

<p>18/115</p>	<p>GDPR The Clerk reported back on the outcome from the Gap Analysis with Staffordshire County Council DPO, which was also attended by Mr Andras. To consider arranging (mandatory) training for Councillors (£90 per hour) RESOLVED to arrange training for Councillors for 2 hours locally. Other parishes to be invited if available and the cost to be shared. Subject Access Requests (can be received by any parish councillor verbally or in writing – one calendar month response from receipt) The importance of responding to these requests were noted and accepted. Information Security (encrypted usb sticks, SCC email accounts, archives (6 years)) The importance of security of information was noted and accepted by all. The Clerk is to discuss the potential for the County Council emails with the IT department. This will be discussed at the next meeting. Data Breaches (reporting within 72 hours to DPO) This was noted and accepted. Consents for newsletters/photos/mailshots This was noted and accepted for any photos etc.</p>	<p>Clerk ALL ALL Clerk Next agenda ALL ALL</p>
<p>18/116</p>	<p>Planning applications – to provide comments on the following: Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire - next actions from Parish Council It was noted that the conditions 9 and 10 were still outstanding. A letter had been sent to Guy Benson regarding the bond, which had been passed to Elaine Moulton for a response. The Clerk is to respond to say that unless they receive a response within 5 working days, a formal complaint will be lodged. <u>Tree Status Enquiry</u> Keele Lodge Keele Drive Keele University Keele Newcastle Under Lyme Staffordshire ST5 5AU Ref. No: 18/00163/TCA – This was noted.</p>	<p>Clerk</p>
<p>18/117</p>	<p>Reports Chairman’s report including Neighbourhood Plan update – Mr G Bibby The Chair’s report was briefly discussed at Appendix A. Cllr Jones is to send the TRO to the Clerk for Keele Road closure, which is expected to have been reprogrammed. Parking posters are available, and people are asked to post the notice, take a photo with the number plate and pass the details to PC Shropshire. With regards to the naming of the Hawthorns, Dr Studd is to write a letter of complaint to Neil Guest stating the reasons for the names. Mr Bibby will request a meeting with Neil Guest. Dr Studd will also approach Cllr Tagg, and Cllr Northcott to be included in the mail. The University have agreed to move the new sign at the village entrance to the University to a location further down the path to reduce its visual impact and to consider amending the text. Mr Bibby to report the concerns about the spring bulb planting around the memorial tree to Ms Barker. Councillor Studd suggested that the sign may be on land owned by the County. The local plan was discussed briefly along with the concerns about the Keele Golf Course masterplan, and the lack of input from Education and Highways. It was also noted that Boggs Cottages was being pursued by Cllr Kearon, who will speak on the item at Cabinet. County & Borough Councillors Cllr D Jones and Cllr Kearon Cllr Kearon had circulated an update earlier in the day which was noted as read. Cllr Jones provided an update on the £35m budget savings to be made for</p>	<p>DJ ALL GB RS GB</p>

	<p>next year at the County. An alternative budget will be produced. He also noted there are a number of issues with the proposed Keele Growth Corridor masterplan.</p> <p>Staffordshire Parish Councils Association – Mr Bibby – Nothing to report</p> <p>Borough Standards Committee –Cllr Naylor – Nothing to report</p> <p>Betley Keele and Madeley Locality Action Partnership –Mrs Naylor/Mr Downing – A meeting had not been held, but it was agreed that Mr Downing would be the rep supported by Mrs Naylor.</p> <p>Village Hall Management Committee – Mrs Hughes – This had been discussed earlier.</p> <p>Litter Collector report – Mrs Naylor – This had been circulated by email and was agreed.</p>	
18/118	<p>Amenities</p> <p>Yew Tree – distribution and content – Mr J Borg</p> <p>Mr Bibby to liaise with Mr Borg.</p> <p>To note Yew Tree irrigation winter service- 1st October 2018</p> <p>This was noted.</p> <p>Notice board – quote to replace Perspex Quarry Bank</p> <p>A quote had been received. The Clerk was asked to obtain a breakdown to justify the cost. This will be considered on the next agenda.</p>	<p>GB</p> <p>Next Agenda Clerk</p>
18/119	<p>Other matters for consideration:</p> <p>Safer Roads funding bid for vehicle activated signs</p> <p>Discussion took place regarding a bid to the next round. It was agreed that 2 signs will be applied for highlighting the dangerous bends to be located by Pepper Street/Quarry Bank and by Top Farm Keele. Mrs Hughes and Mrs Naylor to obtain residents approval. It was noted that we also need to renew Highways and Police support. The Clerk will find out when the round opens.</p> <p>Keele Growth Corridor – update following meeting on 21 August</p> <p>This had been discussed earlier on the agenda.</p> <p>Sign by Keele University</p> <p>This had been discussed earlier on the agenda.</p> <p>Green space in front of the Hawthorns – Dr R Studd</p> <p>This is ongoing.</p> <p>Update on Boggs Cottages – Cllr Kearon /Cllr Dave Jones</p> <p>It was noted that Cllr Kearon had not been contacted by the Officers, despite requests. This will be discussed at Cabinet.</p> <p>Follow up of offer from County Council (Lighting Team) to reduce the level of street lighting in The Village – Mrs Naylor</p> <p>Mrs Naylor suggested there were 18 lights which are too bright and need to be looked at. It was agreed that Mrs Naylor will pursue this with the Streetlighting team at the County Council. Cllr Jones suggested it could be part of the new LED pilot programme. Mrs Hughes stated residents of Pepper Street would not want a reduction in lighting.</p> <p>Hedges – volunteers Quarry Bank Road</p> <p>Nothing further to discuss.</p> <p>HS2 presentation – expected date 25th September 2018</p> <p>RESOLVED that the presentation will take place on 25th September at 7pm at Keele Village Hall. Arrangements are to be confirmed and circulated as soon as possible.</p>	<p>SH WN Clerk</p> <p>WN</p> <p>ALL Clerk</p>
18/120	<p>Clerk's Reports</p> <p>Correspondence</p> <p>To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda :</p>	

	<p>Draft Statement of Licensing Principles for 2019-2021. https://www.newcastle-staffs.gov.uk/all-services/business/licensing/current-licensing-consultation Comments before 12th October 2018. RESOLVED that there were no further comments to add. Nominations for SPCA Executive for the Newcastle district (Friday 19th October) There were no nominations. Invite to attend the annual Remembrance Day Parade and Church Service in the Parish Church of St Giles on Sunday 11 November 2018 at 10.00am. (leave Castle House at 9.15am) This was noted, and Mrs Naylor will attend. Cllr Jones noted that there is a new war memorial in Silverdale and a ceremony will be held. SPCA Budget training 1st November 7pm – 9pm This was noted.</p>	<p>Clerk</p> <p>WN</p>
18/121	<p>Financial matters: To approve payments/orders, receipts and transfers, budget update and bank reconciliation – Appendix A RESOLVED to make the payments as per the attached schedule. It was agreed that Mr Bibby will provide copies of invoices for ink reimbursement to the Clerk. To start to consider priorities for the draft budget for 2018/19 and budget update Appendix B All to consider for the next agenda and to bring their suggestions. This will be the first item for discussion.</p>	<p>GB</p> <p>Next agenda</p>
18/122	<p>Any Other Business for future agendas Meeting closed at 8.55pm. Appendix A- Payments Schedule</p>	

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

- 16th October 2018
- 20th November 2018
- 18th December 2018

Approved Payment Schedule – September 2018

BACS	Payee	Particulars of payment	Amount £
bacs 43	SLCC Cheshire	Training 27 Sept 18 Clerk/RFO	6.00
bacs 44	HMRC	HMRC tax Chairs Allowance	44.00
bacs 45	C Withington	Sept Salary	336.49
bacs 46	C Withington	Sept Expenses inc mileage	41.40
bacs 47	HMRC	Tax and NI (Sept)	92.60
bacs 48	Mrs W Naylor	16th August - Sept 16th (4 weeks) Litter collection -14.25hrs	124.69
bacs 49	Jan Simpson	Locum salary	34.80
bacs 50	Jan Simpson	Locum expenses	9.00
bacs 51	Steve Hough	Grass cutting and strimming under yew tree	80.00
bacs 52		Monthly Total	768.98

Keele Parish Council Chair's Report: September 2018

Transport

It seems that the advertised closure of Keele Road was misdirected information from County and that the road to be closed was in Newcastle rather than the village. Clare is seeking clarification. The Universities boundary at the bottom of Keele Road has now been fenced. Considerable scepticism exists over how robust the fencing will prove.

The parking season is upon us, I will bring copies to our next meeting of the 'Police Notice' to be placed on cars prior to an email being sent to or Neighbourhood Police Team.

Hawthorns

I attended the meeting with Seddon on 7th September. The following was reported:

- Demolition is now complete with the exception of the Management Centre, crushing o material was expected to continue for another few weeks
- The material storage area was in development and deliveries of materials were to be expected in the next two weeks
- Road and sewer development for the next phase was in progress with roads 1 and 2 being surfaced on 12th September
- Bricklaying to super structures starts on 17th September
- Two plots were reserved at the sales event on 1st September
- Future sub-contractors have been briefed on the procedures agreed with the Parish Council
- The site entrance will be completed once the section 278 work agreements have been finalised with Highways
- Seddon will be seeking a 'Quality Award' for the development
- Forewarning will be given if any further material is to be moved down Three Mile Lane. Note: this movement results from the sub-contractor selling material to a third party and is not part of the development
- Virgin Media are putting in fibre links to the site
- Contractors continue to manage dust on the site. Recent wet weather has helped the dust issues.
- Wayne is clarifying how the shop unit will be managed e.g. ownership, letting, availability etc
- Wayne undertook to 'cone' the road in front of the Hawthorns in the event of Keele Road being closed. It now seems that this will not be necessary.

An unsatisfactory response was received from Neil Guest (NuLBC) with regard to the naming of roads on the Hawthorns. We will ways forward at our September Parish Council meeting.

New University Notice in Conservation Area

Both Wenslie Naylor and the PC contacted Louise Wallace (Borough Officer) with regard to the siting of the board in a conservation area. She passed the issue to 'Enforcement' who are considering the size of the board in relation to its location.

I met with Greg Dargue (University) and Jane Barker (University) following mail to Phil Butters who was unaware of both the content and location of the Notice Board. It was agreed that the board would be moved from its current position to a more appropriate location further down the footway and a right angles to its current location. It was accepted that there were problems with the content of the notice in that it ignored right of access issues e.g. for access to PO, Doctors, Pharmacy... and Greg undertook to review the content and design. It was stated by Greg that movement would need to be approved by the borough as the issue had been referred to them and thus that there may be a small delay in moving the notice.

Joint Local Plan/ Keele University Growth Corridor

There has been no further news on the 'Growth Corridor' proposals. I have met with Henryk Adamczuk (Chair Silverdale PC) to compare notes and agree ways forward. We identified variations between the plan presented in the Cemetery meeting and that provided by the consultants. We agreed that the current proposal was not fit for purpose and that any development on the site would need to be 'transport led'. This position is also supported by Keele University's representative at the meeting: Phil Butters. Henryk was to approach Dave Jones to see if County Highways had completed their transport assessment and to discover its contents if completed. I have continued to work with Sue Smith in her attempt to secure a meaningful meeting with the Borough. I have reaffirmed the Parish Council's continued support for her business and volunteered to attend any meeting which is arranged. Sue has heard from Neale Clifton following a treat to make a complaint following his failure to reply to an initial email, Borough Letting's have now offered to meet with her.

Pepper Street

A letter has been sent from the Parish Council to Guy Benson requesting information on the plans for a bond in relation to the remediation of the site. 13/00970/CN10 and 13/00970/CN09 are still pending consideration, they are mis-tagged on the portal and do not appear in a 'Keele Search', the Borough have been informed of this error but have not replied. Tony Kearon has briefed Paul Northcott on the history of Keele Homes, the site and bond (x.ref Borough Councillors report)

Boggs Cottages

A conversation with a local resident suggested that the site was not currently occupied following problems with water supply/ sewage.

Hedges

Problem hedges: 3 mile lane inc Keele Farmhouse, the plot at the top of Station Road, Quarry Bank. Three Mile Lane Steve Hough has cleared of any overhanging grass, cleared away all soil that had fallen onto the path from the fields and cut back some overhanging hedges from the junction by the Sneyd arms to the motorway bridge. He also cleared Keele Road from the junction with Quarry Bank Road to the A525. We need to consider at our next PC meeting if we want further edging work to be undertaken on Three Mile Lane. The area of footpath 'damaged by badgers' remains unrepaired. We also need to consider the edging of the A525 from the station to the Parish Boundary where the path is dangerously narrow in places, we have yet to hear from County on this issue. The footpath across the A525 still needs clearing and we will consider further action at our next PC meeting.

Pepper Street Notice Board

The acrylic window has been broken and still needs replacement.