

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 19th January 20210 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), Ms V Newman (VN), Mr D Meakin (DM), Prof Peter Andras (PA)
Clerk – Mrs C Withington
No members of public

21/1 **Public Open Forum** None

21/2 **Apologies** Cllr T Kearon (TK), Mrs S Hughes (SH),

21/3 **Declarations of Disclosable Pecuniary Interests**

21/4 **To note the draft minutes of the meeting held on 15th December 2020 to agree in principle, with the signing in person taking place at the next available full meeting**

1. To approve – **RESOLVED** to sign as a true and accurate record. To be signed by the Chair outside of the meeting.

Matters arising not on the agenda

Neighbourhood Plan – Watercourses to be looked at by DH, to be considered at a future meeting when available. **DH**

GB had reported the issue to the University regarding the sign by the crossing. University has addressed the issue.

Neighbourhood Plan now looking at designations and meeting has been requested with Shawn Fleet/planning dept. A meeting to be held with all from the Parish Council included. **GB**

Hawthorns footpath materials – to be discussed at the next meeting with Seddons. **GB**

Village clean up to be discussed on the next agenda when TK can update. **TK Next agenda**

Comments provided by GB regarding Borough Council Local Plan.

21/5 **Finance**

1. To receive any final public comments and approve the final budget 2021/22 – Appendix A - **RESOLVED** to approve unanimously the budget as attached.

2. To further resolve to approve precept amount for 2021/22 at £14008 (stays same £36.86 per year Band D and note the council tax base increase from 352 to 380) – see Appendix A – **RESOLVED** to approve the precept at £36.86 per Band D. **Clerk**

3. To approve payments/orders, receipts and transfers - Appendix B **RESOLVED** to approve.

21/6 **Covid – 19 – Community Response** – GB noted that the bulletins have been issued. No requests for support. Testing facilities are working well. It was also noted that the vaccinations are being rolled out locally.

21/7 **Police Update – if available** – No update available. GB has received policing updates regarding scams.

21/8 **To note (only) written reports circulated in advance:**

1. Chairman’s report – As attached. Yew Tree to be drafted. Street sweep carried out and they did a great job. Land drains are blocked and pooling on Station Road blocking the drains and mud has run off the field. GB to contact the landowners. VN noted drains by Quarry Bank Road and The Village are also blocked by the zebra crossing. Clerk to ask when they are next schedule to visit the village to unblock the drains. To discuss other options for gully and drain clearing on the next agenda. **GB Clerk Next agenda**

2. County & Borough Councillors Cllr D Jones and Cllr Kearon – No update available.
3. Village Hall Management Committee – No line to village and now BT has started charging for a service not currently provided. Noted that they have now received grants of £10k, £1.3k, £1.2k and a further £6k grant. All hall use and cleaning has been suspended during this period of lockdown. There is a meeting on 28th January to discuss the funds and future plans. Noted that the car park gates are now locked.
4. Litter Picker report – No report submitted this time due to the snow fall. This will be covered at the next meeting. Fly tipping has been reported at Quarry Bank and also a large amount had been collected from Lymes Road. GB **WN** noted that Pepper Street may need some attention.

21/9 **General Data Protection Regulations (GDRP)**

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

21/10 **Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby** **ALL**

Design Code final draft has been circulated to all for final approval and sign off. Final drafting of the policies and plans are being worked through. We need to stress the need for the smaller housing in the Neighbourhood Plan.

21/11 **Joint Local Plan/Borough Local Plan (JLP) Standing Item)**

Borough Council Local Plan - Noted that the Borough Local Plan will be started from the beginning unless the information is valid in the current situation. The Town Centre plan was discussed in brief. It was also noted that housing needs will be considered in the Town Plan which will be submitted on the 29th January. Following this business plans will be drafted and then the funds released.

21/12 **Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item)**

Noted that the Section 15a (1) deposit has been made by the Borough Council. Noted that it was a Municipal Golf Course until 2015 and that the covenant requires it to be public open space if not a golf course. **RESOLVED** to agree to research a Village Green application and to work with Silverdale Parish Council on the application. Noted that the University have the licence on the car park. Noted that the advertising hoarding is now up. **GB Clerk**

To consider joining Campaign to Protect Rural England (CPRE) at a cost of £36 per year– **Mr D Hindmarch – RESOLVED** to approve. **Clerk**

21/13 **Other matters**

1. Hedges, surface of pavements, weed spraying and sweeping (Standing item) – Nothing further to discuss.
2. A525 Route to School – to consider a joint project with Madeley PC – Mrs Naylor – WN has spoken to Cllr White and Cllr White, and they state they are dealing with the Madeley section. Noted that the footpath is still needing to be addressed by Highways and widening. To confirm what Madeley Parish Council is planning and to add support.
3. Village/Keele Road Traffic Regulation order update– Mr G Bibby – Update to be requested. **Clerk GB**
4. To consider tree planting (next Spring) and proposed sites - Mrs W Naylor Mr Ashburner from the County Council has been out to look at the 2 sites proposed. It was stated that Quarry Bank by the bridge should be left as it

is a wildlife haven. Three Mile Lane wide verge at the top will be looked at again regarding 2 trees. Other sites to be considered includes the site by the sculptures. A donation of £200 has been suggested from the Keele Conservation Group. The cost is likely to be £200 per tree planted if we use the County Council to carry out the work. GB felt that it was worth pursuing but not at the cost of the Parish Council. The work will not be carried out until next Autumn. WN to pursue with the County.

WN

- 5. Quarry Bank Field Gate and possible Section 53 footpath application (Quarry Bank to Silverdale ref LH620G -) – Mr G Bibby – Photos have been taken and to be progressed by GB. WN was concerned about the current gate closure is allowing easy access. GB to bring the quote to the next meeting. Update awaited on the S53 application from the County Council legal dept.
- 6. Village Clean – Cllr T Kearon – Next agenda.
- 7. Resident concerns regarding broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes – DM has sent an application form in but it looks like all of Station Road, Quarry Bank and Pepper Street need to agree to it. Flyer to be considered to drum up support. Funding up to £1500 for residential and £3000 for businesses. Noted they may be some extra funds from County. Agreed to include the item in the Yew Tree.
- 8. Walleys Quarry Landfill– letter of complaint regarding nuisance odours and to encourage all to report each incident to Environment Agency and Borough Council – Dr D Hindmarch - It was noted that the smell has worsened and has been noticed in Keele. Meeting with Phil Butters and Keele Parish Council and the Silverdale Parish Council to discuss their campaign to get the matter resolved. All to continue to report the incidences as it occurs.
- 9. Keele Parish Bulletin and Yew Tree – Mr G Bibby – Noted in progress.
- 10. Pepper Street – mud on road following 4x4 events – to note further action following complaint – The event organiser has been contacted and confirmed they always clean the road and mud after event, as they did that day. The water is thought to be obtained from somewhere on site.

GB

GB

Clerk

21/14 **Planning applications – to provide comments on the following:**

To note Audley Rural Parish Neighbourhood Plan – Noted.

[Proposed sun room to front of the property](#) Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 20/01095/PLD – **RESOVLED** to object on the grounds of it being an unsuitable and unsympathetic alteration to the front of a major building in a rural setting.

[Permanent installation of electrolyser and grid entry unit \(as permitted under planning application 18/00456/FUL\) at the sports field within the boundaries of Keele University](#) Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 20/01076/FUL - Noted no comments.

[Variation of condition 2 \(To permit 1\) phased implementation 2\) elevation changes 3\) detailed landscaping drawings\) and removal of Condition 8 of planning permission 18/01011/FUL.](#) Plot 3 Keele University Science & Innovation Park Keele Road Keele Newcastle Under Lyme Staffordshire Ref. No: 20/01083/FUL - Noted no comments.

[Application for approval of tree protection measures as required by condition 2 of planning permission 19/00010/DEEM3 - Advertisement hoarding](#) Land Adjacent To Keele Golf Course Keele Road Keele Newcastle Under Lyme Staffordshire ST5 5AB Ref. No: 19/00010/CN02 – Noted.

[20/00478/FUL | Internal alterations to the existing barn including additional windows and two-storey extension to the rear | The Barn 9A The Village Keele Newcastle Under Lyme Staffordshire ST5 5AD - RESOLVED](#) to support the application on the grounds that the Conservation Officer has reviewed it.

21/15 **Clerk's Reports and correspondence** – as circulated

1. To consider a request from Census Co-ordinator to attend a future meeting regarding the forthcoming Census 2021 – Agreed to invite to the next meeting. **Clerk**

21/16 **Any Other Business for future agendas**

- Trees – Standing item
- Village Green application – Standing item
- Broadband – Standing item
- Yew Tree edition (pending lockdown arrangements)

Meeting closes

Date of next meetings: 16th February 2021, 16th March 2021, 20th April 2021, 18th May 2021, 15th June 2021, 20th July 2021, 17th August 2021, 21st September 2021, 19th October 2021, 16th November 2021, 21st December 2021

Meeting closed at 20.00hrs

Approved Payment Schedule Jan 2021

BACS Reference	Payee	Particulars of payment	Amount £
Bacs 79	C Withington	Jan Salary	266.47
Bacs 80	C Withington	Jan Expenses	15.00
Bacs 81	HMRC	Tax and NI Jan	66.60
Bacs 83	Graham Bibby	Zoom January	14.39
Bacs 84	C Withington	Zoom December	14.39
Bacs 85	Val Newman	Wordpress renewal Nplan \$18 tbc	13.29
Bacs 86	CPRE	Annual Membership	36.00
Bacs 87	Smiths of Derby	Clock service	298.80
		Monthly Total	724.94

Appendix A – Approved Budget 2021/22

	Approved Budget 2020/21 £	Approved Budget 2021/22
EXPENDITURE		
Clerk's Payment (and office expenses)	5500	5,500
Litter payment inc March 20	1800	1800
Grounds Maintenance (19/20) and (20/21)	300	300
General/Admin Expenses		
Councillor Expenses/Room hire/Subs/Printing	775	775
Miscellaneous	200	200
Data Protection officer Staffs County (19/20 and 20/21)	300	300
Audit	80	80
Insurance	700	700
Remb. Sunday wreaths S137 (19/20 & 20/21)	20	20
Subscriptions		
Parish Council Associaton	285	285
Society of Local Council Clerks	40	40
Campaign to Protect Rural England	15	15
Information Commissioner	40	40
Parish Online Mapping	70	70
Village Lengthsman Scheme (funded from reserves £1500)	0	0
Church Yard contribution S137	950	950
Village Hall Contribution (Maintenance)	500	500
Misc Contingency	100	100
Yew Tree Annual Maintenance (Spring and Winter)	500	500
Seats, shelters and Notice Boards	400	400
Special Projects (eg Website, planning consultant, SOGS)	500	500
War Memorial	100	100
Expenses		
Chairman	250	250
Rural Runabout	0	0
S137 (Church clock)	215	215
VAT (recoverable)	0	0
Total	13640	13640
Neighbourhood Plan	0	0

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

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Keele Parish Council Chair's Report: January 2021

COVID

Regular bulletins going out which are copied to Parish Councillors. Numbers of infections are again falling in Keele/ Silverdale and in the Borough as outlined in my last bulletin.

Planning

This month

1. [Proposed sun room to front of the property](#) Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 20/01095/PLD.
This is the property which has caused a degree of controversy. The footings have already been laid for the sun room which is out of character with the property and inappropriate. I believe we should object on that basis.
2. [Permanent installation of electrolyser and grid entry unit \(as permitted under planning application 18/00456/FUL\) at the sports field within the boundaries of Keele University](#) Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 20/01076/FUL
Part of the hydrogen scheme, temporary installation already in place. No objections
3. [Variation of condition 2 \(To permit 1\) phased implementation 2\) elevation changes 3\) detailed landscaping drawings\) and removal of Condition 8 of planning permission 18/01011/FUL.](#) Plot 3 Keele University Science & Innovation Park Keele Road Keele Newcastle Under Lyme Staffordshire Ref. No: 20/01083/FUL
The new Vet School. No objection as the removal of condition 8 is covered by condition 2
4. [Application for approval of tree protection measures as required by condition 2 of planning permission 19/00010/DEEM3 - Advertisement hoarding](#) Land Adjacent To Keele Golf Course Keele Road Keele Newcastle Under Lyme Staffordshire ST5 5AB Ref. No: 19/00010/CN02
No objection
5. [20/00478/FUL | Internal alterations to the existing barn including additional windows and two-storey extension to the rear | The Barn 9A The Village Keele Newcastle Under Lyme Staffordshire ST5 5AD](#)
Louise Wallace: Conservation Officer is satisfied with this in relation to tree protection and the character of the Barn. I have confidence in Louise's opinion and would recommend that we do not object. The internal and external changes would seem to produce a more usable dwelling (IMIO). That noted, I would be happy for us to consider any reasoned objection from a Parish Councillor.

From last 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

Decision: permit

Parking

No further updates but I will write to Staffs Highways to get an update on progress.

Neighbourhood Plan

I have confirmed changes suggested by Councillors to the Draft Design Codes. I asked that the section stipulating the maximum number of houses in a development be removed. There was some concern from Councillors that such a statement would set a precedent. It is worth noting that the statement had no statutory force in the Design Codes.

I have not heard from Urban Vision for some time. I will contact Dave Chetwyn (consultant) next week and pass on our LGS designations.

Save Our Green Space

Borough Plan

The meeting on Monday of the Planning Committee gave unanimous approval to the proposal to launch a Borough Local Plan. The Cabinet approved the proposal later in the week and thus both Newcastle and Stoke will need to recommence the local plan process. Head of Planning: Shawn Fleet mentioned SOGS in his address and emphasised the role of Neighbourhood Plans.

The report to cabinet, commissioned from Lichfield's Consultants makes interesting reading and I have attached a copy with this report. The following jumped out at me on reading the report:

The key expectation from the White Paper is that all local planning authorities (LPA's) will have an adopted Local Plan in place by the end of 2023. (they NEED a plan and quickly otherwise it will be taken out of their hands)

In addition, the importance of adhering to the Standard Methodology for defining the base line for housing delivery in the plan area is highlighted and the December adjustments to the formulas to steer the level of housing to be provided across the country.

For the Borough, they have confirmed that the annual delivery target will remain at 355 dwellings per annum, with an average delivery of 303 dwellings per annum over the last three years.

Lichfield's note that the major changes experienced during the pandemic are likely to have long term impacts on where and how people work. Regarding Covid 19, changes in demand notably for leisure, recreation, retail and hospitality sectors are expected along with shifts in travel patterns and increases in home working. As these changes may result in significant excess stock of properties in one or more sectors, new plan policies will need to be sufficiently flexible to allow reuse or redevelopment of these premises.

They regard the Duty to Co-operate as an important issue to maintain focus on in the separation of the two plans as this is likely to give rise to complications going forward is not properly addressed. In addition, they observe that a Borough Local Plan will need to address the historic borough experience regarding affordability of housing affecting younger people, and under provision of housing against delivery target. An overly optimistic approach to delivery not previously experienced risks derailing any future examination process.

Their review did not find any significant hurdles to the Borough in achieving that goal. The programme is tight, but achievable. Resource implications will need to be considered internally. However, the evidence of other Local Plan processes shows that a robust/flexible plan produced on a short timescale is more likely to get through the process, than a long drawn out one.

Housing Delivery – whatever approach is taken, the consultation points to a need to facilitate housing delivery in line with the government's standard methodology for calculating housing numbers. This sets a baseline for annual housing delivery, which is currently 355 dwellings per annum.

*Greenbelt – While featuring in a number of responses, there is no consensus on this, with interest groups and industry each having different perspectives. **Nonetheless, it is clear that this will be an issue which needs to be the subject of careful reflection in any Local Plan, regardless of whether Borough or Joint.***

There is more but the consultants, Lichfield, are saying: get this DONE, keep it simple and flexible, avoid any possibility of failing to meet your deadlines.

I wonder what that means for their plans for the Golf Course? I am making approaches to the Head of Planning: Shawn Fleet and to Cllr Paul Northcott requesting early engagement in the new process.

Section 15A(1) deposit

I was able to confirm in a conversation with Staffs that the deposit by the Borough is a statutory instrument which seeks to annul any precedent set by recreational use over the preceding 20 years in any Village Green application. Duncan has received legal advice that we should challenge it. Prior to 2015, the site was in use as a Golf Course, a use sanctioned by the landowner. The 18-hole course has a covenant on it restricting its use to Golf or POS. The deposit indicates that 'any prior use was not permitted', thus it is hard to see how the deposit is legally valid. I propose that we make a submission to Staffordshire to that effect.

Staffordshire noted that although such a deposit might impede a successful Village Green application it did not prevent one. Should we discuss with Silverdale making just such an application?

Town Improvement Plan

I attended the Town Board meeting this week. The Town Improvement Plan is largely completed and will be submitted at the end of January. It makes no mention of either the University nor of the Golf Course development. The main themes are:

Smart Newcastle Digital Connectivity Project – accelerating and extending the roll out of digital fibre connectivity across the Newcastle-under-Lyme Town Deal area.

- Digital Society Centre – a new centre focused on digital skills provision and grow-on space for businesses.
- A comprehensive package of investment to improve connectivity and sustainability in Newcastle-under-Lyme via new:
 - o Walking and cycle routes;
 - o Improved facilities and services for bus passengers; and
 - o Infrastructure to encourage electric vehicle usage.
- Investment in the disadvantaged communities of Knutton and Chesterton; and
- Investment to transform key gateway sites (Zanzibar and car park behind the Roebuck centre)
- Astley Centre for Circus and Performing Arts – a town centre performing arts and circus centre focused on attracting world leading performers, building on Newcastle's existing cultural offer and heritage to promote economic growth and skills development

I was content to endorse it going forward for submission. Much work remains to be done as, if the bid is accepted this will be provisional on the presentation of detailed business cases.

Village Hall

Diane continues to battle with BT, there is still no line to the Village Hall but that has not stopped BT from charging!

HMGov continue to give grants to the Village Hall. In addition to the £10k received in May, they have received 1.3k in November, 1.2k in December and 6k in January. These are 'meant' to reflect loss of income during lockdown. The VHC are meeting on the 28th January to discuss these funds.

A car was parked in the car park for several days this week, it is thought to be associated with Seddon. The Village Hall Committee have now purchased a lock and chain and the gate will remain locked for the moment. This will be reviewed once lockdown has ended.

Yew Tree

I hope to draft an edition of the Yew Tree for our next meeting. I intend it to be a four-page edition and will draw on some material from the bulletins. If you have articles you would like to include, they will be warmly received.

Fly tipping

Many thanks to the Borough for removing fly tipping which had been spread along Lymes Road. There is also a suitcase containing old cloths at the bridge end of Quarry Bank. I have reported it to the Borough.

Street Sweep

Again, many thanks to the Borough for a thorough sweep of Keele Road, Quarry Bank Road, The Village and Station Road before Christmas. There was only one car parked on Keele Road and we were able to alert residents of the Village who moved their cars.

Both abandoned vehicles parked on The Village have now been removed by Newcastle.

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