

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

**Held on Tuesday 16<sup>th</sup> February 2021 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), Ms V Newman (VN), Mr D Meakin (DM), Cllr T Kearon (TK), Cllr D Jones (DJ), Prof P Andras (PA), Mr L Cohoone (LC)

Clerk – Mrs C Withington

7 members of public

21/16 **Public Open Forum** - No matters to discuss.

21/17 **Apologies** Mrs T Wright (TW), Mrs S Hughes (SH)

21/18 **Declarations of Disclosable Pecuniary Interests** - None

21/19 **Census presentation Daniel Cooke** – Did not attend.

21/20 **To note the draft minutes of the meeting held on 19<sup>th</sup> January 2021 to agree in principle, with the signing in person taking place at the next available full meeting**

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

Noted that there was a typo to change “pursuing” not “pursing” which was amended at item 21/13.4.

2. Matters arising not on the agenda

Information regarding the local watercourses is being obtained. The NP meeting with Shawn Fleet is being arranged by GB to discuss the policies and the developing Borough Plan.

The Hawthorn footpath materials are to be discussed at the next Seddon meeting, it was felt it should be pavement standard. It was agreed to check what was included in the planning permission as this is usually expected to be adopted.

The Yew Tree on the agenda and matters relating to the Hawthorns will be included once information has been forthcoming with Seddon.

The Clerk has submitted the precept request.

GB to contact the landowner regarding the drain blocked by field on Station Road. **GB**

The field drain is blocked with mud, due to the drain being blocked in the Highway, which is backfilling the field drain. The Clerk has chased up the report with Highways regarding the drain clearing programme. DJ has sent a reminder to get a response.

Noted that this is a common issue where there is a land run off into a highway drain – it is likely to be down to the landowner to resolve. Highways delegated budget issue is being taken up with County Councillor Jones. **DJ GB**

The double yellow lines for the village and Keele Road are ongoing.

21/21 **Covid – 19 – Community Response**

- Letter from Vice Lord Lieutenant of Staffordshire seeking nominations for the National Honours List – citation required to be written – Circulated on 5<sup>th</sup> and 9<sup>th</sup> Feb – It was felt that it was difficult to single one person out, as it had been a community response from all. Agreed that a letter is sent thanking for the invitation and requesting that there be acknowledgment of the hard work of communities rather than individuals. **GB**

21/22 **Police Update – if available** – None.

21/23 **To note (only) written reports circulated in advance:**

1. Chairman’s report – As attached. DJ noted that he now works for the Vet school

and therefore will not be able to take part in future discussions in relation to planning matters surrounding this facility.

2. County & Borough Councillors Cllr D Jones and Cllr Kearon - DJ noted that the County Council budget was passed last week and was set to respond to Covid 19 matters. The weed spray fund for rural areas has been tripled and will now provide a twice yearly weed spray for rural areas. Drains are routinely cleared on the programme, but not on an adhoc basis although DJ will continue to report individual ones which are problematic. The Local plan is now approved to continue to look at protection for areas where there is no housing need and concentrate the housing where there is. Noted that Keele have an emerging Neighbourhood Plan which will be considered in the Local Plan. DJ noted that the housing needs for Silverdale and Keele have been met. Timeline for the Borough Plan has been issued. The residents' request is now under consideration at Bogg Cottage.

TK has been working on matters around recycling, food (weekly), garden and general waste collections. Any issues regarding collection residents are asked to contact Cllr Kearon. Missed collections also should be reported to the Borough Council's website on the day of the collection. Missed bins may need to be taken to the mouth of the cul-de-sac if applicable. A general (spring) clean for the Village is currently on hold due to Covid pressures.

Walleys Quarry all incidents to be reported each time. Noted that there have been complaints raised while people have stayed at the hotel in Keele due to the smell.

3. Village Hall Management Committee and to consider the arrangements for the contribution for 2021/22 – GB noted that the Chair of the Village Hall Committee has requested that the usual £500 contribution for the village hall is used by the Parish Council for work in the public realm. The village hall's Valentines tree was a success and the same will be done for the Easter. A celebration will be organised for the community when they can. No further news re the BT broadband line.
4. Litter Picker report – Noted and circulated. Large amounts of fly tipping have been reported. All to contact Wenslie if any fly tipping is seen. Noted that Hollywood Lane has also been reported.

**21/24 General Data Protection Regulations (GDRP)**

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder) – Noted and all reminded of their responsibilities.

Policy regarding recorded meetings and GDPR issues – Noted that the meetings are recorded for minutes only and then destroyed immediately after. The Chair stated that recordings made of meetings should not be distributed beyond those attending without the express would require the express permission of all present due to Data Protection Act 2018.

**21/25 Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby**

Draft policies have been circulated. Two of the five green spaces were bolstered to ensure they meet the Neighbourhood Planning Policy Framework requirements – all will be included. Meeting has been with Shawn Fleet Head of Planning for the afternoon of Thursday 25<sup>th</sup> Feb, time to be confirmed. **GB**

**21/26 Borough Local Plan (LP) Standing Item) – This was noted earlier on the agenda.**

**21/27 Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item) Village Green Application update and Asset of Community Value update**

Noted that the Asset of Community Value application was rejected by the Borough Council (who are also the owners of the land). The rejection was due to potential development. The only route is to resubmit as there is no ability to appeal. DH has requested all documentation related to the decision and is to share with TK and DJ. Clerk to ask Silverdale where the Village Green application is up to. DH to set up a small steering group to assist Silverdale Parish Council.

**DH  
Clerk  
DH**

**21/28 Other matters**

1. Hedges, surface of pavements, weed spraying and sweeping (Standing item) – Noted that some reminders have been included in the Yew Tree regarding hedges and cleaning up.
2. To consider asking Staffs County to delegate a portion of the Highways budget to allow us to carry out works on footways and gullies- Mr Bibby – It was noted that James Bailey is the officer and Darrel Ayers Director David Williams are the portfolio holder. Footways, gulley’s and grass cutting to be considered. Noted that there would need to be economies of scale considered and if the Parish Council can commission the same service for the same or lower cost. GB to contact Mr Ayers and Mr Williams to take the matter forward.
3. To consider matters regarding drainage on Quarry Bank and Station Road - Noted that the Cemetery land off Quarry Bank extension roads has a concrete road which causes a lot of water run-off and runs down the road. There is a drain which should catch the water which is blocked (landowner is the Borough Council or tenant farmer is responsible). DJ and TK to speak to the Borough Council Streetscene and report back. Both to ask about the Red Heath plantation ownership also. Noted that the Station Road matter has been discussed in matters arising. GB would like the County Council to either clear the gully or respond to the landowner to instruct them to clean it.
4. Village Clean – Cllr T Kearon – Noted earlier in the Borough Councillors report.
5. A525 Route to School – outcome regarding the joint project with Madeley PC – Mrs Naylor – WN noted that the Borough Councillors from Madeley are to contact Keele Parish Council to discuss further. The Clerk at Madeley PC has written to Highways to ask for action to be taken. TK also noted that the route needs widening and needs resurfacing. DJ has stated that he had offered the Highways fund to the County Councillor Northcott to cut back the hedge. Both do not feel it is a safe route to walk to school without a significant investment and safe crossing points. WN noted that it is also used by other people not just as a route to school. VN would rather put the efforts into improving the bus routes for schools and treat this as a pedestrian footway only (not to be promoted as a route for school) – this was agreed.
6. Quarry Bank Field Gate and possible Section 53 footpath application (Quarry Bank to Silverdale ref LH620G -) – Mr G Bibby – Noted that we are awaiting to hear back from County Council. Clerk has chased and will send the update once received.
7. To consider tree planting (next Spring) and proposed sites - Mrs W Naylor – No update.
8. To consider a response HS2 West Midlands to Crewe: environmental and traffic impacts, transport provisions and station improvement or creation: Consultation – deadline is 26th

**GB**

**TK  
TK DJ**

**DJ**

**Clerk**

February <https://ipsos.uk/hs2phase2aconsultation> - GB will draft a response. **GB**

9. Resident concerns regarding broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes – OpenReach cannot find the first application so a further application has been made. Staffs County Council have been very helpful so far. GB thanked DM for taking this forward.

10. Walleys Quarry Landfill– outcome from meeting arranged for 10th February - Noted that a meeting was held with GB, Keele University and the Chair of the Silverdale Parish Council. **RESOLVED** to write a joint letter with TK, DJ and GB to be sent to the Marriot Hotel regarding the impact on Keele and their visitors. Noted that Keele RA are also meeting with Keele University regarding the same issue. It was suggested that the University have to pay up to £800k to fund unfilled accommodation to Marriot Hotels. The smell has been noted in all parts of the campus. LC to provide a contact name to GB for the Hotel. LC is also meeting with Phil Butters regarding the matter also. **TK DJ GB**

11. To agree arrangements for Keele Parish Bulletin, Yew Tree and Parish leaflet – Mr G Bibby/Ms V Newman – Noted that a joint booklet is produced by PCC and Keele PC. Parish leaflet to be considered in future to include the new hotel and other new facilities – VN to share with GB. Yew Tree to be out end of Feb/beginning of March. All to let GB know. **LC GB**

12. Setting up Hawthorns Residents Association – Mr G Bibby – Noted that the development will be finished soon and at that point should be adopted by the County. GB has suggested that there is a Residents Association set up. GB suggested that the PC circulates a message to all residents to ask that they get in touch and to formulate a group – draft to be considered by all. **ALL**

13. To approve a Third Party contribution of approx. 12% to the grant application to Tarmac for the Knights of the Templar sculptures x 2 – approx. £220 and to note the outstanding request from Highways regarding permission to carry out the work – **RESOLVED** to approve the contribution. Highways to be chased for response on ownership permission. **GB ALL**

**Clerk**

**21/29 Planning applications – to provide comments on the following:**

Boggs Cottage update -Noted earlier on the agenda

No Planning applications to be considered for this meeting.

**21/30 Clerk's Reports and correspondence – as circulated**

- To provide comments on the Consultation for Publishing a Cumulative Impact Assessment ends 25<sup>th</sup> February 2021 <https://www.newcastle-staffs.gov.uk/all-services/business/licensing/current-licensing-consultation> - as circulated - Noted.
- Staffordshire County Council - nominations for this year's Dignity In Care awards <https://www.staffordshire.gov.uk/Care-for-all-ages/Dignityincare/home.aspx> - Noted.

**21/31 Finance**

1. To approve payments/orders, receipts and transfers - Appendix A – **RESOLVED** to approve the payments as per the attached schedule.
2. To approve the bank reconciliation statement and note the budget update – Appendix A1 – This was noted.

**21/32 Any Other Business for future agendas**

- **Walleys Quarry standing item**

**Meeting closes**

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

**Meeting closed at 21.15hrs**

**Approved Payment Schedule Feb 2021**

<b>BACS Reference</b>	<b>Payee</b>	<b>Particulars of payment</b>	<b>Amount £</b>
Bacs 88	C Withington	Feb Salary	266.47
Bacs 89	C Withington	Feb Expenses	15.00
Bacs 90	HMRC	Tax and NI Feb	66.60
Bacs 91	Wenslie Naylor	Litter Jan to Feb 2021 14.30 Hours	137.75
Bacs 92	Graham Bibby	Zoom Feb	14.39
		<b>Total</b>	<b>500.21</b>

## Keele Parish Council Chair's Report: Feb 2021

### COVID

Infections continue to fall, Keele/ Silverdale were the lowest area in Newcastle he last time I looked and well below the national average.

### Planning Applications

#### This month

None: is this a first?

#### From last 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. **WITHDRAWN**
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. **PENDING**
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 **PENDING**
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  
**PENDING**
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](#)  
**PERMIT**

### Parking

Alistair Bishop: County Highways replied to my request for an update on progress with the TRO's:

*"I had confirmation last week from SCC Regulation that the proforma A1 which I submitted has been accepted so the formal consultation process to make the order will commence shortly. I will update you with a copy of the advertised order."*

Guess that's good news?

### Neighbourhood Plan

I contacted Hannah Barter and Dave Chetwin, Hannah replied and subsequently forwarded the updated policies and comments on the Local Green Space applications. She recommended we drop the applications for the Narley and Keele Road field whilst accepting we could go ahead with them and test them that way. After careful

consideration I demurred, edited these two applications having studied the Locality site on LGS's and gave Hannah our reasons for wanting to keep them in. I have sent these updates plus the improvements of the other three LGS designations back to her for consideration. (All mails copied to KPC)

I have heard back from the Boroughs Chief Planning Officer: Shawn Fleet who is now offering a virtual meeting with us after half term: Thursday 25<sup>th</sup> after 14:30. All Parish Councillors are invited to attend. I will forward Shawn our policies prior to the meeting.

## **Assets of Community Value**

Our application for the Sneyd to have its ACV status restored was successful! Darren and Sandra have been informed.

Our application to have the Old Golf Course declared an ACV was rejected. Apparently, the land is earmarked for development (more below)

## **Save Our Green Space**

### **Borough Plan**

No further update from Newcastle. To remind ourselves, the JLP has been abandoned and as yet no information has been published about a Borough Plan. There has been no options consultation, no new housing needs or land supply assessment in the light of COVID and Brexit... Nevertheless, the Asset of Community Value panel noted that the Golf Course was earmarked for development. I hope this does not mean our new Borough Plan is being driven by a 'Golf Course First' strategy. SOGS have prepared an article for the Sentinel (many thanks John Wright!) asking how the land can be earmarked in the absence of any plan.

Meanwhile, Henryk noted the following in a SOGS briefing document:

*"In 2018/19 Newcastle achieved 98% of target so avoided sanctions. In 2019/20 the outcome figure was 81% of target so the council must increase the homes target by 20% the so-called buffer when calculating its future requirements. This includes the 5 year housing supply calculation critical for planning housing numbers in the short term. There will be 20% more new homes in the requirement per year and my expectation is the council will not have a five year housing supply for 2020/21."*

We need to watch this carefully. The current 7 year + Housing Land Supply is something of a problem for plans to sell the Golf Course

### **Section 15A(1) deposit**

Staffordshire confirmed that there was no appeal against the deposit, practically this is true. They also noted that Silverdale and Keele do have a year's grace to make a Village Green application.

## **Town Improvement Plan**

The final version of the document has now been submitted to HMGov. I am pleased to note that all references to the JLP and Golf Course were removed from the final version of the document. The final version has been circulated to all Parish Councillors.

## **Village Hall**

Diane continues to battle with BT, no progress as yet!

You will have noticed that the tree is now decorated with Valentine's Hearts and looking very pretty. Well done VHC and particularly Rachel for this lovely idea.

## **Yew Tree**

The draft Yew Tree will be submitted in time for our meeting on Tuesday 16<sup>th</sup> February.

## **The Great Stench**

Keele and Silverdale Parish Councils met with Phil Butters to discuss RED industries landfill site which is now infiltrating the nostrils of residents of Keele. I wrote the following brief outcome for the Keele Campus Residents Association who had asked to be kept up to speed:

*"Henryk Adamczuk (Chair: Silverdale Parish Council, Phil Butters and I met by Zoom earlier this afternoon to have preliminary discussions regarding the smell from Walleys. Henryk has been involved in the issues surrounding Walleys for some time and was able to give a clear overview of the history of the site, previous actions taken, a breakdown of recent complaints to the Borough and actions pending. I noted that I used the official mechanisms to complain to the Borough and Environment Agency about the smell which has been present in Keele Village and on campus on various occasions in recent months. Phil Butters expressed concern about the possible impact of the smell on campus in respect of residents, students and the university's business model. We agreed that the relatively recent spread of the nuisance to Keele Parish might be due to the prevailing winds or to the increase in dumping volumes on the site which was agreed in October. I noted that the odour seemed to be worse when it had snowed.*

*Of course, the residents of Silverdale and Thistleberry have been suffering this nuisance for some years and have been very active in seeking a resolution. Our local MP, Aaron Bell is also very concerned and has raised the issue in the House and submitted also written questions on a number of occasions. The Environment Agency have written to the Parish Council today to let us know they will be installing monitoring equipment to conduct 24/7 measurements of gases, particulates and environmental factors for a period of not less than three months. They anticipate the equipment will be installed by the end of this month. They have conducted 2 previous studies of this nature in 2018 and 2019. These studies found that emissions were within acceptable limits. Henryk's Scrutiny of the analysis identified some issues with the methodology.*

*Meanwhile, it is important that all residents report the issue when it arises. Ideally, it is best to report both to the Borough and to the Environment Agency. The Borough have a web form which is the easiest way to do this:*

*Report Pollution, Environmental or Landfill Site Issue – Newcastle-under-Lyme Borough Council ([newcastle-staffs.gov.uk](http://newcastle-staffs.gov.uk))*

*The Environment Agency are best contacted via telephone. The service is fast, efficient and available 24 hrs:*

*0800 80 70 60*

*It is important to keep reporting the issue each time it occurs to help the Borough and EA understand the extent of the issue.*

*In conclusion, Keele Campus Residents Association have a seat 'around the table' at Keele Parish Council meetings, the representative is entitled to contribute to discussions but is not a voting member. We also produce regular email bulletins (every two weeks or so), there was an invitation to sign up for the bulletin in the last Yew Tree newsletter. If you would like to receive the bulletin just let us know and we will include you on the mailing list."*



Fortunately, the level of odour has fallen markedly in recent days and reports on Facebook have noted a great reduction in the volume of lorries. I predict at least three months of sweeter air.

## **Drains**

The Houghs of 2, Station Road contacted me and noted that the gully at the bottom of their drive was blocked. I have inspected the gully, it IS blocked with mud which has run off the next door field. I reported the matter to County and discovered two inspectors reports for the site had already been made. The backed-up water is now a small, frozen lake along this side of Station Road.

I received a report of run-off from the field at the top of Quarry Bank (cemetery overflow field) creating a river of water down Quarry Bank. I inspected the site and discovered that the drain in the concrete ramp is blocked. It will be a simple job to clear it and is on the agenda for discussion.

## **Delegation of Funding**

'Things' highway related: sweeping, verges, footways, gullies would run so much more smoothly if it were possible for the County/ Borough to delegate responsibility and funding to the Parish. I do not imagine this will be possible but I have put the idea on the agenda for discussion.