

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Tuesday 18<sup>th</sup> August 2020 at 7.00 pm remotely by ZOOM**

Attendees: Parish Cllrs: Mr G Bibby (Chair), Dr R Studd, Dr D Hindmarch, Mrs W Naylor, Mrs S Hughes, Mrs T Wright, Mr. D. Meakin, Mr. P. Andras.  
Clerk – Mrs J. Simpson

20/72	<b>Public Open Forum</b> - There were no members of the public present at the meeting.	
20/73	<b>Apologies</b> – Parish Councillor Ms V Newman, County Councillor Tony Jones, Clerk/RFO Mrs C Withington.	
20/74	<b>Declarations of Disclosable Pecuniary Interests</b> – WN declared an interest in agenda item 20/86	
20/75	<p><b>To note the draft minutes of the meeting held on 21<sup>st</sup> July 2020 agree in principle, with the signing in person taking place at the next available full meeting</b></p> <p>1. To approve - Noted to approve the minutes with the following amendments: 20/62 4. “marks on the verge” should read “left on the footpath”. 20/65. Delete last sentence commencing “Ms Newman to progress....” <b>RESOLVED</b> that the Chair signs the minutes at the next available full meeting.</p> <p>2. Matters arising not on the agenda 20/56. GB wrote to NBC and has ongoing communications with the resident. 20/59 GB had not written to the Planning Dept about the shop on the Hawthorns. It was agreed this was now not a necessary action. It was suggested that DH could write as an individual expressing disappointment that the shop was no longer likely to happen. 20/62 WN was thanked for her efforts 20/63 Letter had been written to SCC and a response was still outstanding. 20/68.1 The bench will be located and the land made good. 20/68.5 SCC had also been out and cut the grass 20/68.9 Ongoing 20/71 DH now taking this forward and putting the application together.</p>	
20/76	<p><b>Covid – 19 – Community Response</b> The thank you card from Her Majesty’s Lord Lieutenant of Staffordshire, Mr Ian Dudson CBE KStJ was noted. GB to circulate to the volunteers.</p> <p><b>Arrangements for meetings going forward including the Annual Parish (not yet held)</b> – Currently looking at the installation of broadband in Keele Village Hall so the possibility of a hybrid meeting could be explored.</p> <p><b>Disqualification of Parish Councillors</b>-it was noted that Parish Councillors would be disqualified for non attendance (Including remotely) during 6 months unless a special dispensation was granted (eg medical reasons).</p>	<b>GB</b>
20/77	<p><b>Police Update – if available – None.</b> GB had spoken with the local PCSO and nothing could be done about the “abandoned” car in the village as it was both taxed and insured. The lay by at Quarry Bank continues to be visited when on patrol.</p>	
20/78	<p><b>To note (only) written reports circulated in advance</b></p> <p>1. Borough Councillor Cllr Kearon Currently involved in 3 planning related cases. Planning enforcement has 300 open enforcement cases. There have been 61 since 1<sup>st</sup> April. The Inspectorate Hearing for Boggs Cottages is scheduled to take place on 6<sup>th</sup> October though the format of that meeting is unclear at present.</p>	

	<p>Keele homes were applying to extend to 25<sup>th</sup> September 2021 the revised 106 viability report at the Planning meeting that evening.</p> <p>2. Chairman’s report - Chairs report was noted as per circulated. It was <b>RESOLVED</b> to approve a donation of £155 to Save our Greenspace (SOG) to support the production of leaflets to go to all homes in Keele Parish.</p> <p>3. Village Hall Management Committee. The report was noted as per circulated. The Parish Council formally approved the repainting of the hall and expenditure from the Village Hall fund to install broadband. Plans for a Christmas party were underway.</p> <p>4. Litter Picker report – The report was circulated covering 17<sup>th</sup> July-10<sup>th</sup> August. WN still waiting for an update from NBC re the status of the burning of waste on Agger Hill. Litter in the usual hot spot areas but not as much as usual across the Parish.</p>	<p><b>WN</b></p>
<p>20/79</p>	<p><b>Highway Matters</b></p> <p>1. Update regarding Staffs County Council Highways to move forward with agreed Traffic Regulation Order and Residents’ Parking Zone in Keele Village – Mr Bibby Mr Bibby was asked by Highways if The Hawthornes should be included as consultees. This was declined as residents were not in occupancy during the times when traffic was an issue.</p> <p>2. Pepper Street and Red House-contact had been made with the relevant person and a request made to cut the hedge. Situation would be monitored. It was noted that the pavement was in poor condition, covered in twigs and needed cleaning using the scarab. It was noted this was the situation across the Parish.</p> <p>3. It was agreed that a “clean up day” with a multi agency approach was long overdue and greatly needed. TK to write to NBC and SCC to request a cleanup.</p> <p>4. Upgrading of Footpath 67 and 68 Madeley and Footpath 15 Keele to bridleway consultation. The Parish Council had no evidence or comments to make on this application.</p>	<p><b>WN</b></p> <p><b>TK</b></p>
<p>20/80</p>	<p><b>General Data Protection Regulations (GDRP)</b></p> <p>Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder) – Noted.</p>	
<p>20/81</p>	<p><b>Keele Neighbourhood Plan – to note progress– Mr Bibby</b> An update was provided in the attached chairs report. All policies had been written and an error in the Heritage and Character policy had been corrected. It was noted that the inclusion of green space had to meet specific criteria for its inclusion in the plan. The idea of including Keele Road field; a section of the golf course and The Narley to provide a green buffer to development was also mentioned.</p>	
<p>20/82</p>	<p><b>Joint Local Plan (JLP) and Keele/Silverdale/University Growth Corridor and Save Our Greenspace (SOG) (Standing Item)</b></p> <p>No further progress had been made in relation to the appointment of a planning consultant to respond to the future Joint Local Plan.</p> <p>Mrs Naylor has taken the leadership of the Steering Group which consists of 9 people and 5 meetings have taken place. It was agreed that Keele Parish Council web site could be linked to the SOG web site.</p> <p>The group will be writing to Cllrs A Fear; S Tagg, P. Northcott and Council officer McEnergy to express concern about the Town Deal. The JLP would have a 6-week</p>	<p><b>WN</b></p>

	<p>consultation but the application for Town Deal funding was scheduled to be in place by the end of October. Therefore there would not be time to include the results of the consultation within the bidding application form.</p> <p>TK will supply a list of people to contact about an alternative use for the golf course that aligns to Keele's commitment to environmental sustainability and cultural and public engagement.</p> <p>Funding for the group had already been approved in item 20/78 2 of the minutes.</p>	<p>TK</p>
<p>20/83</p>	<p><b>Other Matters.</b></p> <ol style="list-style-type: none"> <li>1. Keele Sculpture-WN had the forms from tarmac and would be sending to GB and the Clerk for further information. Closing date is 18<sup>th</sup> September and the application was for £1800.</li> <li>2. War memorial/grounds maintenance. The correct paperwork had been submitted by the contractor and it was <b>RESOLVED</b> to approve payment of the 2 invoices totalling £510</li> <li>3. Annual maintenance programme. It was agreed that further work was needed on the proposed list.</li> <li>4. Assets off Community Value-no update report available.</li> </ol>	<p>WN GB Clerk</p> <p>All</p>
<p>20/84</p>	<p><b>Planning applications – to provide comments on the following:</b></p> <p><b><u>Application for approval of full and detailed tree protection measures as required by condition 10 of planning permission reference 18/00262/REM</u></b> (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North of Pepper Street Keele Newcastle under Lyme Staffordshire Ref. No: 18/00262/CN10 - The Parish Council had no comments on this application.</p> <p><b><u>Application for approval of an Arboricultural Method Statement for all works within the Root Protection Areas (RPAs) as required by condition 12 of planning permission reference 18/00262/REM</u></b> (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 18/00262/CN12 - The Parish Council had no comments on the application.</p> <p><b><u>Application for approval of a schedule of works for all trees and hedgerows as required by condition 11 of planning permission reference 18/00262/REM</u></b> (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North of Pepper Street Keele Newcastle under Lyme Staffordshire Ref. No: 18/00262/CN11 - The Parish Council had no comments to make on this application.</p> <p><b><u>Application for approval of a scheme to limit the surface water run-off generated by the proposed development is required by condition 28 of planning permission reference 13/00970/OUT</u></b> for Residential development (maximum of 100 dwellings) Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 13/00970/2CN28 - The Parish Council noted that the deadline for submissions had ended. However, as the matter was still under consideration, the Parish Council would like to make the following comment: The Parish Council strongly oppose approval being granted and supported the recommendation of the flood risk team.</p>	

	<p><b><u>Application for approval of a scheme to manage the risk of flooding from overland flow of surface water on the proposed development is required by condition 29 of planning permission reference 13/00970/OUT</u></b> for Residential development (maximum of 100 dwellings) Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 13/00970/2CN29 - The Parish Council noted that the deadline for submissions had ended. However, as the matter was still under consideration, the Parish Council would like to make the following comment: The Parish Council strongly oppose approval being granted and support the recommendation of the flood risk team.</p> <p><b><u>Site Layout change to revise boundary lines for Plots 77, 78 and 79</u></b> University Of Keele Three Mile Lane Keele Newcastle Under Lyme Staffordshire Ref. No: 17/00953/NMA3 - Reallocation of land to create a larger garden for the Barn. The Parish Council had no objections to the proposal but wishes to point out to the Planning Department that the address in the application is incorrect.</p> <p><b><u>Large mature beech tree listed as T2999 unsafe and felling is recommended</u></b> Ilkley Place Park Silverdale Newcastle Under Lyme Staffordshire ST5 6QP Ref. No: 20/00574/TWA - This is an application in Silverdale Parish and not Keele and was not therefore discussed.</p> <p><b><u>Application for a non-material amendment relating to alterations to planning permission 18/00934/FUL</u></b> - Development of solar photovoltaic farm and energy storage facility known as "The Low Carbon Energy Generation Project (Solar Storage Development)" along with associated infrastructure Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BGR Ref. No: 18/00934/NMA - The Parish Council had no comments to make on this application.</p> <p>The Inspectorate Hearing for Boggs Cottages is scheduled to take place on 6<sup>th</sup> October though the format of that meeting is unclear at present.</p>	
20/85	<p><b>Clerk's Reports and correspondence</b></p> <p>Correspondence from the Lord Lieutenant of Staffordshire had been noted under 20/76</p>	
20/86	<p><b>Finance</b></p> <p>To approve payments/orders, receipts and transfers - Appendix A – <b>RESOLVED</b> to make the payments in line with the attached schedule.</p>	
20/87	<p><b>Any Other Business for future agendas</b></p> <p><b>Meeting closed 20.45pm</b></p> <p><b>Date of next meetings:</b> 15 September 2020, 20<sup>th</sup> October 2020, 17<sup>th</sup> November 2020, 15<sup>th</sup> December 2020</p>	

**Appendix A- To approve the following payments –**

Bacs and Cheque No	Expenditure	Details	TOTAL
Bacs 35	C Withington	Aug Salary	259.36
Bacs 36	C Withington	Aug Expenses inc mileage inc land reg golf cour	18.00
Bacs 37	HMRC	Tax and NI July	64.80
Bacs 38	Wenslie Naylor	Mid July to August - Litter collection 9 hrs 58 mins	133.01

Bacs 39	NS landscaping	Steps to bypass 250	250.00
Bacs 40	NS landscaping	Grounds Maintenance from 2019	260.00
Bacs 41	NS landscaping	Grounds Main 2020	260.00
Bacs 42	G Bibby	Zoom SOGS August	14.39
		<b>Total</b>	<b>1,259.56</b>

Transfer required of £324.16 from deposit to current account **(to be approved)**

**Receipts**

NIL		
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## Keele Parish Council Chair’s Report: August 2020

### Planning

**1. Application for approval of full and detailed tree protection measures as required by condition 10 of planning permission reference 18/00262/REM (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 18/00262/CN10**

The application notes that conditions 10, 11 and 12 require the submission of various details of tree protection measures which were already submitted in 2018 as part of the original reserved matters application and thus are a duplication, presumably in error. The application notes the relevant documents from consultants submitted in 2018.

Tyler Grange Arboricultural Impact Assessment Report 1189\_T01c\_JP\_LP dated 2 August 2018; and, • Tyler Grange Arboricultural Method Statement Report No 11189\_R02c\_JP\_LP dated 2 August 2018.

I have checked back and these documents were submitted and would seem to fulfil the conditions.

**2. Application for approval of an Arboricultural Method Statement for all works within the Root Protection Areas (RPAs) as required by condition 12 of planning permission reference 18/00262/REM (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 18/00262/CN12**

As above

**3. Application for approval of a schedule of works for all trees and hedgerows as required by condition 11 of planning permission reference 18/00262/REM (Application for approval of reserved matters for layout, scale, appearance and landscaping for the erection of 100 Dwellings) Please see covering letter Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 18/00262/CN11**

As above

**4. Application for approval of a scheme to limit the surface water run-off generated by the proposed development is required by condition 28 of planning permission reference 13/00970/OUT for Residential development (maximum of 100 dwellings) Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 13/00970/2CN28 (NOTE DEADLINE MAY HAVE PASSED)**

Still under consideration so we might comment. The application is technical in nature, I have read and broadly understood the report by the consulting engineers: CampbellReith. They conclude:

The strategy incorporates an infrastructure-based solution to manage run-off from the impermeable areas within the Proposed Development. The SW Drainage Strategy demonstrates that it is possible to provide a feasible drainage solution for the site, which includes a SUDS system to attenuate surface water run-off up to the 1:100 year plus 40% climate change event. Flow control devices have been utilised to restrict discharge rates to the agreed rate of 10 l/s prior to discharging into the 225mm public sewer. As such, SW run-off from the Proposed Development can be managed to ensure that it does not pose an increased risk to the site or its occupants or to the wider catchment. It is proposed that foul flows are directed to this sewer at manhole ref: 9403, via a gravity connection. The exact form of any future drainage system will be subject to detailed design at the appropriate stage of development. However, based on the information provided to CampbellReith, the proposed redevelopment of the site for residential use would be considered sustainable in terms of the management of Surface Water run-off.

I lack the technical background to comment but Staffs Flood Risk Team note:

### **Staffordshire County Council Flood Risk Management position**

We have reviewed the submitted information, but unfortunately, insufficient information has been submitted to demonstrate that an acceptable drainage strategy is proposed and that the risk of flooding has been properly considered. We would therefore recommend that planning permission is not granted.

#### **Reason**

The proposed development may present risks of flooding on-site and/or off-site if surface water runoff is not effectively managed. Whilst a preliminary surface water drainage strategy has been submitted, it is outline in approach and insufficiently detailed. At this planning stage we need to see the final detailed design.

In addition, for sites that are in excess of 1ha, a site-specific flood risk assessment is required to demonstrate on-site and/or off-site flood risks are effectively managed.

We ask to be reconsulted with the results of a drainage strategy and site-specific flood risk assessment/statement. Our objection will be maintained until an adequate analysis has been submitted.

We should submit a comment that we strongly oppose approval being granted and support the recommendation of the flood risk team.

**5. Application for approval of a scheme to manage the risk of flooding from overland flow of surface water on the proposed development is required by condition 29 of planning permission reference 13/00970/OUT for Residential development (maximum of 100 dwellings) Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire Ref. No: 13/00970/2CN29 (NOTE DEADLINE MAY HAVE PASSED)**

Still under consideration so we might comment. The Flood Risk Team again recommend rejection using the same wording as above. We should submit a comment that we strongly oppose approval being granted and support the recommendation of the flood risk team.

**6. Site Layout change to revise boundary lines for Plots 77, 78 and 79 University Of Keele**  
Three Mile Lane Keele Newcastle Under Lyme Staffordshire Ref. No: 17/00953/NMA3

Reallocation of land to create a larger garden for the Barn. Whilst I have no objections to the proposal the application gives the wrong address i.e. **University Of Keele** Three Mile Lane Keele Newcastle Under Lyme Staffordshire. We might comment to this effect.

~~7. Large mature beech tree listed as T2999 unsafe and felling is recommended~~ Ikley Place Park Silverdale Newcastle Under Lyme Staffordshire ST5 6QP Ref. No: 20/00574/TWA

**8. Application for a non-material amendment relating to alterations to planning permission 18/00934/FUL - Development of solar photovoltaic farm and energy storage facility known as "The Low Carbon Energy Generation Project (Solar Storage Development)" along with associated infrastructure** Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG Ref. No: 18/00934/NMA

ADJUSTMENTS TO ACCESS TRACK LAYOUT, CRANE MAINT-STANDING, POSITION OF SUBSTATION AND BATTERY STORAGE, COMPOUND LOCATIONS. ADJUSTMENTS TO LAYOUT OF SOLAR PANELS, OVERALL REDUCTION IN NO. OF PANELS TO 13,574 No. @ 400W EACH

No objections although it seems strange to have written the application in crayon!

**9. Boggs Cottages Appeal update if available**

No update available. I spoke to a resident of Boggs, they await a new date for the postponed enquiry. No one has been resident at the site during lockdown. The resident was concerned that regular visits from the Borough to confirm residence may not have been made/ recorded.

**Parking**

We received notice of the community consultation for the TRO's from County and can assume this will be implemented soon.

**Neighbourhood Plan**

Wenslie, Duncan, Val and I had a Zoom meeting with Dave Chetwyn, consultant on 24<sup>th</sup> July. He had drafted all the policies. Most were approved but Dave was asked to change KHD3: Keele Village Conservation Area in the Design and Character section as this had not taken into account the new build on the Hawthorns. We were tasked to prioritise any traffic congestion issues for which we have evidence. This is a critical issue as the congestion on Keele Bank and the A525 at rush hour will be a key point in any case we make elsewhere against the Golf Course development. Unfortunately, we cannot

collect evidence until staff and students return and, even then, COVID impacts may moderate traffic. We need to give careful thought to this.

Other homework included identifying TWO community projects which Community Infrastructure Levy might contribute towards. The Village Hall is an obvious candidate. A Community Shop might be another, but I suspect we do not have the capacity to drive this initiative nor the demand to make it viable. Your ideas would be welcome here. We were also asked to seek out evidence to support our allocations of Local Green Space, Wenslie and Duncan are working on this. In relation to LGS, Dave suggested we consider allocating a buffer to keep Keele's integrity should builds occur 'elsewhere'. The most obvious buffer would include the Narley, Keele Road Fields and the land on the other side of the A525 currently comprising the cemetery, Red Heath Plantation field, Driving Range etc.

There was some discussion of KEF 1: Employment

**1. Development for new employment will be supported in the following locations:**

- **Keele University Campus;**
- **Keele University Business Park;**
- **The Keele Centre, Three Mile Lane;**
- **Keele Driving Range;**
- **Keele Service Station.**

It was suggested that perhaps we might not approve of all development at these locations. It was noted by Dave that such a policy would not prevent us objecting to specific developments if we felt they were inappropriate. Having noted that the draft plan would be subject to review by the Parish Council, it was agreed to accept the policy as drafted.

I have now posted regarding the developing policies on the KNP website and Facebook page.

A copy of the draft policies is circulated with this report.

## Save Our Green Space

A community pressure group: Save Our Green Space has been set up to oppose the development of 1000 houses on the Old Golf Course. 861 (19:00 Sunday evening) people have signed a petition:

<https://www.change.org/p/newcastle-borough-council-stop-keele-golf-course-development>

A leaflet is in production for distribution to all residences in Keele Parish, a Facebook page has 220 members... Silverdale will also be distributing a version of the leaflet with its newsletter. I used delegate authority to approve a spend of £100 from the Parish Council to fund production of the leaflets. The Group meets every Monday at 18:00. Many thanks to all those involved; particularly Wenslie who chaired the first two meetings, Henryk who chaired the next two, Kev Barr who set up the petition and is working on a website, Blue Planet Communications (John and Tish) for PR/ Media Advice, Kathy Gatensbury for setting up the Facebook page, Duncan for survey and photographic work, Diane Smith for her wealth of experience in campaigns and for setting up the email account.

## Hedges etc

Having pursued some issues and walked the patch, I am pleased to note that all is in good order with two exceptions:



Quarry Bank hedge remains uncut. The nuisance this might cause is obviated by the almost permanent blockage of the footpath by cars parked by one resident of QB! A complaint has been received from residents of Quarry Bank and replied to. The grass cutting of verges was a little agricultural, but this has been the case everywhere in the Parish and given current circumstances... it was noted that the 'path to school' was obscured. I inspected and found it to be clear. I could not find any debris on the footway. A complaint was made about the hedge at the Lodge and its impact on the junction with Pepper Street. My inspection showed that the hedge had been recently cut and did not obscure the highway. Visibility is extremely poor at the junction, but it is hard to see how cutting the hedge would make much difference. We have written to County Highways asking them to inspect and give their opinion. We have also written to the user of the land alongside the footway on Quarry Bank asking they cut their hedge.

I have looked at the hedge adjacent to the footway along Pepper Street towards Silverdale, it needs a cut, we have determined that the Hollinshead family of Lower Farm, Finney Green use the land and Clare is writing to them. I have added the hedge to our schedule of work.

DRAFT