – Keele Parish Council Chair's Report April 2017

### Neighbourhood Plan

The analysis of the data collected in the residents' questionnaire was completed by Bernard Besly and presented at the KNPG meeting on the 11<sup>th</sup> April. The presentation has been copied to all those on the mailing list including all Parish Councillors and is posted on Facebook and the KNP website. The themes and patterns appearing supported the initial vision statement of the plan and suggest the following outline areas for policy development.

**Housing:** the development of this policy awaits the completion of the Housing Needs Survey which in turn is dependent on the LA completing its Strategic Housing Market Assessment. We anticipate a completion in early July.

**Transport:** parking and road safety remain major concerns. A close link with the developing university masterplan and a promised holistic review of parking issues in Keele by Staffordshire County Council will be key in developing this policy.

**Local Facilities:** village facilities such as the pub, St Johns, shop and the village hall are significant assets. The policy will be concerned to ensure their sustainability as well as considering further facilities such as a village green.

**Business:** Links with the university and the university's master plan, the rural economy and supporting SME's will all form an important part of this policy.

**Environment:** conserving the character, distinctiveness and heritage of the parish in a rapidly changing world.

Our next meeting will be on Tuesday 9<sup>th</sup> May at 19:00, venue to be confirmed.

Less positively, we completed the end of year account for Locality and have paid back any grant monies not spent. The new grant/ technical assistance application has been completed for the next phase of the plan (£4,481.64) and I have been contacted by Locality to confirm some of the details and to arrange a conversation with AECOM with regard to our application for technical assistance with regard to a character and heritage assessment. The student consultation has been extended to June in light of the slow response from students over-burdened with a number of simultaneous surveys. The University are working with Sam Summerfield and the KNPG to set up a business seminar event at Keele Hall. The Business Consultation Group are drafting a brief survey for the service centre and students' union. It was reported by Mr Butters in the meeting that Seddons were getting close to drafting a timetable for the development of the Hawthorns. The University are clear about the need for the village community to have a clear view on the way forward and an implementation plan with regards to this development.

### Highways

Following contact from Angela Nutter asking whether we wished to continue with the Three Mile Lane TRO, it was decided that we would do so. Angela anticipates work will begin in the last week of April. I have since met with Rob Steel, Community Highways Officer, to discuss traffic and parking problems in the parish. Rob was very helpful and the following emerged from our discussion:

The possibility of moving the 30 mph zone along Three Mile Lane away from the junction is negligible. Such works would cost in the region of £30k which is not feasible, especially in the absence of any significant accident record in this location. Mirrors for users of the business centre might be a possibility but would need careful siting and could not be positioned on council land. Flashing SID signs are moved around the county but certainly would not be positioned on Three Mile Lane as it is unlikely that the national speed limit is being broken. Similarly, they would be unlikely to be positioned in the village as previous surveys of speeding have shown it not to be a significant problem. I explained to Rob that one of the issues was that at least some reckless driving occurred outside the working day. The failure of the previous attempt to run a Community Speed Watch was outlined. The management of Keele Road was briefly discussed and will need to be considered by the parish council at a later date. It may be wise to see what the impact is of the new overflow carpark before acting.

The loss of the sign on for the parish on Three Mile Lane was discussed. Unfortunately the old sign cannot be found. Rob strongly suggested that we use an independent contractor should we wish to restore the signage. Rob noted that each County Councillor had a budget of £7K for divisional highways work. Much will depend on the outcome of the election in May. It was thought that the University might be prepared to offer support for a project to improve signage.

Mr Butters is pursuing the delay in implementing the Residents' Parking Zone in the village.

### Greenbelt

It was agreed we would discuss the following amended Greenbelt policy with a view to approving it:

*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. The Parish Council remains absolutely committed to resisting any development which would risk Keele becoming a suburb of Newcastle or that would erode its current character. We wish to see the continued success and development of the University and its associated businesses without degrading the rural character of the rest of the parish. We want to preserve a sustainable community which provides work for many of its inhabitants. 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. Nevertheless we will resist development which does not build on the parishes unique strengths or which would degrade the quality of our environment.*