

## **MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Tuesday 16<sup>th</sup> June 2020 at 7.00 pm remotely by ZOOM**

Attendees: Parish Cllrs: Mr G Bibby (Chair), Dr R Studd, Ms V Newman, Dr D Hindmarch, Mr D Meakin, Mrs T Wright, Mrs W Naylor, Mrs S Hughes, Professor P Andras , BCllr T Kearon  
Clerk – Mrs C Withington  
There were no public present for the meeting.

### **20/31 Public Open Forum**

Speakers will be limited to 5 minutes each up to a total of 15 minutes.

### **20/32 Apologies - None**

### **20/33 Declarations of Disclosable Pecuniary Interests – None.**

### **20/34 To note the draft minutes of the Parish Meeting held on 19 May 2020 and agree in principle, with the signing in person taking place at the next available full meeting**

1. To approve – **RESOLVED** to approve the minutes as a true and accurate record. The minutes will be signed by the Chair.
2. Matters arising not on the agenda

The Chair did not write to Simon McEneny regarding Hawthorns in order to address the JLP consultation concerns first. A letter of complaint to be sent re Hawthorns next. It was noted that the response stated that there are no firm decisions regarding when the consultation will occur or how it will be conducted - i.e. truncated live events virtually.

**GB**

### **20/35 Covid – 19 – Community Response**

Noted that the group were encouraged to bid for funding, which has been done. There has been nothing received as yet. The number of requests are now very low.

### **20/36 Police Update – if available – No update available. It was noted that a Highways Police car is in the car park at the Church on a regular basis.**

### **20/37 To note (only) written reports circulated in advance:**

1. Chairman's report

The Chair's report was noted as attached. The late planning applications were noted. The removed mature tree at Top Farm is being replaced with an oak. With regards to the North Bound Keele Motorway Services Area applications - 18/00537/CN11 and CN03 – There were concerns regarding the surface water scheme, noted they are planning for 100 year events plus 40%. All to consider if necessary.

**ALL**

Town Board proposals were submitted. Also noted that Silverdale Parish Council has put forward regarding a new network of cycle paths. Val attended the Town Deal (Board) meeting. Opportunities are being considered and why people would want to visit/live in Newcastle. Expecting unemployment rate to rise to 4%. The next meeting will be notified. Minutes will be circulated. Mr Bibby has spoken to Mr Butters regarding their position on the new housing and the growth of the University. It was suggested that the transport hub should be located on the Rycroft site. Satellite hub at Keele in the more distant future. It was noted that Seddons may be looking for a variation re Hawthorns house re internal layout. DH and GB to draft a response for comments. The dog bin near to Knights Croft is now accessible following putting down some gravel by Seddon following a request from the Chair.

**DH GB**

2. County & Borough Councillors Cllr D Jones and Cllr Kearon – Cllr Kearon has been dealing with a resident regarding a Finney Green development on a farm in that area, also broadband issues and campus social distancing issues.
3. Village Hall Management Committee – Nothing to report.
4. Litter Picker report – WN has restarted. Two massive fly tipping on Lymes Road

both reported – with lots of nitrous oxide canisters. Cemetery access is open all the time so there has been some ASB issues. Councillor Naylor suggests volunteers to lock the gates at night in the week at 8.30pm as its staffed in the week in the morning. Also to lock up at 8.30am and 8.30pm at the weekends. All volunteers to be notified to Mrs Naylor. The Borough Council would be happy to endorse such a scheme if approved by the Parish Council. To be discussed at July’s meeting. Keele Road is also a problem area for litter.

**Next agenda**

**20/38 Highway Matters**

1. Failure of Staffs County Council Highways to move forward with agreed Traffic Regulation Order and Residents’ Parking Zone in Keele Village – Mr Bibby has chased Mr Greatbach twice and heard nothing. It was **RESOLVED** to write to the Council Leader Philip Atkins and Chief Executive at the County Council and to copy in Mr Aaron Bell MP. Mr Bibby to compose a response and circulate.
2. Hedges and Paths – Mr Bibby  
The worse paths are Pepper Street to A525 needs cutting – Clerk to report to landowner re vegetation to be cut back. Station Road has overhanging briers and growth – WN to do this. Three Mile Lane is acceptable.
3. State of the path along Quarry Bank both before and beyond the Bypass bridge, also the shrubbery and trees overgrowth – Mrs Hughes – Whole side of hedges along Quarry Bank and trees overgrown, as well as weeds in tarmac on footpath. Hedges on Quarry Bank Road – private landowner to cut hedge from footpath. Adopted/unadopted to gates over bridge and beyond down Quarry Bank Road. No ownership so unsure who would take action. Tree hanging over the footpath beyond the section of the bridge branches hanging down. Gates are permanently open already reported to Staffordshire Highways. Mrs Naylor to coordinate a volunteer working party.
4. Re-siting of the PC owned public bench on the Hawthorns site to be on other side of the path – Mrs Naylor – Mr Bibby to write to Seddons to inform them we may wish to have it relocated, location to be agreed at the next meeting.
5. To consider a quote (£60) to cut the grass around the Yew Tree site (SCC owned) if SCC take no action (reported ref 4201035) – **RESOLVED** to approve on the condition the grass is removed by Mr Hough.

**GB ALL**

**Clerk WN**

**Clerk**

**WN SH**

**GB Next agenda**

**Clerk**

**20/39 General Data Protection Regulations (GDPR)**

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder) – noted.

**Clerk**

To renew the ICO registration at a cost of £40 – **RESOLVED** to approve.

**20/40 Website accessibility**

To consider the options available to make the website accessible – **RESOLVED** to move across to Redoko hosting at £5 per month.

**Clerk**

**20/41 Keele Neighbourhood Plan – to note progress– Mr Bibby**

Noted that the next meeting is on Wednesday 17<sup>th</sup> June at 6pm to discuss further.

**20/42 Joint Local Plan (JLP)(Standing Item)**

*To note the date for the joint meeting with Silverdale Parish Council to discuss responses to the Joint Local Plan (when the information is made available by the Borough Council, with Cllr Jones) and sharing costs to appoint Urban Vision as a planning consultant to provide a joint response - **RESOLVED** to include Duncan Hindmarch, Graham Bibby, Val Newman and Wenslie Naylor as the Keele PC reps on Tuesday 30<sup>th</sup> June at 6pm –*

**Clerk**

Clerk to circulate the invite details and include Silverdale Parish Councillors and Borough Councillors.

*Update on inviting Aaron Bell MP to an Extraordinary meeting to discuss the JLP – Extraordinary Parish Council meeting – **RESOLVED** to offer Monday 6<sup>th</sup> July at 6pm open to public – counter proposals if not.*

**Clerk**

20/43 **Keele/Silverdale/University Growth Corridor - response from Simon McEneny**

Noted already in the Chair's report.

20/44 **Planning applications – to provide comments on the following:**

Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire - Nothing new.

No applications

Boggs Cottages Appeal – Nothing new.

20/45 **Clerk's Reports**

**Correspondence** – Nothing further to add.

20/46 **Finance**

1. To note the public inspection period commencing 8<sup>th</sup> June until 17<sup>th</sup> July 2020 and associated risks/arrangements – Noted.
2. Renewal of Information Commissioners Office subscription £40 – Noted earlier.
3. To approve payments/orders, receipts and transfers - Appendix A – Approved as per the attached schedule.

20/47 **Any Other Business for future agendas**

Bus Shelter by Highway Lane/Hawthorns – quote to clean.

Cemetery opening/closing and rota of volunteers to be obtained – written confirmation to be obtained re other opening in the week.

Relocation of the bench by Village Hall/Highways Lane.

**Meeting closes**

**Date of next meetings:**

21 July 2020 (Zoom), 18 August 2020, 15 September 2020

**Clerk**

**Appendix B - Payments/orders, receipts and transfers**

BACS & Cheque No.	Expenditure	Details	TOTAL
Bacs 20	C Withington	Zoom reimbursement June	14.39
Bacs 21	Steve Hough	Bus shelter cleaning and painting - Stator	280.00
Bacs 22	C Withington	June Salary	259.36
Bacs 23	C Withington	June Expenses inc mileage	15.00
Bacs 24	HMRC	Tax and NI June	64.80
Bacs 25	ICO	Data Protection registration	40.00
		<b>Total</b>	<b>673.55</b>

Transfer required of £700 from deposit to current account **(to be approved)**

**Receipts**

**NIL**

## Keele Parish Council Chair’s Report: June 2020

### Keele Volunteers

Low levels of demand for volunteer help but some shopping, picking up of prescriptions and other minor help. The bulletin is produced on a weekly basis giving useful information. All bulletins are posted on the website


### Planning

I have had information that Seddon intend to make an application for a variance on their plans for the interior of Hawthorns House. The application is not yet on the Planning Portal. I have written to Seddon asking them to let us know the nature of the application.

We have some new applications:

**[5 day notice: Works to trees](#)** 

Top Farm Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AN  
Ref. No: 20/00438/TWA5 | Validated: Fri 12 Jun 2020 | Status: Pending Consideration

**[Application for approval of a Construction Traffic Management Plan as required by condition 11 of planning application 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 Newcastle Under Lyme Staffordshire ST5 5DA  
Ref. No: 18/00537/CN11 | Validated: Tue 16 Jul 2019 | Status: Pending Consideration

**All access to the site will be from the M6. I have no objections**

**[Application for approval of a detailed surface water drainage scheme as required by condition 3 of planning application 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 Newcastle Under Lyme  
Staffordshire ST5 5DA

Ref. No: 18/00537/CN03 | Validated: Thu 11 Jul 2019 | Status: Pending Consideration

**An attenuation pond is planned to cope with a 1/100 year flooding event + 40% for climate change. A plan is provided of storm drains to be installed together with necessary hardware. The plan is supported by a technical report. I have no comment to make.**

**From our last meeting**

- 1- **[20/00291/FUL|Variation of condition 3 of p/a 18/00456/FUL to allow equipment to remain on site until 31/03/2021|Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG](#)**

**[20/00285/FUL](#)**

Now permitted

- 2- **[20/00285/FUL|Single storey side extension, detached rear outbuilding, front porch and external wall insulation and render|27 Quarry Bank Newcastle Under Lyme Staffordshire ST5 5AG](#)**

Pending consideration

**Parking**

I have tried to contact Dave Greatbatch by phone and email but have yet to receive a response. His personal number noted he was not available, no message service available. I would welcome any suggestions regarding escalating this matter. My first thought is that we should contact our MP. The failure of a higher tier of local government to respond to communications from a lower tier is of great concern.

**Town Board**

As promised at our last meeting, we developed 5 proposals to submit to the Town Board for developments in Keele Parish:

Community Shop

Improvement of A525 'route to school'

Renovation of Sculpture

Broadband improvement

Path from Quarry Bank to Silverdale via Readheath and Silverdale Cricket Club

Many thanks to Wenslie for leading on the Silverdale Path.

We also supported Silverdale's proposal for a widening of the footway from Quarry Bank to Silverdale to create a pedestrian and cycle path. The proposal also includes traffic calming

measures at the Pepper Street/ Quarry Bank junction and was part of a wider series of Pedestrian/ Cycle routes proposed by the Western Areas LAP.

Many thanks to Val for attending the Zoom meeting last week. I have discussed the outcomes with her and she has offered to give a summary in our PC meeting.

### Neighbourhood Plan

I have now completed all paperwork associated with the grant form Locality which should be with us in due course. Since our last meeting, Val and I held a Zoom conference with Urban Vision consultants: Hannah Barter and Dave Chetwyn in which we thoroughly scrutinised the existing policy documents. Dave then provided commented versions of the documents which I have circulated to the PC and wider group. Urban Vision will support us in making the changes to a more streamlined, comprehensible and effective plan as outlined in my last report.

Technical assistance from AECOM was granted to develop design codes. I had a positive conversation with the consultant: Lucy Sykes, the brief outcomes of which I circulated.

We will discuss the joint meeting with Silverdale with regard to the Golf Course in our meeting 16<sup>th</sup> June.

We have a Zoom meeting on Wednesday 17<sup>th</sup> June, 19:00 of the KNPG to confirm our direction of travel given the approval of the Parish Council.

DRAFT