

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**  
**Held on Thursday 11<sup>th</sup> October 2012 at at 7.00 p.m. at Sustainability Hub, Keele**

Attendees: Parish Cllrs Mrs Naylor (Chair), Mrs Abercrombie, Mr Hindmarch, Cllr R Studd, Ms Newman, Mrs A Studd, Mr Bibby, Cllr Kearon  
 Clerk – Mrs C Withington

Guests: 2 members of public and PCSO Durber

Ref	Action
12/10/362	<p><b>Apologies received through Clerk</b>            Apologies received from Mrs Hughes, Mr Downing, Mrs Wedgwood and Rev Tillier</p>
12/10/363	<p><b>Declarations of Disclosable Pecuniary Interests relating to items on the agenda</b>            None declared at the meeting.</p>
12/10/364	<p><b>To consider approving and signing minutes of the last Parish Council meeting held on 13<sup>th</sup> September 2012</b>            Minutes were approved and signed as a true and accurate record.            Clerk to request that Streetscene or Highways clear the pavement at Quarry Bank. <span style="float: right;"><b>CW</b></span>            Noted that Mr Bourne had agreed to cut the hedge at Quarry Bank and thanked the Council for the letter regarding flytipping. Mrs Naylor had attended HS2 meeting, but it concerned the south of the County, so no further information available.            Clerk to request Mark Cooper Adams looks at the halogen lights on the Management Centre building in addition to the free standing lights. Clerk to report that the trees are hiding the lights on the footpath by Hawthorn. It was felt that the new lights by Quarry Bank were helpful. <span style="float: right;"><b>CW</b> <b>CW</b></span>            All to carry out individual site visits before the next meeting, and to include an agenda item "Village Lighting levels and amounts". <span style="float: right;"><b>ALL</b></span>            Clerk to append Cllr Kearon's update to the minutes. <span style="float: right;"><b>CW</b></span></p>
12/10/365	<p><b>Public Participation:</b> No issues raised.            PCSO provided crime figures. Majority relate to on-campus. Future figures to include drug related activities, and parking and comparison to year before. To be emailed in advance of meeting. <span style="float: right;"><b>PCSO</b> <b>Durber</b></span>            Highway Lane Turning area – noted that some parking has been occurring. Letter to be sent to all residents to ask them to refrain from parking to allow emergency vehicles to turn safely. PCSO Durber left the meeting. <span style="float: right;"><b>CW</b></span></p>
12/10/366	<p><b>Chairman and Portfolio Reports</b>            Chairman's Update (Parish Cllr Naylor)  <i>To consider the issues around the Yew Tree irrigation and bus stop improvements</i>            Noted that a quote had been received which has been sent to SCC for their consideration, 3 quotes were requested. The cost is quite high. There are ongoing issues for KPC to consider regarding maintenance of the system and running costs – expected to be £68 for servicing of electricity and water per annual. Additionally the system may need a drain down prior to winter at an approx. cost of £350, although there may be an alternative. SCC Arboriculturist will look at the proposals. WN to report back to next meeting. <span style="float: right;"><b>WN</b> <b>Next agenda</b></span></p>

Ref		Action
	<p><i>To consider taking on ownership of the two "1% for Art" sculptures located along the bypass/Keele Road and Station Road, and including on the asset register and insurance</i></p> <p>This was brought forward on agenda. Advice has been taken from the Sculptor who suggests shot blasting and repainting. Clerk to ask John Rhodes/Staffs County Council for permission to carry out this work and for financial assistance. In meantime University to be contacted by Cllr Kearon regarding assistance due to the Artwork featuring in their marketing campaigns. Chair to consider Realise funding.</p>	<b>Next agenda</b>
	<p><i>To agree the arrangements for a Diamond Jubilee orchard celebration event</i></p> <p>Simon Long has organised a day for volunteer planting the remaining 30 trees on November 14<sup>th</sup>. All to attend if possible.</p>	<b>ALL</b>
	<p>Suggested that 7<sup>th</sup> December 11am is the day for the celebration event to be held at the Cemetery. Aspire, Realise, PMT, Newcastle Countryside Project, Newcastle BC and the mayor to be invited. Parish Council to provide cakes. Keele Cemetery to provide tea, coffee and room.</p>	<b>ALL CW</b>
	<p><i>To note issues included in Chairman's report and consider for future agenda</i></p> <p>Noted.</p>	
12/10/367	<p>Administration</p> <p><i>Consideration of the CPRE subscription/donation (Parish Cllr Hindmarch)</i></p> <p>Mr Hindmarch to attend a branch meeting and report back to next available Parish Council meeting prior to making a donation.</p>	<b>DH</b>
12/10/368	<p>Highways</p> <p><i>To approve a quote for siding of Station Road from the Lengthsman Scheme (£229 remaining)</i></p> <p>A quote was received from Mr S Hough and it was <b>RESOLVED</b> that this be approved with the additional £11 being funded by the Parish Council.</p> <p><i>To consider a request to the Borough Council regarding buses serving the new municipal cemetery (Parish Cllr Naylor)</i></p> <p>Noted that this was a Borough wide issue, not Parish. However the Parish Council wished to support the request for the existing bus services to include the Cemetery (but no additional buses) which will be taken forward by Cllr Studd and Cllr Kearon.</p> <p><i>To consider action regarding clearing our village paths (Parish Cllr Naylor)</i></p> <p>It was felt that this is a project for next year regarding contractors clearing paths etc.</p> <p><i>To note the latest position with the Hollywood Gates (Parish Cllr Naylor)</i></p> <p>The Clerk reported that the gates were due to be locked shortly, following suitable high visibility markings had been applied to the gates, signs and suitable locks.</p> <p><i>To receive an update on the Finney Green lighting request (Cllr Kearon)</i></p> <p>Cllr Kearon to request the information from Mr G Williams and to report back – to be included on the next agenda.</p>	<b>CW</b>
12/10/369	<p>Amenities</p>	<b>Next agenda</b>

Ref		Action
	<p><i>To receive an update on notice board on Keele campus</i> The Clerk reported that a site visit had taken place with Graham Whieldon from the University. A location had been agreed in principle by the top of the steps in front of the Students Union, which would catch passers-by from the bus stops and the car park. Confirmation was awaited from Graham.</p>	
	<p><i>Review of young people in the Parish (Parish Cllr Wedgwood)</i> Rev Tillier had circulated some data in advance of the meeting. All to review and send additional info to Jane prior to next meeting.</p>	<b>ALL</b>
	<p>Cllr Kearon noted that discussions had taken place with the University, Students Union and PGC students regarding a youth club on campus for the community. Land is also available for play facilities. Cllr Kearon to liaise with Rev Tillier and residents John and Dawn regarding recommendations and action plan for youth facilities, prior to next meeting.</p>	<b>TK/JT</b>
	<p><i>To receive an update from Anthony Roberts on the Rural Runabout (if applicable)</i> An update was provided by Mrs Abercrombie on behalf of Mr Roberts. Overall bookings are up and funding is being sought for a new replacement vehicle. Noted that a donation request has not been received. Prior to consideration of making a donation, the criteria for use is to be requested by Mrs Abercrombie along with dates and minutes of meetings. Mrs Studd to attend the next meeting if possible.</p>	<b>AA</b>
	<p><i>To consider a contribution towards dog bins on University land</i> Noted that this would be parked until after the next University update meeting in November had taken place. Mrs Naylor to let the Clerk know if to be included on next agenda.</p>	
12/10/370	<p>Planning <i>To provide and agree comments on planning applications received since the issue of the agenda through Delegated Authority to the Clerk</i> None received.</p>	
	<p><i>To receive an update from the Parish Plan working group (Parish Cllr Hindmarch)</i> Nothing to update as yet. Clerk to ask Andy Halden for guide to completing Parish Plans.</p>	<b>CW</b>
	<p>Village Hall Matters <i>To receive an update from the Village Hall Management Advisory Committee (Parish Cllrs Hughes and A Studd) and the arrangements of a special meeting with the Committee</i> Clerk to speak to Ms Chaplin to request the date now, as the matter is dragging on. Date to be set prior to next Parish Council meeting.</p>	<b>CW</b>
	<p><i>To approve the instruction of a Commercial surveyor to provide a valuation of the Village Hall for Land Registry</i> A quote of £150 had been received from Butters John Bee which was approved. Clerk to instruct Butters John Bee.</p>	<b>CW</b>
12/10/371	<p>To receive an update on Keele and Silverdale Locality Action Partnership (Parish Cllr Wedgwood) An update was provided by Mrs Abercrombie. Ageing Well event to be</p>	

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	<p>promoted to Keele residents. Clerk to send information to Dr George at Keele Sustainability Hub for the Grey Matters project. Noted that the next meeting on 6<sup>th</sup> December is for Chairs and Vice Chairs only- Mrs Abercrombie to liaise with Mrs Wedgwood regarding the position. A speed gun has been acquired and Keele students have volunteered their time for Keele. A Community Pride event is taking place in the half term in Silverdale. The next LAP meeting is 7<sup>th</sup> November.</p>	
12/10/372	<p>Conservation matters  <i>To consider the locally listed buildings in the Parish as previously circulated</i>            Clerk to recirculate to all. Mr Hindmarch, Ms Newman, Mrs Naylor and Cllr Studd to meet to review this.</p>	<p><b>CW RS/WN/DH/ VN</b></p>
12/10/373	<p><i>To receive an update on Staffordshire Parish Councils Association (Parish Cllr Naylor)</i>            Nothing to report.</p>	
12/10/374	<p><i>To receive an update from Borough Standards Committee (Parish Cllr Wedgwood)</i>            Nothing to report.</p>	
12/10/375	<p><i>To receive an update from Borough Sports Council (Parish Cllrs Naylor and Newman)</i>            No nominations given at this meeting. Mr Downing to be asked if he would like to be involved in the future as Keele Parish Council rep, however deadline is 17<sup>th</sup> October.</p>	<p><b>CW</b></p>
12/10/376	<p><b>To consider support for Community Chest applications received - unspent balance is £1050</b>            This was noted, no applications have been received.</p>	
	<p><b>To consider applications for Keele Parish Council Grant Programme £1000 - unspent balance is £725 (none received)</b>            This was noted, no applications have been received.</p>	
12/10/377	<p><b>To receive an update from Borough/County Councillor – Cllr S Tagg, Cllr R Studd and Cllr T Kearon</b>            Cllr Studd suggested individuals looked at the budget consultation and respond. Noted that the Boundary Commission had not provided adequate maps regarding the changes. Cllr Tagg’s input of recent months has been very disappointing. Noted that the Golf Centre Appeal has been lost. The Site Allocations Local Policies consultation and Plan has now ended, a further consultation following comments is expected.</p> <p>Cllr Kearon reported that the Village Residents Parking Zone is due to be considered by the Joint Parking Cttee on 22<sup>nd</sup> October at 6pm by at the Civic Centre. The Highways recommendation is to not pursue this, however Cllr Kearon feels this was skewed by non relevant properties and should have concentrated on the five affected properties. Parking in the village seems to have improved, but is being closely monitored. Noted that some cars are now parking on Three Mile Lane. Cllr Kearon is following up with the Police regarding a temporary no waiting area.</p> <p>Broadband issues are still on-going – consideration to be given to the new Bus Turning proposals and the future issues regarding a new BT fibre optic</p>	

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	box. Cllr Kearon to liaise with Mark Lawrence.
12/10/378	<p><b>Clerk's Report and Financial Statement</b></p> <ul style="list-style-type: none"> <li>To discuss staffing matters</li> </ul> <p>Noted that the Clerk had received an increment following completion of Year One of Community Engagement and Policy. The Clerk is expected to be on maternity leave from March onwards – provisions will need to be made in the budget. The Clerks leave was also noted.</p> <ul style="list-style-type: none"> <li>To consider aims and objectives for next year and next year's budget</li> </ul> <p>Consideration to this to be given at the next meeting. At least it will increase with inflation. Noted that there is no cap placed on Local Councils if they increase over 3.5%.</p> <p><i>To approve payments/orders, receipts and transfers</i></p> <p><b>RESOLVED</b> that the attached list be approved and cheques signed at the meeting.</p>
	<p><i>To note budget position statement</i></p> <p>This was noted.</p>
12/10/379	<p><b>Papers and correspondence received</b></p> <p><i>Remembrance Day service for Newcastle Borough Council</i></p> <p>Noted.</p> <p><i>To review papers and correspondence and consider if any item requires further action on next agenda</i></p> <p>Individuals to respond to the Gambling Policy consultation. Localised Council Tax Support was noted.</p>
12/10/380	<p><b>Items for Future Agenda/Decisions</b></p> <ul style="list-style-type: none"> <li>Yew Tree – What's on events list to be included in future editions</li> <li>Consideration to be given to another week day for next year's Parish Council meetings</li> <li>Village Lighting levels and amounts</li> <li>To consider the issues around the Yew Tree irrigation and bus stop improvements</li> <li>Refurbishment of the "1% for Art" sculptures located along the bypass/Keele Road and Station Road</li> <li>To receive an update on the Finney Green lighting request (Cllr Kearon)</li> </ul>
12/10/381	<p><b>Dates of Future Meetings</b></p> <p>To note dates and venues of future meetings as follows:</p> <ul style="list-style-type: none"> <li>8<sup>th</sup> Nov (Students Union), 13<sup>th</sup> Dec, 10<sup>th</sup> Jan, 14<sup>th</sup> Feb, 14<sup>th</sup> March</li> </ul> <p>Dates were noted.</p>
12/10/382	<p><b>Meeting close</b></p> <p>The meeting was closed at 21.35pm.</p>