

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

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

Attendees: Parish Cllrs - Mr G. Bibby (Chair), Mr. P Andras, Mr. J Borg, Dr R. Studd, Mrs S. Hughes, Mr J. Downing, Ms V. Newman, Mrs. W. Naylor.

Borough Councillor Mr. T Kearon.

County Councillor Mr. D Jones.

Clerk – Mrs J. Simpson

There were 3 members of public present for part of the meeting.

18/097	<p><b>Public Open Forum</b>                  The issue raised by two parishioners related to planning enforcement action around Boggs Cottages, agenda item listed at 10.4 and recorded in the minutes at 18/ 106.4 It was therefore decided to take this agenda item at this point in the meeting.                  There was shared frustration with the Parish Council re the lack of planning enforcement action pertaining to Boggs Cottages following the appeal that was found in NBCs favour in January 2018. Enquiries had been made of the cabinet member and it had been revealed that NBC did not have the current staffing capacity to pursue this at present. However, a vacancy had been placed for a planning enforcement officer. It was agreed that Cllr T Kearon would request a timeframe for this action at the next full council meeting in September 2018.                   Mr. Joe Brooks from the campus residents association was welcomed to the meeting.</p>	TK
18/098	<p><b>Apologies – Mrs. T Wright, Mr D Hindmarch.</b>  <b>Clerk-Mrs. C. Withington</b></p>	
18/099	<p><b>Declaration of Disclosable Pecuniary Interests- None</b></p>	
18/100	<p><b>Minutes of the Parish Council meeting held on 17<sup>th</sup> July 2018</b>                  1) To approve  <b>RESOLVED</b> that the minutes be signed as a true and accurate record.                  2) Matters arising not on the agenda                   18.086/18.073-Forwarding telephone service not available for any one at present in NBC. Cllr Kearon still waiting for a response.                  18.086-18.076-anyone who required training on the planning portal were asked to approach the Chairman who would help.                  18.086-18.079.6-Woodland Trust Information had been circulated.                  18.093.4-Clerk had been unable to write to the landowner of the triangle of land at the bottom of Station Road as she was unaware of its ownership. Cllr. Mrs W Naylor to forward the details.</p>	WN
18/101	<p><b>GDPR</b>                  Further gap analysis date arranged for 5<sup>th</sup> September.</p>	
18/102	<p><b>Adoption of Revised Standing Orders.</b>                  The draft revised Standing Orders had been previously circulated.  <b>RESOLVED</b> to adopt the revised standing orders.</p>	Clerk
18/103	<p><b>Planning applications – to provide comments on the following:</b>                   a. Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 dwellings. Land North of Pepper Street, Keele. Ref no: 18/00262/REM-Planning committee feedback from</p>	

	<p>14<sup>th</sup> August 2018.</p> <p>It was felt that the application was rushed through the planning committee without adequate discussion. The committee were being asked to give decisions on the layout of a development that was dependent on the results of site reports that had not yet been submitted and were all based on an assumption that the underground fire would be extinguished.</p> <p>b. Update on the remediation of the underground fire at Pepper Street in relation to application for approval of the methodology. Land North of Pepper Street, Keele. Ref no: 13/00970/CN09.</p> <p>It was noted that decisions of this nature relating to Health and Safety do not go to the planning committee but is an officer decision. NBCs environmental officer had raised serious concerns about the proposals. The decision had not yet been taken so no further action could be taken until that happened. It was agreed that Cllrs T Kearon and D. Jones would chase this matter.</p> <p>c. 18/00614/FUL-Extension and alterations-Horwood Energy Centre, Keele University. Listed for information only.</p> <p>d. 18/00596/FUL-Erection of garden store to front of house, Ivy Cottage, Finney Green, Leycett Listed for information only.</p> <p>e. 18/00537/FUL-Change of use of land to create 100 additional HGV parking spaces, including access, landscaping, drainage and associated works. North Bound Keele motorway services area. Three Mile Lane. For information only-this was discussed at the last meeting.</p> <p>f. Application for the approval of the proposed operating arrangements of the generator as required by condition 5 of planning permission 18/00237/CN04-single storey extension to rear of the Darwin building, 2 Keele University Science Park And</p> <p>g. Application for approval of the Noise assessment as required by condition 4 of the same planning application. Listed for information only.</p>	<p>TK/DJ</p>
<p>18/104</p>	<p><b>Reports.</b></p> <p>1. Chairman’s Report-The Chairman had circulated his report including the minutes from the Neighbourhood Plan group held on 24<sup>th</sup> July 2018. Access to the sports field from Keele Road has been fenced off. It was noted that there was already a breach of the heras fencing near to the astro turf. There had been a meeting on 21<sup>st</sup> August to progress the Joint Local Plan/Keele University Growth Corridor outline plan. All attendees confirmed that transport and access problems needed to be tackled first and a transport strategy would be needed to avoid potential gridlock in the area. Prior to the meeting KPC had sent a letter to NBC requesting they engage with proper dialogue with the owner of Keele Golf Driving Course. The chairman had met with the Chair of the Village hall committee and a contractor to provide a quotation to secure the structural integrity of the building. It was agreed to look at this further at the next meeting. It was also noted that the Perspex in the notice board in Pepper Street had been broken and needed replacing.</p>	<p>Next agenda Clerk</p>

	<ol style="list-style-type: none"> <li>2. Borough Councillor-Cllr T Kearon had been involved in the Boggs Cottages, Keele Growth Corridor and Pepper Street issues. The university had responded to the request re fencing at Horwood and replaced it with Heras fencing. As a result of decreasing payments from SCC to NBC re recycling there would be proposals to introduce a charge for residents for the disposal of their gardening waste.</li> <li>3. County Councillor-Cllr D Jones stated that at a section 151 briefing councillors had been advised that there would only be finances available for the statutory provision of services in SCC for budget year 2019-20. Public Right of Way from Summerfield Farm and through the campus was still in abeyance as the original map was old and unclear. Notice of a TRO had been received for Keele Road from Three Mile Lane junction to the bypass for gas replacement work for the period 12<sup>th</sup> September to 8<sup>th</sup> October. There was still the long term plan to have a transport meeting in the village re parking matters. However, staffing resources in SCC Highways were very limited at present. The issue of the hedge at Pepper Street/Quarry Road junction still reoccurs as SCC used to cut it. The footpath that crosses the A525 also needed some attention and it was queried if volunteers could carry out this work. It was agreed to include on the next agenda.</li> <li>4. SPCA-nothing to report.</li> <li>5. Borough Standards Committee-nothing to report.</li> <li>6. Betley, Keele and Madeley LAP. No one attended the last meeting. However, Mr. Downing was welcomed back to the Parish Council meeting after a period of ill health.</li> <li>7. Village Hall Management Committee-covered under 18.104.1 above.</li> <li>8. Litter collection report-this had been circulated by Mrs W Naylor and it was noted that it was all up to date.</li> </ol>	<p><b>Next agenda</b></p>
<p>18/105</p>	<p><b>Amenities</b></p> <ol style="list-style-type: none"> <li>1. Yew Tree-Mr. J Borg had prepared a draft and would be shortly circulated. It was noted the article on the yellow bins would need to be removed and a new circulation list for delivery would need to be drawn up with thought given to location and mobility.</li> <li>2. Lengthsman-it was <b>RESOLVED</b> to approve the strimming of the grass under the yew tree and around the bus stop as per quotation from Mr S Hough.</li> </ol>	<p><b>JB</b></p> <p><b>Clerk</b></p>
<p>18/106</p>	<p><b>Other Matters for consideration.</b></p> <ol style="list-style-type: none"> <li>1) Safer Roads funding bid-it was noted this had been unsuccessful, future bids-to be discussed further at the next meeting.</li> <li>2) Keele Driving Range-covered under 18/104.1</li> <li>3) Hawthorns development and proposed names of streets. It was <b>RESOLVED</b> to approve the following recommendations to the contractor: Hawthorns De Molay Thompson It was noted that the preference of KPC would be to have numbers 1-82 The Hawthorns.</li> <li>4) Green space in front of the Hawthorns – Dr R Studd A meeting with Seddons had concluded they wished to have the area in front of the Hawthorns as <b>public open space</b>. Chairman and Dr Studd to try and get it designated a <b>local green space</b>.</li> <li>5) Boggs Cottages-already covered in item 18/97</li> </ol>	<p><b>Next agenda</b></p> <p><b>RS/GB</b></p>

	6) Overhanging hedges and siding including A525-it was noted this had been completed by Mr Hough. 7) Lighting reduction levels-further investigation needed on this especially re 2012 discussions. Mrs W Naylon to investigate with the Clerk.	<b>WN/ Clerk</b>
18/107	<b>Clerk's Reports and Correspondence</b> 1) Draft statement of licensing principles-response needed by 12 <sup>th</sup> October 2018. Mrs V Newman to look at proposals for comment at the next meeting.	<b>VN Next agenda</b>
18/108	<b>Financial matters:</b> 1) To approve payments/orders, receipts and transfers, budget update and bank reconciliation It was <b>RESOLVED</b> to approve payments/orders as per the attached schedule, receipts and transfers and Bank reconciliation. 2) Budget priorities for 2019-20-it was agreed to put this item on the next agenda	<b>Next agenda</b>
18/109	<b>Any Other Business for future agendas</b> None were raised. <b>Meeting closed at 8:50pm.</b>	

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

- 18<sup>th</sup> September 2018
- 16<sup>th</sup> October 2018
- 20<sup>th</sup> November 2018
- 18<sup>th</sup> December 2018

**Approved Payment Schedule – August 2018**

<b>BACS</b>	<b>Payee</b>	<b>Particulars of payment</b>	<b>Amount £</b>
bacs 28	C Withington	Land reg x 5 Station Road	15.00
bacs 30	C Withington	July Salary inc 2 hrs gdpr	277.08
bacs 31	C Withington	July Expenses inc mileage	15.00
bacs 32	HMRC	Tax and NI May	71.00
bacs 33	Staffs County Council	GDPR SLA and Gap	390.00
bacs 34	Steve Hough	Removal of files Vhall	50.00
bacs 29	Mrs W Naylon	June 13th to 9th July (4 weeks) Litter collection 10.6hours	92.75
bacs 35	C Withington	10 x 2nd Class stamps	5.80
bacs 36	SLCC	National Conference 45.00	45.63
bacs 37	C Withington	Aug Salary	254.20
bacs 38	C Withington	Aug Expenses inc mileage	15.00
bacs 39	HMRC	Tax and NI (less overpayment 1.80p July)	61.80
bacs 40	Mrs W Naylon	17th July to 14th August (4 weeks) Litter collection - 17 hours	148.75
bacs 41	SPCA	Training 25.07.18	20.00
bacs 43	Steve Hough	Siding & strimmimng Three Mile Lane from Sneyd Arms to motorway bridge + clear and remove all leaves to by-pass	<b>390.00</b>
		<b>Monthly Total</b>	<b>1033.93</b>

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

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### Neighbourhood Plan

The meeting of the 24<sup>th</sup> July endorsed the continuation of the Neighbourhood Plan. Minor modifications were made to the policy documents which now cover all areas with the exception of Business. Minutes appended to this document.

### Transport

Angela Nutter is currently not at work. I emailed David Grapebach with regard to the progress of RTO's to ameliorate illegal parking but have not heard back from him.

The University have confirmed that the lower end of the sports field, adjacent to Keele Road, will be fenced for the start of term. Phil Butters has met with County Highways and requested that the Residents Parking Zone be progressed.

Some volunteers have now been trained for Community Speedwatch. It is hoped to move this initiative forward in the autumn. The training of further volunteers is pending.

### Hawthorns

Demolition, with the exception of the Management Centre is now complete, the first sales is Saturday 1<sup>st</sup> September at the Sneyd. Further details of progress on the site were circulated in the minutes of the PC's July meeting with Seddon.

### Joint Local Plan/ Keele University Growth Corridor

The PC together with our Borough and County Councillors and the chair of Silverdale Parish Council attended the meeting with the Borough in their capacity as owners of the Golf Course to receive a presentation on plans for the development of the 'Keele Growth Corridor. Notes of the meeting have been circulated but are appended to this document for convenience.

A letter was sent to the Borough Council requesting they engage in proper dialogue with the owner of Keele Driving Range with regard to the outline plans to use the site for housing. The letter reasserted our unconditional support for the Driving Range and was circulated to all Parish Councillors.

There is a meeting this afternoon between the Boroughs consultants and interested parties with regard to the Keele Growth Corridor (aka urban extension/ Golf Course). I will report on the meeting this evening. Councillors Naylor, Borg and I have confirmed attendance.

### Sustainable Energy Group (Keele University)

I attended a meeting of the group during which the case for further sustainable energy development at the University was outlined and plans for the Public Consultation discussed. Development of photovoltaic and wind (max three turbines) is likely to be at the south east corner of the University. Bernard Besly is attending today's consultation and will report back.

### Boggs Cottages

Following an impromptu meeting between a resident of Boggs Cottages, Wenslie and I, I have emailed Paul Northcott (Cabinet Member) to ask what the status of the agreed enforcement action is. Paul responded rapidly and his response has been circulated. It confirms what we already know about weaknesses in planning enforcement in the Borough.

### Village Hall

The Chair of the Village Hall Committee (Diane Smith) and I met with a contractor who is providing a quote for the most economical solution to securing the structural integrity of the building. This will be discussed at September's meeting where Diane Smith will outline ways forward with regard to the building.

### Hedges

Problem hedges: Quarry Bank, Station Road after the turning into Old Chapel Close, A525 portions of Station Road, Three Mile Lane inc the Keele Farm House section.

### Policing

The local policing team have been reminded of drug use issues at the bridge end of Quarry Bank Road.

### Pepper Street Notice Board

The acrylic window has been broken and needs replacement.