

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 19th February 2019 at 7.00 pm at Keele Village Hall, Keele

Attendees: Parish Cllrs - Mr G Bibby (Chair), Mrs S. Hughes, Dr R Studd, Cllr T Kearon

Clerk – Mrs C Withington

2 members of public were present plus PCSO Crank and Forrest for item 19/015 only.

The Chair opened the meeting with the sad news of the death of Mr John Downing. Mr Downing had been a Parish Councillor for a number of years, and it was noted how much impact this would have on Keele and the Parish Council. Mr Downing was very much a part of Keele and Keele was a part of him. Mr Downing’s contribution to Parish life will be missed by all.

19/015 **PCSO Gemma Crank - progress with tackling illegal parking and general Police update**

Leaflets on parked cars by Parish Councillors

RESOLVED to bring this item forward on the agenda. PCSO Crank attended with PCSO Forrest to discuss the ongoing parking problems around Keele Road leading towards the by-pass. It was noted that a long term solution was required such as double yellow lines and a Residents’ Parking Zone. In the interim the Police would do their best to manage the situation with the limited resources available. The reasons behind the parking on the road were discussed in detail, and it was suggested that potentially it was due to the charges faced by the students for parking on campus and at the Golf Course, plus those who live on campus not being allowed to bring their cars onto the site. The Parish Council and Police agreed that the only real solution to the problem is to provide more parking potentially in the form of a multi storey car park which would see some underground levels created. It was noted that the initial views of planning officers is that some form of multi storey parking (with underground provision) would be acceptable, providing it did not breach the tree line. The Parish Council agreed that they should continue to look for solutions along with the Police and University. It was also noted that the lack of bus services between Silverdale and Keele is also adding to the problems. The issue of the advisory notices was discussed, and it was agreed that these may have helped to educate those not aware of the issues created by their parking habits. The Parish Council do not intend to continue to post theses notices at present. The Police will now adopt an approach of serving Section 172 notices to obtain driver’s details in order to pursue prosecution. Where possible tickets will be issued to drivers of the cars, seen by the Police at the time. Additionally the Highways officers will be asked to ensure the by pass is a clearway (with no stopping) with double yellow lines.

Clerk

Other matters included the police statistics which saw 2 anti social behaviour incidents, 1 drugs offence and 3 thefts on campus.

The Chair thanked the police for their input and understood the drain on their resources, and where this fits in the overall priorities. The Clerk will send over dates for future meetings, in the event that a police update or attendance can be provided. PCSO Crank and Forrest were thanked for their attendance and left the meeting.

Clerk

19/016 **Public Open Forum**

Two members of public were present to talk about the proposed moveable speed sign by Pepper Street/Quarry Bank. There were concerns about the flashing lights being intrusive on their property. Additionally they felt that the

signs would not have the desired effect, being located on the bend rather than before (on either side). It was also note that tractors etc have trouble exiting the junction from Quarry Bank. The residents suggested that the sign should be 50/60 yards before the bend. Vehicles should also be reminded that the road is 30 mph when leaving the bypass. It was agreed to install the post on the other side of the road opposite the bus stop, by the wide grass verge nearer to Silverdale. The sign will also be a Speed Indicator Device which will be movable if necessary. This location will need to be agreed with Highways.

Clerk
Clerk

19/017 **Apologies** – Mrs. W. Naylor, Mrs T Wright, Professor P Andras, Ms V Newman, Dr J Borg, **Dr D** Hindmarch and County Councillor Mr. D Jones.

The Clerk was asked to remind the Parish Councillors of their duty to attend meetings.

Clerk

19/018 **Declarations of Disclosable Pecuniary Interests** – None.

19/019 **Minutes of the Parish Meeting held on 15th January 2019**

1. To approve

RESOLVED to approve the minutes as a true and accurate record.

2. Matters arising not on the agenda

Dr Studd noted that the missing names on the war memorial was being disputed, therefore it was agreed to leave this until the matter was resolved.

19/020 **Keele Village Parking – to provide comments regarding proposed Traffic Regulation Order (Double yellow lines and Resident Parking zone) to Highways – See Appendix A**

The Parish Council agreed with the plan put forward originally to Highways regarding double yellow lines and Residents’ Parking Zone, however it was agreed that we should also ask that the A525 is a Clearway and also that the double yellow lines extend to the splay around the Golf Course. The Clerk is to confirm that residents will be consulted regarding both schemes with Highways.

Clerk

Clerk

19/021 **General Data Protection Regulations (GDRP)**

To approve the following:

- Acceptable user policy (All to sign signing sheet) – See Appendix B

RESOLVED to adopt this policy. Those present signed the signing sheet to accept the policy.

ALL

- Retention and Disposal policy – See Appendix B

RESOLVED that this be adopted, subject to the minutes being retained by Keele University Archives. Clerk to confirm that these cannot be removed and are securely kept.

Clerk

- Removable media policy – See Appendix B

RESOLVED that this be adopted.

Clerk

19/022 **Planning applications – to provide comments on the following:**

Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire – remediation of spoil tip

A brief discussion took place. It was thought that the contractors were cutting in deeper than originally envisaged. The Chair was asked to invite Ms Crossley to attend the next meeting in order to give an update.

GB

[19/00089/TCA | Previously pollarded Maple to be reduced to previous pruning points to reduce risk of branch failure due to weak attachment points of new growth | 3 Church Bank Keele Newcastle Under Lyme Staffordshire ST5 5AT](#)

RESOLVED that there be no comments raised.

Advertisement hoarding Land Adjacent To Keele Golf Course Keele Road Keele Newcastle Under Lyme Staffordshire ST5 5AB Ref. No: 19/00010/DEEM3 **RESOLVED** to **OBJECT** to this advertisement hoarding due to the impact on the approach to the Conservation Area, the implications for

Highways safety on the bypass, inappropriate development in Green Belt and that it is of no benefit to the residents of the Parish.

19/023 **Amenities**

- 1. Relocation of the Keele village sign – Mr G Bibby

As the sign had now been found it will be passed onto Highways (Rob Steele) to ask them to relocate it as near as possible to the parish boundary by the M6.

Clerk

- 2. Permanent Community Speed Watch signs – Safer Roads Funding

RESOLVED to submit a bid for the above to Safer Roads. Mr Bibby to liaise with Michelle Shaker

**GB
Clerk**

- 3. Safer roads funding – to agree the order for the 2 signs Speed Indicator by Pepper Street/Quarry Bank Road and Dangerous Bend by Top Farm approach from Village, and to install posts at the agreed location

Taking into consideration the comments from the residents, it was agreed to ask Highways if the sign could be installed on the opposite side of the bus stop further down the road towards Silverdale. It was **RESOLVED** to put in a Speed indicator device rather than a warning sign on this post.

Clerk

It was also **RESOLVED** to install the Speed Indicator Sign (rather than a dangerous bend) on Station Road in a position to catch traffic coming up from the bypass. **RESOLVED** to approve the installation of 4 horse warning signs on Pepper Street (2) and Station Road (2) at a cost of £236 net.

Clerk

Clerk

- 4. Streetlighting in the Village – Mrs W Naylor (note report)

It was noted that Mrs Naylor would be writing to all residents to seek their views as a resident.

- 5. Highway Lane Lighting issues to request assistance from Cllr Kearon

It was agreed that the Clerk would re-forward the information to Cllr Kearon to follow up with the Borough Council, who were stating that the lights were all adopted by the County Council.

Clerk

- 6. To approve a quote for edging work on A525 and Three Mile Lane and dangerous trees on A525 – Mr G Bibby

Quotes will be brought back to a future meeting.

GB

- 7. Provision of services: gritting, security, verges etc – Mr G Bibby

It was noted that the due to the reduction in services provided by the County Council and Borough Council, the precept is likely to increase to fill the gap in 2020/21. In particular it was noted that the grit bins are not likely to be filled more than once next year. The Clerk was asked to report the empty grit bin at Church Bank, and the missing grit bin at Quarry Bank. It was agreed to monitor the state of the verges over the next year, which will be subject to a reduced schedule of cuts – twice a year. Additionally the weed spraying on the highway. Cllr Kearon was asked to obtain a schedule of maintenance provided by the Borough, to work from. The Chair stated that there may be a role for a community warden within the Parish, potentially working in partnership with the University. This will be considered on the April agenda, and Mr Bibby will raise the question with Sharon George, once Cllr Kearon has sent on the details.

Clerk

TK

**April
GB
TK**

- 8. War Memorial – additional names Dr R Studd

As noted in the matters arising.

19/024 **Other matters for consideration:**

- 1. To note High Speed Rail (West Midlands - Crewe) Bill - Additional Provision deposit of papers at Keele University, and start of petitioning from 15 February 2019 closing at 13:00 on 15 March 2019. Petitioning guidance

<https://www.parliament.uk/business/committees/committees-a-z/commons-select/high-speed-rail-west-midlands-crewe-bill-select-committee-commons/petitioning-guidance-17-19/>

This was noted.

- 2. Hawthorns Development – landscaping and green space

The Chair circulated the information for all to note. Any further information to be circulated as and when it becomes available. **GB**

3. Keele Growth Corridor – update if available

It was noted that the masterplan was being reviewed. It will be looked at in great detail regarding the traffic management for campus residents.

4. Update on Boggs Cottages – Cllr Kearon /Cllr Dave Jones

No further movement as yet. However Cllr Kearon is pushing for a review of enforcement action. It was also noted that the Borough Council are undergoing an Executive Management Team review following Mr.Clifton’s retirement. Cllr Kearon took the opportunity to note that he is still pursuing the issue of speeding lorries and also the car dealership on Leycett Lane. **TK**
TK

5. Dog Fouling on pavement near to School – Mrs Naylor

No further action required, following review by Ms Newman.

6. Wildlife and Countryside Act 1981 Application for Definitive Map Modification Order to Add a Public Footpath from Gallowstree Lane to Keele Road, Newcastle under Lyme to the Definitive Map and Statement of Public Rights of Way

This was awaited from Staffordshire County Council.

19/025 **Reports**

1. Chairman’s report including Neighbourhood Plan update – Mr G Bibby
This was noted as per the attached update. Mr Bibby noted that the Neighbourhood Plan is to be pushed forward. It was **RESOLVED** that in view of the potential new housing at the Golf Course, plus Pepper Street and Hawthorns that the housing need is likely to have been met, and therefore was not likely to require any additional sites. **GB**

2. County & Borough Councillors Cllr D Jones and Cllr Kearon

This was noted earlier on the agenda.

3. Borough Standards Committee –Mrs Naylor – Nothing to report.

4. Betley Keele and Madeley Locality Action Partnership –Mrs Naylor/Mr Downing

There was no update available for this meeting. The LAP had been informed regarding the loss of Mr Downing. Mrs Naylor was to attend in future.

5. Village Hall Management Committee – Mrs Hughes – There was no update available for this meeting.

6. Litter Collector report – Mrs Naylor

The Parish Council wished to thank Mrs Naylor for her efforts in keeping the parish clean.

19/026 **Clerk's Reports**

Correspondence

To review papers and correspondence received through the clerk and consider if any item requires further action on next agenda :

- Mayor’s Civic Mass at Holy Trinity Catholic Church, London Road, Newcastle on Sunday 3 March, 2019. The service will commence at 10.30am assemble in the Community Centre next to the Church by not later than 10.15am – This was noted.

19/027 **Financial matters:**

1. To approve payments/orders, receipts and transfers – **Appendix C RESOLVED** that the payments were approved as per the attached schedule.

2. To note the Bank reconciliation statement - This was noted.

19/028 **Any Other Business for future agendas**

Meeting closed at 8.55pm.

Dates of next meetings (Keele Village Hall at 7pm): 19th March 2019, 16th April 2019, 21st May 2019

Approved Payment Schedule:

BACS & Cheque No.	Expenditure	Details	TOTAL
bacs 72	Access Irrigation	Yew tree contract Spring and solenoid	283.80
bacs 74	C Withington	Feb Salary	254.20
bacs 75	C Withington	Feb Expenses inc mileage	15.00
bacs 76	HMRC	Tax and NI (Feb) less 9 overpaid in Jan	54.60
bacs 77	Mrs W Naylor	Litter Collection Jan 13th - 12th feb	115.50
bacs 78	Mrs W Naylor	Gravel for War memorial	48.84
bacs 79	Mrs W Naylor	Gravel for War memorial	48.84
bacs 80	Smith of Derby Ltd	Clock service	282.00
		36 Total	1,102.78

Keele Parish Council Chair’s Report: February 2019

I write this Chair’s Report with a heavy heart following the unexpected and untimely death of John Downing on the morning of Sunday 17th February. I have visited John’s wife Moyra to offer condolences both personally and from the Parish Council and propose to write a brief notice for the website. John will be buried in St John’s Churchyard overlooking the community he loved and did so much for. I will let you know as soon as details are available of the time and date of the funeral. We might wish to consider a Parish Council memorial to John.

Transport

Our new PCSO, Gemma Crank has renovated the moribund communications links with the Parish Council and is now responding promptly to our mails on the subject of parking. I had a long and useful conversation with her over a week ago. Following the disappointing opinion of the local police team’s PC Maxine Shropshire that parking against double white lines was not an offense, the team have had opportunity to review this opinion and are now bringing prosecutions against illegal parking against double white lines, at junctions, blocking pavements or entrances to fields and properties. They have limited capacity to do this and look forward to County progressing the TRO’s we have proposed. I asked Gemma to give Dave Greatbatch a nudge and ask him to update us on progress, she did and Dave did respond after a fashion. Pressure from the local force may be helpful and moving the matter on. Meanwhile, despite at least two prosecutions being brought against ‘bend parkers’ and notices going out to students and staff, illegal parking on Keele Road remains undiminished and is now being supplemented by some exotic additions e.g. in the village near the pedestrian crossing, on the verge by the Golf Course and by the pedestrian crossing on the A525.

Hawthorns

We are sorry to learn that Wayne Foster, site manager of the Hawthorns is moving to a new job with a different company in a few weeks’ time, his successor has yet to be announced, I am pushing Seddon for a hand-over meeting as soon as possible, preferably with Wayne present as site issues are complex and the project is already three months behind schedule. Issues raised in my informal meeting included the Quarry Bank Car Park remains open for an indeterminate period. As complex investigations of contamination and significant utilities work need to be done it was felt the delay in closing the space was unfortunate. The routing of the electrical cabling along the lower portion of Quarry Bank Road will prove challenging, the original plan of the Utilities company had been to close the road. Details of the management scheme have been forward in response to detailed questions from us about various aspects of the management of POS. I suggest this be added to our April agenda for a thorough consideration. The show houses and first occupants are still on schedule to move in in April. Meanwhile, St

John's Church have produced a lovely 'Welcome Pack' for new residents (circulated). I will see if our own welcome leaflet might have anything to add and any comments from Councillors would be welcome.

Pepper Street

I have received comments from concerned parties that the fire may well be more deeply seated than was initially suspected. The same parties wondered how the developers would ever profit given the great costs of remediation. I have walked the Hollywood path past the site and reported concerns regarding the conditions of horses be kept to 'Professional', Jane Crossley responded very quickly and was to investigate. Meanwhile, the excursion was instructive: the 4x4 users are rendering some of the footpaths almost unusable.

Community Speedwatch

The next round of funding of SSRP Grant Funding may well be the last but will be open for applications between 1st March to 30th April. I will propose we move forwards with the proposal to install permanent CSW signage around the Parish following Michelle's proposal from 2018 (recirculated). Total cost will be in the region of £1,243.15. Now the weather is improving, I will try and get a few sessions in on the A525 and Pepper Street. I have no volunteers from the village as yet but perhaps the new residents at the Hawthorns might join the scheme?

VAS: Pepper Street

I have met with residents of 'The Cottage' adjacent to the proposed site for a vehicle activated speed sign by the exit of Quarry Bank. We inspected sites for the location of VAS and discussed the difficulty of physical traffic calming measures. The residents will attend tonight's meeting and contribute to the discussion at the beginning of the meeting.

Edging Off of A525 and Three Mile Lane

I met with Steve Hough to highlight the edging off work most needed on the A525 and Three Mile Lane. He is to provide a series of quotes for various levels of work.

Village Sign

I have inspected Three Mile Lane for sites for the installation of the rediscovered Keele sign. There is a site on the left hand verge coming in to Keele, immediately after the bridge over the M6.

Neighbourhood Plan:

The uncertainty regarding the Golf Course development (amongst other things) has left our Neighbourhood Plan in limbo. I have had casual conversations with a number of members of the KNPG and have a strategic direction taking shape in my head with regard to housing policy which is the most difficult area. I would like confirmation from the Parish Council that we wish to continue with the Neighbourhood Plan and for a broad strategic to follow with regard to housing. I intend to discuss this with you at this evening's meeting.