

MINUTES OF THE KEELE PARISH COUNCIL MEETING

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

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

Clerk – Mrs C Withington

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

17/92	Public Open Forum – No members of the public were present.	
17/93	Apologies – Mr J Borg	
17/94	Declarations of Disclosable Pecuniary Interests- None	
17/95	Keele Residents Association Chair introduction – To be put on the agenda for the next meeting.	Next agenda
17/96	<p>Minutes of the Parish Council meeting held on 18th October 2017 To approve RESOLVED that this be approved as a true and accurate record, subject to the amendment to correct Quarry Bank to Quarry Bank Road, and Horwood Huts should be Flats. Matters arising not on the agenda: The ‘Welcome to Keele’ letter was discussed. RESOLVED to finalise this subject to the agreed amendments. All to distribute it as required. Noted that a request via the County Cllr has been made to include the footpath as discussed on the definitive map. County Cllr Jones has requested this.</p>	<p>Clerk CH ALL DJ</p>
17/97	<p>To consider the priorities for a draft Budget for 2018/19- see appendix A The draft budget was discussed as circulated. Noted that it was not clear if the Parishes would be charged a proportion of the election costs next year or not. It was considered double taxation for the parishes if this was. Clerk to email the concerns to Cllr Kearon, who will contact the Portfolio holder for Finance. It was agreed that the following would be considered at the next meeting:</p> <ol style="list-style-type: none"> 1. Current budget (with precept staying the same) 2. Current budget (with precept increased to cover the 25% loss of Section 136) 3. Current budget (with precept increased to cover the total loss of Section 136 £1500) 4. Additionally, all to consider other projects/services that could be delivered for discussion at the next meeting. <p>Cllr Kearon suggested that we should consider a precept increase while we are in a stronger position. Dr Studd stated that any increase should consider the impact on the council tax base, especially considering the large number of electors who do not contribute to the precept.</p>	<p>Clerk Clerk ALL</p>
17/98	<p>Planning applications – to provide comments on the following: <i>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</i></p> <p>Cllr Jones left the room. It was noted that an enforcement notice has been served on the land owner. Mrs Hughes noted that there are 2/3 containers on the site, with a generator. Clerk to report it to Mrs Elaine Moulton at the Borough Council. Dr Harrison reported the break-in which occurred to the garages. The owner of the garage was informed that his only recourse is to take it up with the agents or owner of the land. There was concern about a report of further illegal dumping. There seem to be some intimidation of the current owner of the garage. Mrs Hughes was concerned</p>	

	<p>The possibility of closing the access to the campus at the top end of the road was also discussed.</p> <p>2. Hedge overhanging Pepper Street, by the junction with Quarry Bank (Cllr Jones) Cllr Jones is pushing for Highways to enforce the cutting of the hedge.</p> <p>2. Drug dealing in Church Carpark - Dr Studd There have been 2 cases in the last 6 months, however when it is parked up this deters ASB. The area is included in patrols. Clerk to follow up with the Church regarding the offer of assistance.</p> <p>3. Speeding in Pepper Street - Cllr Naylor – Next agenda Noted that vehicles are mounting the pavement to access a field further down the road where there is a hole in the hedge. All to report to 101.</p> <p>4. Impact of boarding on Horwood Flats - Mr Gibbons Borg In Mr Borg’s absence, Cllr Kearon reported the issue which was impacting on the flats. As a result of the boarding, the natural light is being blocked, which is oppressing for those who are living there. It was agreed that a letter will be sent to the University in support support of the request to remove the boarding and replace with heras fencing. Ms Newman and Cllr Kearon to draft and to send to the Clerk.</p> <p>5. To note the implications and resources required for the General Data Protection Regulation – Briefing on 21st November (SPCA) This will be discussed at a future meeting, but the implications need proper consideration and resource.</p> <p>6. To consider the letter regarding the “Highways - Your choices” and to respond to the Rights of Way Consultation - categorisation (Deadline is 25 Dec 17) This website resource for minor highways work was noted. The Clerk will circulate the list of affected footpaths.</p>	<p>Clerk</p> <p>Next agenda</p> <p>VN/TK Clerk</p> <p>Next Agenda</p> <p>Clerk Next agenda</p>
<p>17/100</p>	<p>Amenities</p> <p>1. Sub-contractors: public liability Insurance requirements and Litter Collection solutions Mr Downing is to write to the litter collector to confirm requirements.</p> <p>2. To consider a quote to clean the street signs – Ms V Newman RESOLVED to approve this quote for £400 to clean all the signs and street names in the Parish.</p> <p>3. To note the arrangements for the gully clearing day on Monday 18th December for the Village Mr Bibby to post notices and inform the Management Centre, plus the Sneyd Arms before the day.</p>	<p>JD</p> <p>Clerk</p> <p>GB</p>
<p>17/101</p>	<p>Reports</p> <p>1. Chairman’s report including Neighbourhood Plan update – Noted as attached. The Grant has been extended until January, with a potential further extension to April.</p> <p>2. County & Borough Councillors Cllr D Jones (inc RPZ), Cllr Naylor, Cllr Kearon Cllr Jones reported that issues relating to the loss of bus subsidy. The Cabinet decision is to be called in. A meeting had been held with the Director of Education at the County who has agreed to look at the Hawthorns Section 106 contribution. School transport has an overspend of £1.1m, which will require the service to be reformed. School nurses and health visitors will also be reformed to make £2.5m saving. All schools in Newcastle will lose a proportion of the £175k funding. Cllr Kearon reported that the issues with the waste collections and recycling is being looked at, which includes Church Bank and Church Fields. Cllr Kearon is also pursuing the issues of poor quality internet. Cllr Kearon is also working on road safety issues through Keele because of irresponsible driving and parking on the Campus due to taxis and other drivers. The PCC People Power fund is underused and should be considered for the Parish.</p>	<p>Next agenda</p>

	<p>Cllr Naylor has been involved in the Cleaner, Green Scrutiny committee, and a new officer Mr Andrew Bird has been appointed for the Borough Council recycling service.</p> <p>3. Staffordshire Parish Councils Association – Mr Bibby Nothing to report.</p> <p>4. Borough Standards Committee –Cllr Naylor Nothing to report.</p> <p>5. Betley Keele and Madeley Locality Action Partnership (14th Nov) –Mr Downing Aspire are monitoring the issues by Knights Croft.</p> <p>6. Rural Runabout update - Ms Newman Ms Newman reported that bookings are down, and the future of the service is being considered.</p> <p>7. Village Hall Management Committee - Mrs Hughes The full cost of the structural investigation work will be presented to the Parish Council. Safety checks for fire, gas and electrics have been carried out. The boiler does not need to be checked. The toilets have been fixed and the cleaning of the hall is now weekly, plus the car park has been cleared. The accounts have £11k in credit, which is a big increase from previous years. However, expenditure is likely to be considerably higher. The quiz night was a success with £285 raised. There are 2 more events planned in March and July next year. Mrs Hughes was thanked.</p>	
17/102	<p>Clerk's Reports and Correspondence To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda</p> <p>a. SPCA training courses – NALC Transparency Fund – Drop in Session Wednesday 8 November 2017 – Further actions/application for funding</p> <p>The Clerk had attended the session and reported that the Parish Council was entitled to bid for funds. This was approved.</p> <p>General Data Protection Regulation: Briefing – Tuesday 21 November 2017 – this was noted.</p> <p>SPCA AGM 4th December – this was noted.</p>	Clerk
17/103	<p>Financial matters: 1) To approve payments/orders, receipts and transfers and Bank reconciliation - Appendix B RESOLVED that the payments be approved as per the attached schedule.</p>	
17/104	<p>Any Other Business for future agendas</p> <ul style="list-style-type: none"> • Keele Residents Association Chair introduction • Speeding in Pepper Street - Cllr Naylor • General Data Protection Regulation – Briefing on 21st November (SPCA) • Rights of Way Consultation - categorisation (Deadline is 25 Dec 17) • The PCC People Power fund <p>Meeting closed at 8.55pm.</p>	

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

20 December 2017

17 January 2018

21 February 2018

21 March 2018**18 April 2018****Approved Payment Schedule – November 2017**

Ref	Payee	Description	£
bacs 60	John Knight NP	NP consultancy	2,820.40
bacs 61	C Withington	Nov Salary	246.69
bacs 62	C Withington	Nov Expenses inc mileage	40.40
bacs 63	HMRC	Tax and NI Nov	70.20
bacs 64	Jan Simpson	Locum salary	34.94
bacs 65	Jan Simpson	Oct Expenses inc mileage	9.00
bacs 66	Mr Czwartynski	Oct Litter collection	135.20
bacs 67	SLCC	Data protection webinar (£30 pre paid plus 6 vat)	6.00
bacs 68	Sam Summerfield	NP Plan expenses	56.48
		Total	3,419.31

Appendix A Chairs report- November 2017

Neighbourhood Plan

A Plan meeting was held on the 2nd November at Keele Management Centre. The current policy options documents were discussed, modified and agreed. The current drafts of these documents are circulated with this mail. It was decided to add another section to the plan for 'Built Environment', Bernard Besly volunteered to draft and outline for discussion. The newsletter's production is being led by Juliet Collins with the assistance of Graham and Bernard. It is intended to publish the newsletter by the beginning of December. The next residents' consultation session will take place in January to discuss the policy options outlines in the newsletter. Our next plan group meeting will be on 6th December at the Management Centre (Village Hall booked).

AECOM have provided the draft of the Heritage and Character assessment and detailed comments have been made by the group.

The current grant's deadline closed at the beginning of November, fortunately we have been able to negotiate an extension to the end of January and another extension may be possible until the end of the financial year.

We have offered to help check the draft of the next JLP consultation and have asked that the dates of the consultation recognise the problems created by the Christmas holiday. Elizabeth Shenton replied almost immediately but referred the matter to Neale Clifton who has yet to get in touch. I have asked Elizabeth to remind him.

Parking

The police and community have remained active. Parking on against the double white lines seems to have improved, this may be following penalty notice being issued to repeat offenders. Certainly advisory notices have been posted telling owners their cars will be towed away if they park their again. Less progress has been made with parking at the junction with the A525 or with parking on the pavement in the Village perhaps reflecting the complex legal situation surrounding parking on pavements outside London.

Val and I met with Mr Butters and Mr Dargue to discuss the situation and solutions. It was agreed that those parking illegally were seldom permit holders thus it was suggested that the empty Golf Course site/ Plot 7 reflected the availability of closer, on campus parking rather than a refusal to use these sites by permitted parkers. It was agreed that making these car parks free to use would be unlikely to solve the issue unless non-permit holders were also allowed to use them. This in turn would create issues of fairness for those who have paid for permits. However, it should be noted that if the university's argument regarding availability of parking on campus is correct, it might imply that more permits should be issued in order to take some of the permitless parking off Keele Road.

The University did agree that preventing access to the site from the bottom of Keele Road might help with the junction problem and were happy to investigate and implement a trial using Heras fencing, implementation to be scheduled for the start of next term. Closing the access to the University opposite the back road to the church was also discussed but it was agreed postpone this until the results of the trial were clear.

We await Councillor Jones' negotiations with Highways with regard to the implementation of an RPZ or further TRO's.

Hawthorns

The University have confirmed that students will be moved out of the Hawthorns before the end of term. At this point the student accommodation portion of the site will be made secure. The management centre will close on the 22nd December. The university are devising a plan to keep these buildings secure prior to them being fenced after the Christmas break. It is anticipated work will start on the Hawthorns in January. Seddon's event on 1st November was well attended and seemed to go well. The majority of the concerns were about parking and traffic management.