

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 15th December 2020 at 7.00 pm remotely by ZOOM

Attendees: Parish Cllrs: Mr G Bibby (GB) (Chair), Dr R Studd (RS), Dr D Hindmarch (DH), Mrs W Naylor (WN), Mrs T Wright (TW), Mr L Cohoone (LC), Ms V Newman (VN), Cllr T Kearon (TK), Mr D Meakin (DM), Peter Andras (PA)
Clerk – Mrs C Withington

20/139 **Public Open Forum** None

20/140 **Apologies** – Mrs Hughes

20/141 **Declarations of Disclosable Pecuniary Interests** – WN for the payment schedule.

20/142 **To note the draft minutes of the meeting held on 17th November 2020 to 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 to be signed by the Chair.

2. Matters arising not on the agenda

Payment to be taken on the domain from VN and to be reimbursed.

DH will be looking at the watercourses. WN has provided comments on the watercourses, ponds and flooding. Noted there is just one watercourse. **DH**

Covid 19 - GB to thank the Vice Chancellor for their response. **GB**

Item 20-128 – details have been circulated by GB.

Village clean up – leaves have been swept and a good job was done.

Highway matters- GB has written to Keele University asking for the trees to be cut around the streetlights – now been completed. VN noted that the Covid 19 testing sign is obscuring the crossing. GB to take a look and report it to them. **GB**

Five greenspace designations have now been progressed and agreed, to be finalised by the NP Group. GB to send onto the Consultant. DH to look at other areas if necessary providing they can be justified. **GB DH**

RS noted that the green by the bypass was once occupied by Knights Templar needs to be more justified and also the Old Hall site.GB to liaise with RS about this. **DH RS GB**

Noted the Asset of Community Value has now been made for the Golf Course.

Both hedges along Quarry Bank and Pepper Street junction have been cut.

Gate for Quarry Bank Road bridge to be on the next agenda. **Next agenda Clerk**

Debris on footpath was discussed and how we can tackle this. A leaflet to be obtained from Rob Steele Highways. Article to be included in the next Yew Tree. The law only requires removal of obstruction, interruptions and dangers – therefore we may rely on goodwill in most cases.

Footpath across the Golf Course – Clerk to confirm they have the evidence forms for the S53 application. **Clerk**

Footpath surface material used on the Hawthorns to be discussed with Seddons at the next meeting. **GB**

20/143 **Finance**

1. To further consider public comments if any on the budget priorities for 21/22 and to note the increase on the Council Tax base from 352 to 380 and the impact on the precept for 21/22 - see Appendix A – No comments have been received from the public. **RESOLVED** to approve the Precept to stay as it is this year i.e. £36.86 per Band D and the draft budget was approved, to be ratified at the next meeting. Clerk to notify the Borough Council that the precept will stay as it is £36.86. **Clerk**

- 2. To approve payments/orders, receipts and transfers - Appendix B – **RESOLVED** to pay in accordance with the attached payment schedule. **Clerk**
- 3. Reserves policy – See Appendix C – **RESOLVED** to approve the policy. **Clerk**
Noted the earmarked spend was approved.

20/144 Covid – 19 – Community Response

Note that a request has been received to assist with the vaccination programme.

20/145 Police Update – if available

Noted that a matter regarding a dog is being dealt with. There are lots of phishing scams and fake doorstep callers regarding Covid issues – all to be vigilant.

20/146 To note (only) written reports circulated in advance:

- 1. Chairman’s report

The Chairs report was noted. Parking consultation has been received from Highways at Staffordshire County Council. The solid lines are on the university side of Keele Road with entrances kept free for fields on the other side (dark blue on the map). There was some concern regarding the impact on Silverdale and displacing vehicles to that area. It was felt they would not walk from Silverdale. GB to speak to the Chair of Silverdale PC regarding their concerns. TK to also speak to Silverdale Parish Councillors.

GB TK

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

TK to speak to Dave Adams regarding clean up.

TK

3. Village Hall Management Committee – Broadband issue is still ongoing. Baubles on the tree outside has been positively received. Noted that the local horse riders were notified in the Yew Tree newsletter. WN to speak to the horse riders in future. Noted that 2 extra grants have been received for £1500 and £750 for the Hall, the Chair of the Village Hall Committee was thanked for her hard work.

WN

- 4. Litter Picker report – WN has submitted the report which was noted.

20/147 General Data Protection Regulations (GDRP)

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder) - Noted.

20/148 Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby –

Covered in the Chair’s report and earlier on the agenda.

20/149 Joint Local Plan (JLP) Standing Item)

Joint response with Silverdale Parish Council to the Joint Local Plan and to consider quotes for a planning consultant

The JLP may now be stopped following the Cabinet report on 9th December 2020, with a Borough only plan which could add delay of 2-3 years with expenditure of £500k. Parish Councils were missed off the list of the consultees. There was some concern about the agenda behind this decision. Local circumstances will still need to be taken into consideration from neighbouring authorities. There may be a mismatch with employment use and housing to be provided. The consultation is only online with a very quick turnaround. GB to provide some comments to the consultation and that as the 2 areas are interdependent with each other economically both plans should dovetail. Noted that SOGS will be meeting to discuss this in more detail.

GB

20/150 Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item) – Dealt with above.

20/151 Other matters

- 1. Hedges, surface of pavements, weed spraying and sweeping (Standing item) – Nothing further to discuss.
- 2. To consider in principle only at this stage tree planting (next Spring) - Mrs W Nylon – There are 5 areas which can be suggested on council owned

WN

- land. WN to liaise with Rob Steele and to bring findings to the next meeting.
3. Quarry Bank Field Gate and possible footpath application – Mr G Bibby – Next meeting. **Next agenda**
 4. Village Clean – Cllr T Kearon – Next meeting. **Next agenda**
 5. Resident concerns regarding broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes – DM to lead on the bid for funding for the broadband upgrade. Longer term the planning application for Pepper Street new development may deal with this, however this is in the longer term. GB to work with DM. **Next agenda**
DM
GB

20/152 Planning applications – to provide comments on the following:

FYI – there are numerous conditions (example of one) [Application for approval of design and the materials of the substation as required by condition 12 of planning permission 18/00933/FUL \(Development of two wind turbines \)](#) Land Adjacent To Springpool Wood, South Of Phase 3 And West Of Newcastle Golf Course, Keele University Keele Newcastle Under Lyme Ref. No: 18/00933/CN12 – Noted. All 11 conditions to be looked at by all and comments submitted.

FYI ONLY - **Application for works to trees in a conservation area** - 5 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AD Ref. No: 20/00968/TCA – Noted.

20/153 Clerk's Reports and correspondence – as circulated

To renew the Clerk's Society of Local Council Clerks membership at a cost of £28.90 (pro rata) – **RESOLVED** to approve. **Clerk**

20/154 Any Other Business for future agendas

Meeting closes

Date of next meetings: 19th January 2021, 16th February 2021, 16th March 2021, 20th April 2021

Meeting closed at 20.00hrs

Appendix A – Budget update and Draft Budget 2021/22

KEELE PARISH COUNCIL: Position statement as at 08.12.20			
	Approved Budget 2020/21 £	Estimated Outturn £	Draft Budget 21/22
EXPENDITURE			
Clerk's Payment (and office expenses)	5500	4373	5,500
Litter payment inc March 20	1800	967	1800
Grounds Maintenance (19/20) and (20/21)	300	620	300
General/Admin Expenses		0	
Councillor Expenses/Room hire/Subs/Printing	775	344	775
Miscellaneous	200	155	200
Data Protection officer Staffs County (19/20 and 20/21)	300	505	300
Audit	80	63	80
Insurance	700	430	700
Remb. Sunday wreaths S137 (19/20 & 20/21)	20	17	20
Subscriptions		0	
Parish Council Associaton	285	270	285
Society of Local Council Clerks	40	29	40
Campaign to Protect Rural England	15	15	15
Community Council	0	0	0
Information Commissioner	40	40	40
Parish Online Mapping	70	60	70
Village Lengthsman Scheme (funded from reserves £1500)	0	1500	0
Church Yard contribution S137	950	1000	950
Village Hall Contribution (Maintenance)	500	500	500
Misc Contingency	100	0	100
Yew Tree Annual Maintenance	500	630	500
Seats, shelters and Notice Boards	400	830	400
Special Projects (eg Website, planning consultant, SOGS)	500	1784	500
War Memorial	100	0	100
Expenses			
Chairman	250	300	250
Rural Runabout	0	0	0
S137 (Church clock)	215	242	215
VAT (recoverable)	0	867	0
Total	13640	15540	13640
Neighbourhood Plan	0	4463	0
Total	13640	20003	13640

Income 2020/21	Budget	Actual	Expected	Outturn
Precept	12,976	12,976	-	12,976
Council tax grant support	214	214	-	214
Keele University contribution	450	-	450	450
Bank Account Interest	-	56		56
NP Grant	-	4,463	-	4,463
Miscellaneous inc NP grant	-	-	-	-
Vat recoverable		495	867	1,362
Total	13,640	18,204	1,317	19,521
TOTAL OVERSPEND/-UNDERSPEND			Forecast (Over spend)	482.68

Income 2021/22	Budget
Precept	14,008
Council tax grant support	214
Keele University contribution	450
Bank Account Interest	50
NP Grant	
Miscellaneous inc NP grant	
Vat recoverable	
Total	14,722
Underspend	- 1,082

Council Tax Base = 380 (was 352)	Annual	Per Week
2018/19 Precept £12183	£38.16	£0.73
2019/20 Precept £12597	£38.50	£0.74
2020/21 Precept £12976	£36.86	£0.71
2021/22 Precept £14008	£36.86	£0.71

Reserves (carried forward to 20/21)	13,952
<i>By election contingency</i>	<i>4,000</i>
<i>N Plan Grant</i>	<i>1,050</i>
General Operating reserves (unearmarked)	8,902
Less overspend 20/21	483
Estimated reserves to 2021/22	13,469

Approved Payment Schedule Dec 2020

BACS Reference	Payee	Particulars of payment	Amount £
Bacs 73	Graham Bibby	Zoom Dec	14.39
Bacs 74	C Withington	Dec Salary	266.47
Bacs 75	C Withington	Dec Expenses	15.00
Bacs 76	HMRC	Tax and NI Dec	66.60
Bacs 77	Wenslie Naylor	Litter Nov to Dec 2020 8 Hours	76.00
Bacs 78	SLCC	Clerks Membership	28.90
		Monthly Total	467.36

Keele Parish Council Chair's Report: December 2020

COVID

Regular bulletins going our which are copied to Parish Councillors. Numbers of infections continue to fall in Keele and Silverdale and are the lowest in the Borough by a considerable margin. I continue to

Planning

This month

- [Application for approval of design and the materials of the substation as required by condition 12 of planning permission 18/00933/FUL \(Development of two wind turbines \) Land Adjacent To Springpool Wood, South Of Phase 3 And West Of Newcastle Golf Course, Keele University Keele Newcastle Under Lyme Ref. No: 18/00933/CN12](#)

As noted by Clare, there are a number associated applications to fulfil conditions associated with the

solar and wind farm. 11 in total. A number have now passed the expiry date for consultation, they were validated just after our last meeting. Nevertheless, they should be scrutinised. All are pending consideration and, I would guess, unlikely to be approved before the new year.

From last month

2. Application for approval of a Construction Environmental Management Plan (CEMP) as required by condition 10 of planning permission reference 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 Land Adjacent To Springpool Wood, South Of Phase 3 And West Of Newcastle Golf Course, Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 18/00934/CN10 - Permit
3. Application for approval of a Construction Environmental Management Plan (CEMP) as required by condition 5 of planning permission reference 18/00933/FUL - Development of two wind turbines known as "The Low Carbon Energy Generation Project (Wind Development)", one up to 77m to tip and one up to 67m to tip, along with associated infrastructure. Land Adjacent To Springpool Wood, South Of Phase 3 And West Of Newcastle Golf Course, Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 18/00933/CN05 - Permit

Parking

I requested an update from Alistair Bishop of County Highways. Following our request for changes, he had to conduct another informal consultation and has now circulated the formal consultation (fwd to you) incorporating our changes along Keele Road (double yellow lines along University side). He did not feel able to support our request to protect the bus stop on The Village nr the Farmhouse.

I strongly recommend we accept the plan as is. Any further changes would require further consultation and delay matters. As it stands, the vast majority of our suggestions will be implemented and we can move on to pursue the Residents' Parking scheme.

Neighbourhood Plan

The draft Design Codes have been circulated and comments made by recipients will be forwarded to the consultants by the end of the week. Similarly, 5 LGS documents have been prepared giving justifications for: University Green, Hawthorns Green, Keele Road Fields, Narley and the field leading down from Finney Green to the A525 to be designated as Local Green Space. These have now been circulated to the Parish Council and will be shared with Urban Vision. Many thanks to Val and Wensley for their hard work.

Save Our Green Space

The BIG NEWS here is the likely abandonment of a JLP approach to adopt a Borough Local Plan process. If this does go ahead, there will be a two to three year delay, the entire Local Plan process needs to be restarted from the beginning. I have drafted and circulated a letter to the Chief Exec: Martin Hamilton whose text I would like to ratify at our meeting on Tuesday. In the letter I note that we will respond in more detail to the proposal in due course. I would like to discuss this response on the PC meeting (15th Dec). Many thanks to Duncan for raising the alert on this very important issue.

Hedges etc

Quarry Bank lodge now cut as is the hedge on Quarry Bank. Many thanks Clare and the occupant of the Lodge who was very helpful when I went to see him.

Broadband Quarry Bank and Pepper Street

The residents' survey has been completed with limited responses. The responses received indicate a typical speed of 7 mbps with occasional outages. I would like to propose that the PC lead a bid for funding to implement fibre to the premises connections.

Village Hall

The saga of the internet connection continues, The Ring Cycle comes to mind. I do hope that BT do not have their offices in Valhalla.

The baubles have been very well received and we have had numerous positive comments.

A new Tai Kwan Do youth class is now using the village hall and the Rhythm Tots class have returned.

DRAFT