

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Wednesday 21<sup>st</sup> February 2018 at 7.00 pm at Keele Village Hall, Keele**

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

Clerk – Mrs J. Simpson

There was 1 member of public present for part of the meeting.

**18/013 Public Open Forum**

One member of the public raised the following two concerns:

- 1.) The poor condition of the Narley footpath that crosses over the Keele bypass. It is in dangerous condition and a health and safety hazard to pedestrians. It was agreed that another letter be sent to SCC insisting immediate remedial work. In the absence of any reply KPC would consider doing the work and re-charge SCC. To go on next agenda.
- 2.) Infill development-the parishioner wished the Parish Council to consider reviewing the infill polygon for the village: as a result agenda **item 18/019** was taken at this point.

**Clerk  
Next  
agenda**

Currently there are places within the village polygon where infill development is permitted. However, this does not include Station Road or Quarry Bank. The parishioner had had an application turned down by NBC to develop a gap between 2 houses in Old Station Road because of the greenbelt status. KPC advised caution re extending the polygon but perhaps look at additional one so applications could be treated on a case by case basis. It was agreed that this would be taken forward in the Neighbourhood Plan.

18/014 **Apologies** – Cllr T Kearon, , Cllr Naylor, Mr J. Downing, Mrs C Withington

18/015 **Declaration of Disclosable Pecuniary Interests-** None

18/016 **Minutes of the Parish Council meeting held on 17<sup>th</sup> January 2018**

- 1) To approve

**RESOLVED that the minutes be signed as a true and accurate record, subject to the following amendments.**

Dr. Studd asked that the wording be changed in 18/005 to “Dr Studd asked that his vote be recorded against the motion.

**Clerk**

- 2) Matters arising not on the agenda

18/006 (2)-Comments with regard to Hawthorns did not get to NBC by the deadline.

18/006 (3)-Chair of KPC had met with the chairman of Silverdale Parish Council. Both Parish Councils working together on their JLP responses.

18/007 (1)-Data protection and DP-Mr Snape to talk to the chairman regarding Data Protection policy for Neighbourhood Plan Group

18/007. (6)-Letters had been sent to the landowner.

18/009 (1)-Meeting with vice chancellor set up for 7<sup>th</sup> March regarding parking

18/009 (6)-Rural runabout had not been wound up and would continue if the usage increased. VN to attend any future meetings if and when convened but standing item removed from future Parish Council agendas.

**VN**

18/017 **Amenities.**

- 1. Sub- contractors and Public liability-deferred to next meeting

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agenda**

**2. Church Graveyard Grass Cutting.**

It was confirmed that the church graveyard was still an open one and likely to be used for burials for a further 30 years. Advice on the legality of funding the grass cutting had been circulated by the Clerk. The Council believed the advice to be ambiguous and viewed the graveyard as an important civic resource and environmental facility.

It was **RESOLVED** to approve the payment of £1000 towards the grass cutting payment of the graveyard.

**Clerk**

18/018 **Planning applications – to provide comments on the following:**

1. Pepper Street-an expert had given a report to Seddons on the special issues particular to the site. Seddon confirmed their intention to purchase the option to develop the site once Keele Homes had remediated the burning waste heap. Anticipated that Seddon will be making an application to NuLBC prior to current permissions running up in April. A successful application would extend current outline permissions. Unlikely to be an opportunity to look at section 106 arrangements again when the current planning permission expires in April 2018 but any future detailed Planning application may allow such an opportunity.
2. Hawthorns-a meeting had been arranged for the following day (Thursday 22<sup>nd</sup> Feb) at 10 am with Seddon. It was noted that the contractor had observed KPCs concerns and started work later in the morning and cleared up the mud from the road.
3. Response to Joint Local Plan preferred options consultation. All comments need to go to Cllr G Bibby prior to 1<sup>st</sup> March so the response can be submitted. The meeting ratified the comments presented by the Chair and agreed that they could be submitted on behalf of the Parish Council.
4. **17/00934/OUT | Proposed development for (a) academic functions; (b) staff and student residences; (c) employment uses directly related to or complementary to the University's core activities including conference, training, retail and leisure - for the use of students, staffs, conference delegates and their visitors and in the case of leisure facilities for the wider community; (d) Class B1 uses directly related to the University's functional activities but excluding manufacturing or storage of large tonnages or mass production of goods | Keele Science Park, Phase 3 (Home Farm) Keele Newcastle Under Lyme Staffordshire**

**All/  
GB**

The Parish Council noted that this was a re-application for the original phase three agreement that had expired. The Council had no objections to this application.

5. To provide comments regarding the Draft Keele Conservation Area Review and Management Proposals Supplementary Planning Document

The Council welcomed the extension of the Conservation area to include the Hawthorns development. The Parish Council had devoted considerable effort to protecting the trees, site of visual amenity and housing design and wish to see it protected.

6. **Application for approval of a detailed Tree Protection Plan and Arboricultural Method Statement as required by condition 04 of planning permission reference 17/00698/FUL - Single Storey Extension to Horwood Energy Centre** Horwood Energy Centre  
Keele University Horwood Keele Newcastle Under Lyme Staffordshire  
ST5 5BH Ref. No: 17/00698/CN04

The Council had no objections to this application.

7. **Additional mechanical plant to support a new cleanroom proposed to be installed in the ground floor of the South wing of the Stephenson Building. Proposed extension of the existing south plant compound by 2m to the south and approximately 1.8m to the east.** Cobra Biologics Keele University Science Park  
Keele Newcastle Under Lyme Staffordshire Ref. No: 17/01027/FUL

The plans had been circulated and comments were to be forthcoming.

8. **Application for approval of materials as required by condition 3 of planning permission 17/00775/FUL - Change of use of green belt land to domestic curtilage. Two storey side extension to existing dwelling** 3 Station Drive Keele Newcastle Under Lyme  
Staffordshire ST5 5AJ Ref. No: 17/00775/CN03

The Parish Council objected to this application on the grounds that it was too intrusive into the Greenbelt and would continue to object to the development of the site.

9. **Tree removal** 14 The Village Keele Newcastle Under Lyme  
Staffordshire ST5 5AR Ref. No: 18/00046/TWA5

It was noted that the tree had already been removed.

10. **Ground floor and first floor extension to existing garage** 3 Station  
Drive Keele Newcastle Staffordshire ST5 5AJ Ref. No: 18/00027/FUL

The Parish Council objected to this application on the grounds that it was too intrusive into the Greenbelt.

11. **Former student 2/3/4 storey accommodation buildings, bike sheds, shop and student canteen buildings and laundrette building.** The Hawthorns Keele University Station Road/ Quarry Bank

Road Keele Newcastle Under Lyme Staffordshire ST5 5LT Ref. No: 17/01045/DEM | Validated: Tue 02 Jan 2018 | Status: Withdrawn

This was noted.

18/019 **Other matters for consideration:**

- 1.) **Infill development outside of the polygon**-this item was taken directly after the public forum.
- 2.) **Land adjacent to Keele Road**-an approach had been made to the Parish Council requesting support to develop the land adjacent to Keele Road. However, the request was thought to be both premature and against the principle of development in the Greenbelt. The Chair was meeting with Nigel Painter, Land Agent for the owner to discuss on Sunday 25<sup>th</sup> at 12:00 and requested another councillor to attend: James Borg volunteered.

It was **RESOLVED** not to support the application.

- 3.) **General Data Protection Regulation May 2018** – the information on a service level via SPCA and SCC re DPO services had been previously circulated.

Clerk

It was **RESOLVED** to approve signing up to the scheme-Clerk to assess the appropriate tier level for KPC.

- 4.)**Consideration of People Power Fund Projects for Keele** – it had been suggested that an application for funding could be made for the construction of an acrylic copy of the Templar in the Lynch Gate. However, this proposal was not supported.

- 5.)**Lyme Road Gating order** – Cllr Naylor had supplied an update in her report-previously circulated.

- 6.)**Greenspace in front of the Hawthorns**-it was agreed that there should be some research on the feasibility of this space been designated as a Village Green. Dr Studd and Clerk to make further enquiries into the process with the involvement of the Chair.

RS/  
Clerk

- 7.)**Parking in the village**-a police notice had been updated and ready for circulation. The relevant offence would be ticked and put on the windscreen. Notes/ photographic evidence then to be sent off to the police.

WN GB

- 8.)**Safer Roads Bid**-criteria not yet known. The idea of a SID on The Village/ Station Road was not supported but signage to warn of horse riders was approved. It was agreed that a SID advertising the Quarry Road junction in each direction. A bid application would be have to be submitted. It was agreed that Cllr W Naylor would prepare the bid if possible-otherwise to come back to the next meeting.

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meeting

- 9.)**May 2018 local elections**-Several councillors noted that for a variety of reasons they would not be standing for re-election as Parish Councillors in the May 2018 elections. It was agreed that a list of proposed candidates would be very helpful for parishioners.

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meeting

It was **RESOLVED** to produce an information leaflet listing the candidates.

- 10.) **Big Things Parish Council campaign**-the campaign noting the encouragement of people to stand as Parish Councillors was noted.

- 11.) **New road sign Station Road** – Cllr Naylor had suggested that a warning caution horse sign was needed on the totally blind bend by Top Farm. It was agreed that Cllr Naylor should make the request to

WN



SCC

12.) **Facilitating Litter picking**-deferred to next meeting.

**Next agenda**

18/020 **Reports**

**1.) Chairman’s report.**

The report had been previously circulated and taken as read.

**2.) County and Borough Councillor Reports.**

Cllr Naylor had previously circulated a report. Cllr Kearon to be asked to talk to KPC at the next meeting re road safety

3.) **SPCA**-nothing to report.

4.) **Borough Standards Committee**-nothing to report.

5.) **LAP**-no meeting had been held.

**6.) Village Hall Management committee.**

St Patricks Day quiz to take place on 17th March. The AGM is scheduled for 30<sup>th</sup> April 2018. A structural survey had been carried out and the foundations were secure. There was a leaking pipe at one end in the extension, movement in building related to these drainage issues. Work needed to be carried out on the foundations and a new drain installed. Agreed this would be expensive and noted that the VHC were seeking sources of finance.

**Next agenda  
TK**

18/021 **Clerk's Reports and Correspondence**

1.) Rights of Way and correspondence from the Stoke and Newcastle section of The Ramblers Association.

It was agreed that KPC would be happy to work with the association on a case by case basis. Clerk to communicate to the RA.

2.) The invitation to the Annual Civic mass was noted.

**Clerk**

18/022 **Financial matters:**

1) The contract with Access Irrigation for the Yew Tree irrigation service needed to be renewed-the contract had been previously circulated.

It was **RESOLVED** to approve the twice yearly option of the proposed contract.

2) To approve payments/orders, receipts and transfers and Bank reconciliation - Appendix B

**RESOLVED** that the Payment schedule was approved as attached.

18/023 **Any Other Business for future agendas**

It was noted that the public telephone box in Quarry Bank had been removed

**Meeting closed at 8:50pm.**

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

**21 March 2018**

**18 April 2018 – Annual Parish**

**16 May 2018 – Annual Meeting of the Parish Council (AGM)**

**Approved Payment Schedule – February 2018**

<b>BACS &amp; Cheque no</b>	<b>Expenditure</b>	<b>Details</b>	<b>TOTAL</b>
Bacs 82	Access irrigation	Service of Yew tree irrigation x 2	429.60
Bacs 84	C. Withington	MS Office	37.83
Bacs 85	C. Withington	Feb salary	246.69
Bacs 86	C. Withington	Feb Expenses inc mileage/land reg	21.00
Bacs 87	HMRC	Tax and NI Feb	61.80
Bacs 88	Mr. Czwartynski	Feb litter collection	135.20
Bacs 89	Mr. G Bibby	NP printing JLP	94.50
		<b>Total</b>	1026.62

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## Keele Parish Council Chair's Report: February 2018

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### Neighbourhood Plan

Most of the past month has been taken up with the JLP. There was a meeting with Councillors Northcott and Proctor at Loggerheads as part of the Neighbourhood Plan Forum, little was learned. We ran our own consultation event, attended the Borough's event and attended a presentation followed by Q/A run by the Planning Department. We also completed and circulated a 'special' Neighbourhood Plan newsletter publicising the JLP and drop in session. I have now circulated my draft response to the JLP preferred options document. In brief: it is my belief that it is not fit for purpose and requires substantial revision if irreparable damage is not to be done to the whole Borough. Val and I met informally with Phil Butters to discuss the JLP and our positions on the current consultation.

### Parking

Val and I met with Maxine, the Neighbourhood Police Officer and Colin our PCSO to discuss parking. They were helpful and supportive and have asked to be emailed with regard to any potentially criminal behaviour in the parish. They have now supplied us with a Police Notice to post on cars and request that having done so we send details of the offense to them having indicated on the notice the nature of the offense. I will circulate with this report. Val and I are meeting with the VC on the 7<sup>th</sup> March to discuss ways forward.

### Hawthorns

There is a meeting with Wayne Foster (Site Manager) at 10 am Thursday 22<sup>nd</sup> Feb. All Parish Councillors are invited to attend. The issues with regard to mud on the road and early starts on site were reported to Wayne and have been controlled. Several unauthorised individuals have accessed the site. In one case the person was abusive to staff, another involved wood gathering and there has been some 'after dark' activity.

### Pepper Street

Bernard Besly, Robin Studd and I met with a representative of Seddon to outline the technical issues with the site. Bernard has shared a large amount of data with them. It seems likely that Seddon have now acquired the option to develop the site **subject to Keele Homes remediating the burning tip**. A conversation with Guy Benson at the JLP drop-in suggested that the Borough are hoping the fire will go out naturally and may intend to attempt to remove the site from Greenbelt in the JLP.

### Other

I will be meeting Nigel Painter, Eric Woodall's land agent on Sunday at 12:00. He wants to outline his plans for development in the village. He mentioned this at the Neighbourhood Plan consultation. I will be giving absolutely no comment. The land concerned is Greenbelt and I very serious consideration would need to be given by the Parish Council to any proposals to request that it be withdrawn from the Greenbelt as part of the JLP.