

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Wednesday 18th October 2017 at 7.00 pm at Keele Village Hall, Keele

Attendees: Parish Cllrs - Mr G. Bibby (Chair), Cllr W Naylor, Ms V. Newman, Dr R. Studd., Mr J. Borg, Mrs S. Hughes Mr J. Downing, Mr Gibbons, Mr Snape County Cllr D Jones

Acting Clerk (Locum) - Mrs J Simpson

There were three members of public present for part of the meeting.

17/76 **Public Open Forum – Parking and HS2**
 Parishioners had come to complain about the cars parked in the village - often blocking pavements with parishioners experiencing abuse when asking drivers to move their vehicles.
 It was agreed to take the agenda item re issues of parking after item 5 on the agenda so members of the public could hear the actions taken to resolve the problems.
 HS2 - a member of the public raised issues re HS2 and the suggestion by Yarnfield Action Group, Stone that the proposed railhead at Yarnfield be moved to Aldersley Rough, Keele. The member of the public also enquired whether Keele Parish Council had responded to the current HS2 consultation that closed on 30th September.
 The Chairman responded that a response had been sent supporting the concept of a longer deeper tunnel (LDT) and several councillors had attended the information day held in Whitmore by HS2. If the LDT was accepted, there would be no need for a railhead to remove the waste.
 A railhead at Keele was not supported technically by HS2 and it was suggested that the action group at Yarnfield had little support. The LDT was supported by Bill Cash MP. Keele Parish Council was concerned but also vigilant and would be monitoring the situation.

17/77 **Apologies –** Cllr. T. Kearon, Dr C. Harrison, Mrs C Withington

17/78 **Declarations of Disclosable Pecuniary Interests -** None

17/79 **Hawthorns Development Update**

On the agenda in error-discussed at the last meeting.

17/80 **Keele Residents Association Chair Introduction.**

Item deferred to next meeting.

17/81 **Parking in the village and on campus.**

RESOLVED to take this item at this point in the agenda.

The blame for parking issues had been attributed to Staffs CC and the University in various measures. SCC had accepted that some action had to be taken. The following actions and proposals had been put into place to try and resolve the problem:

1. Cllr D Jones would be meeting with Council officers on site the following week to discuss double yellow lines on the bend and entry to the field. There would be consultation with the police prior to any action taken. Concerns were expressed re the potential displacement of parking issues to Quarry Road and Pepper Street.
2. Residents Parking Zone - Cllr D Jones had spoken with County Council officers and if the University would agree to fund the project, then the scheme could take place. This had now been left with the officers to progress.
3. Cars had been leafleted and drivers spoken to, advising them not to park and obstruct the pavements.
4. An e-mail address had been set up to share information with interested parties.

Next meeting

- 5. The issue had also been taken up by Borough Councillors at Newcastle Borough Council.
- 6. An extra 160 places had been allocated at Barnes to replace the parking that would be lost at The Hawthorns. There will also be parking on Keele Golf Course. However, the situation had been further aggravated by the closure of the Observatory car park for building work that had not commenced. It was noted that additional spaces would serve no useful purpose if the £100 charge was to be made. It was suggested that the land known locally as "The Field of Dreams" could be used. Plot 7 was currently used for staff parking and there could be issues re VAT reclaim if specific areas were designated student parking.
- 7. The police were involved and were talking to the University and residents. They encouraged people to contact 101 with any problems as it was important to log the job to illustrate the extent of the problem. The police were ticketing vehicles parked on the bend due to the highways obstruction.

Campus Parking.

The issues at the Health Centre had improved since notices were put up. Parking is occurring behind the walled garden on the grass and as a result killing the roots of the trees.

It was agreed that the numbers were unlikely to reduce and the problem would not be resolved overnight. There was also the issue that staff and students were unwilling to use the local bus service as it was so poor, being overcrowded at peak time when people needed to access the campus.

The Parish Council discussed the motion of supporting double yellow lines adjacent to The Hawthorns. This motion was defeated.

It further debated a motion to install double yellow lines along the whole length of Keele Road. This motion was also defeated.

The problem had been caused by the University and therefore they had a duty to try and solve the problem, albeit in partnership with other stakeholders.

It was **RESOLVED** that the Chairman writes to Mr Butters at the University and asks whether peripheral car parks could be made free of charge. **GB**

It was further **RESOLVED** that the Chairman ask Mr Butters to investigate the feasibility of car parking spaces within the University to be free later on in the day. **GB**

It was further **RESOLVED** that Mr. Snape send a draft letter to the Clerk to send to First buses regarding the poor service which was aggravating the parking problem. **TS/Clerk**

(The parishioners left the meeting at this stage)

17/82 **Minutes of the Parish Council meeting held on 20th September 2017**

- 1. To approve

RESOLVED to approve the minutes of the last meeting, which were signed as a true and accurate record.

- 2. Matters arising not on the agenda

The S38 adoption plan (Hawthorns) – it was noted that there would be stringent requirements to be met prior to any adoption by the Local Authority.

Welcome letter - Dr Harrison was unable to progress further until comments had been received from Parish Councillors. **All**

Details of Staffordshire Superfast - Cllr Jones to circulate the details. **DJ**
(Councillor D Jones left the meeting for this agenda item).

- 17/83 Planning applications – to provide comments on the following:**
1. Pepper Street (Outline Planning Permission for up to 100 residential) – 13/00970/OUT current position, security of the site, illegal waste tipping, enforcement action and meeting with agencies
The occupant was no longer present on site. However, the caravan was still there. It was not known if NBC had taken formal action to remove caravan. Clerk to write to Mrs Moulton at NBC to ascertain progress. **Clerk**
 2. Boggs cottages appeal – The decision date is not known at this stage.
 3. Change of use of green belt land to domestic curtilage. Two storey side extension to existing dwelling-3, Station Drive, Keele, Newcastle-under-Lyme. ST5 5AJ-Ref no. 17/00775/FUL.
It was recognised that the Old Station House was an important historical asset to the Parish. It is a unique building and the frontage remains as it was in 1871. It was viewed as an inappropriate development and green belt should not be accessed to extend this for residential use. **RESOLVED** to object to the application on the grounds above.
 4. [St Johns Church Of England Church Bank Keele Newcastle Under Lyme Staffordshire ST5 5AT 17/00753/TCA](#) trees - No comments were raised-on the agenda for information only.
- 17/84 To consider the priorities for a draft budget for 2018/19**
A draft proposal had been previously circulated by the Clerk. It was noted to query £300 for grounds maintenance in red. **Clerk**
To query election costs anticipated for May 2018 when not a by-election. **Clerk**
The Parish Council did not approve the principle of a 29.52% increase in the precept, but **RESOLVED** to approve a rise in line with inflation – currently 2.8%.
RESOLVED to approve the priorities for the draft budget draft following clarification of the above.
- 17/85 Other Matters for Consideration.**
1. Parking in the village and on campus – This item was taken at 17/81
 2. Letter from University to potential users of road parking in the Parish - Mr S Gibbons
It was not clear what this action was therefore no action taken.
 3. Keele Horwood Energy Centre Pipeline - Mr Snape
Mr Snape reported that the works were planned to commence on 22/01/18. The pipe would be laid at a section at a time and then turf re-laid as each section is completed. It is anticipated that no trees would have to be felled to complete the work. It was questioned whether the application should have been submitted formally as a planning application.
 4. Lymes Road update - Cllr Mrs A Naylor
Cllr Naylor stated there had been a holdup since the last meeting due to staffing restructures. Land ownership has now been established and the project is ongoing.
 5. Cemetery Road scrap yard business update -Dr R Studd
Dr Studd stated the position was not as bad as previously with fewer vehicles parked on the other side.
 6. Hedge overhanging Pepper Street
The Clerk had written to the landowner. However, the owner is refusing to cut the hedge therefore enforcement action is required. Cllr D Jones agreed to contact the relevant County Council staff. **DJ**
- 17/86 Amenities**
1. Sub-contractors: public liability Insurance requirements and Litter Collection solutions

The Clerk had sent a letter expressing the councils concern and wishes for a rapid recovery of the litter collector. His wife had made contact and stated he was recovering and hoping to commence some light litter collection work with support. He was very eager to continue in the role. Mr Snape and Mr Gibbon had approached the Keele University Student volunteers to also help.

2. Cleaning of street signs

A quotation had been received. However, the Council wished to know exactly how many signs were to be cleaned for that sum to ensure it was value for money.

Clerk

3. Quotation for missing Keele signs

It had been agreed by Mrs Nutter at SCC that these would be replaced free of charge. It was also noted that the bus stop sign at the bottom of Station Road was missing. Cllr D Jones to investigate with SCC.

DJ

17/87 **Reports**

1. Chairman's report including Neighbourhood Plan update and Keele Masterplan update

The report was noted as per Appendix A. It was further noted that the chairman had circulated feedback from Parish Council Forum held on 28th September 2017.

2. County & Borough Councillors Cllr D Jones (inc RPZ), Cllr Naylor, Cllr Kearon

Cllr Jones provided a verbal report.

- The Village RPZ had been discussed and noted at point 17/81 in the minutes.
- Definitive map modifications - The work plan was at a rate of one per year with a 240 backlog. Parish Councillors were asked to provide the two applications to Cllr Jones, who will raise a specific case for Keele.
- County Council have retendered their Social Care and now have a change of provider. Any problems please report to Cllr Jones.
- Issues with NHS and funding required to be released to CC to help prevent bed blocking issues.
- Deadline for Community Fund is 31st October. Any underspend will be allocated to four primary schools in Cllr Jones's area for the children to decide on the projects.

All

All

Cllr Kearon's and Naylor's reports had been circulated prior to the meeting. In addition, it was noted that there was a possibility that the University campus could be subject to the current NBC Dog Control order as it was public open land. It was further noted that the Community Orchard did not win a Civic Award but was commended.

3. Staffordshire Parish Councils Association – Mr Bibby – Nothing to report.
4. Borough Standards Committee –Cllr Naylor – Nothing to report.
5. Betley Keele and Madeley Locality Action Partnership- No meeting therefore nothing to report.
6. Rural Runabout update - Ms Newman – No meeting has been held, the next one is planned for November.
7. Village Hall Management Committee - Mrs Hughes – No meeting held. However, there was a reminder of a fund-raising quiz on 21st October 2017

17/88 **Clerk's Reports and Correspondence**

- 1) To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda
 - a. Remembrance Day parade Newcastle-12th November 2017-Cllr Naylor would be attending.
 - b. SPCA training courses - These were noted.

17/89 Financial matters:

- 1. To approve payments/orders, receipts and transfers and Bank reconciliation - Appendix B

It was noted that the payment for Grant Thornton had been approved the previous month but had been included on this for audit purposes

RESOLVED to approve the payments as per the attached schedule with the addition of 2 further payments for stationery and to note the bank reconciliation statement.

17/90 Any Other Business for future agendas

Drug dealing in Church Carpark - Dr Studd. This had been reported but security was needed to be improved.

Speeding in Pepper Street - Cllr Naylor

Impact of boarding on Horwood Huts - Mr Gibbons

Next agenda

17/91 The Chairman thanked the Councillors for their attendance, and there being no further business, closed the meeting at 8:45 pm.

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

- 15 November 2017
- 20 December 2017
- 17 January 2018
- 21 February 2018
- 21 March 2018
- 18 April 2018

Approved Payment Schedule – October 2017

Ref	Payee	Description	£
bacs 45	Grant Thornton	Audit fee	120.00
bacs 54	C Withington	Oct Salary	246.89
bacs 55	C Withington	Oct Expenses inc mileage	15.00
bacs 56	HMRC	Tax and NI Oct	61.60
bacs 57	SLCC	Clerks Training Conference (25% share)	66.00
bacs 58	Eurooffice	Stationery	37.13
bacs 59	Eurooffice	Stationery	31.03
		Total	577.65

Appendix A Chairs report- October 2017

Neighbourhood Plan

We have now drafted commentary, aims and options for Housing, Facilities, Transport and Environment and are drafting business objectives. It is intended to hold a Neighbourhood Plan Group meeting to discuss these in a fortnight's time. I am working with Juliet Collins to produce a newsletter on this work as the first stage of consultation which will be followed up by a community meeting in early December.

Members of the NPG attended a seminar run by the University which outlined to the larger group the University's initial ideas for a long term master plan. The content was as outlined in the previous Chair's Report.

I met with Helen Beech to discuss the Neighbourhood Plan in the context of the JLP. Briefly the Planning Department see the University as a major player in economic regeneration, are aware of the University's current thinking and working to support this. Areas of green belt which will be identified for development in the JLP are likely to be the Golf Course and the area beyond the current development site. We will need to take a view on this once the next stage of the consultation is published. As always, the detail of these proposals will be critical. Keele Neighbourhood Plan, the University and the Borough should be able to work productively and the area around Keele Village and the village itself are not currently being considered for housing.

Parking

We will all be aware of the considerable parking issues on and off campus. I set up a mailing list of interested parties who have been kept up to date with developments. I would like to thank all Parish Councillors and residents who have worked hard to identify issues, liaise with various authorities, including the police and seek to ameliorate the issues. The current situation is as follows:

The Police are visiting hotspots on a regular basis. To issue advisory notices and show a presence. They cannot issue penalties until they can demonstrate that any obstruction is intentional. Various Parish Councillors are also posting notices on offending vehicles. The Police have spoken to Keele University who have now issued the notice to all staff and students informing them of the law and of police concern and action. Greg Darge, Deputy Director of Estates informs me he is working with Tom Snap to use the SU's communication channels to bolster the message. I have been in touch with Rob Steele, Community Highways Liaison for Staffs and the police have also been in touch with county to seek a solution based around additional traffic orders. Dave Jones is also working with Rob on this. A meeting I had with Rob was cancelled in the light of the rapidly developing situation but will be rescheduled if necessary. Current issues are parking adjacent to double white lines, parking on pavements (particularly irksome on the Village, next to the Hawthorns) and obstructing field entrances.

Hawthorns

I have enquired whether we have any further news regarding the completion date for Barnes and the thus the vacation of Hawthorns by students. Phil Butters inform me that:

"There are a number of critical discussions planned this week. Obviously, we will need to consult with the residents affected before we make any public announcements, but we are hopeful to have something certain over the next 10 working days."

Meanwhile Amanda Oakden of Keele Seddon has produced and is circulating a flier to all residents and business (in the parish or village?) for the consultation event at the Village Hall on the 1st November.