

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 16th March 2021 at 7.00 pm remotely by ZOOM

Attendees: Parish Cllrs: Mr G Bibby (GB) (Chair), Dr D Hindmarch (DH), Mrs W Naylor (WN), Ms V Newman (VN), Mr D Meakin (DM), Cllr T Kearon (TK), Prof P Andras (PA), Mr L Cohoone (LC), Mrs T Wright (TW), Mrs S Hughes (SH)

Clerk – Mrs C Withington

5 members of public for part of the meeting

21/33 Public Open Forum

A member of the public was concerned about the mess left behind from hedge cuttings on Quarry Bank and Station Road which cause injuries to dog’s paws and puncture cycle tyres. It was also stated that the grass cutting and hedge cutting standards have dropped in the Parish of Keele compared with other areas. Noted that in Madeley Parish is receiving lots of improvements. TK noted that the footpaths are being resurfaced and the Lengthsman is carrying out work funded through a larger precept. The County Councillor has also accessed funding for Highways work in Madeley. Cllr Jones has been asked about Keele too. Discussions regarding a village clean up has held with officers at Borough but nothing to report on that as yet.

GB will write to all of the hedges on footways who regularly ask them to tidy the hedge and clear the brash up from the hedge cutting as its impacting on the dog walkers and children riding bikes. GB will also be asking for the budget to be passed to the Parish Council for weed spraying, grass cutting and hedge cutting.

**GB
Clerk**

The speed sign on Station Road was discussed and whether it should be turned round the other way. Noted that the sign is there to warn drivers to slow down where the horses come in and out of the livery yard. Clerk to ask Mr Hough to turn it around the other way.

Clerk

21/34 **Apologies** – None.

21/35 **Declarations of Disclosable Pecuniary Interests** – Mrs W Naylor noted a DPI in relation to Planning application ref 21/00181/FUL.

21/36 **To note the draft minutes of the meeting held on 16th February 2021 to agree in principle, with the signing in person taking place at the next available full meeting**

1. To approve – **RESOLVED** to sign the minutes as the true and accurate record. The minutes were signed outside of the meeting by the Chair.
2. Matters arising not on the agenda

The letter was sent to the Vice Lord Lieutenant regarding community awards.

The Parish leaflet was discussed in brief and noted that artwork had been produced for the leaflet. It would be difficult to reproduce the map again. WN, VN and DH were asked to work together for a proposal for future consideration.

**WN VN
DH**

Consideration to creating a Hawthorns Residents Association is being progressed and a Zoom meeting is being held. Other residents may consider doing the same and can contact the Chair if they wish to.

Noted that the Tarmac bid for the Knights Templar sculpture has been progressed.

21/37 Covid – 19 – Community Response

Proposed return to physical meetings 7th May (no hybrid option available as yet) – It was stated that the Village Hall does have a Covid Secure Risk Assessment. The meeting can only be held in person for the time being unless the Legislation changes.

Hybrid meetings to be discussed on the next agenda. It was suggested that we also consider using larger premises such as the University to hold a meeting – to be considered in more detail in April. **Next agenda**

- Remote Annual Parish Meeting April 2021 – Noted.

21/38 **Police Update – if available** – Nothing.

21/39 **To note (only) written reports circulated in advance:**

1. Chairman's report - This was circulated as attached. Noted that the parking traffic regulation order for the village has been progressed to formal consultation which will run from 24th March to 15th April. After which the works will be programmed in.
2. County & Borough Councillors Cllr D Jones and Cllr Kearon – Ongoing situation with Walleys Quarry and emergency meeting at the Borough Council on Thursday Full Council. TK is more than happy to take up issues if people contact him directly. Flooding and drainage issues are being pursued. Spring clean is also being pursued with the Borough Council. Recycling issues to be addressed on campus and a separate discussion to take place outside of the meeting. TK has drafted a letter for the Marriot Hotel regarding the issues at Walley Quarry for Cllr Jones and the Chair to also send. Keele Students Union are pushing for the census to be completed and they will also include information about the Parish Council. TK to put some information back to Keele Students Union. **TK, GB, DJ**
3. Village Hall Management Committee – TW updated the meeting to say that Easter decorations are being provided from the community to decorate the gable end. WN was thanked for providing some gravel to tidy up the car park. Broadband issues are still ongoing. Medical testing week has just occurred and went very well. Bookings are being taken from 17th May.
4. Litter Picker report and Keele university contribution for the future – Litter has been quiet except for litter in the hedges following the hedge cuts. WN will put in two months claim at the next month. Layby at Quarry Bank Road is untidy. The University makes a contribution annually towards litter collection and it was noted that they are concerned about future contributions. GB will meet with Phil Butters next year regarding continuing future contributions. WN to make notes of where the hot spots are in relation to the University. Noted that there were some others collecting litter also. **TK**

21/40 **General Data Protection Regulations (GDPR)**

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder) – Noted. Data breaches should be informed to the Clerk within 72 hours.

Policy regarding recorded meetings and GDPR issues – Noted. Recordings are deleted after the minutes are produced. Consent must be obtained from all if the recording was to be made public. All to be careful with reply all on emails. Where possible BCC should be used to stop this. **GB**
WN

21/41 **Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby** – A meeting was held with GB and Hannah Barter with Shawn Fleet and Jemma March regarding Keele Neighbourhood Plan. Feedback was provided. Rule 14 status of the Plan needs to be obtained before the Local Plan options consultation. Templates for green space land sites are being drafted by GB. Rule 14 will be sought between June and September pending the outcome of the Borough Council screening process

in May. A number of sites will also be included the green buffer sites for protection for the Narley and Highway Lane BOAT.

21/42 **Borough Local Plan (LP) Standing Item)** - Noted earlier.

21/43 **Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item)** – DH noted that several meetings have been held since the last PC meeting. There has not been an article for the Sentinel this time. DH is awaiting a response from the Borough Council regarding the rejection of the Asset of Community Value, a query regarding low consultation figures for the Joint Local Plan and the Section 15a Notice. Noted that all are encouraged to get involved with the SOGS group. Candidates in the forthcoming local elections are being invited to give their opinion.

Village Green Application update and Asset of Community Value update

GB stated that the PC will not be pursuing the Asset of Community Value any further. TK noted that he was not consulted on the application. The Village Green Application was also discussed at a recent meeting. Legal position was clarified regarding what can be used as evidence within an application. **RESOLVED** that Keele Parish Council does not continue with a Village Green Application. Noted that the local councillors will be held to account post-election and expected to represent their local communities. It was agreed that there needs to be a high-profile campaign for the Golf Course. Discussion was held regarding the police use of the Keele Golf Course building. DH to draft a letter regarding open access to continue even with the police in situ.

DH

21/44 **Other matters**

1. Hedges, surface of pavements, weed spraying and sweeping (Standing item) Letter to be sent to keep footway clear and clear up the brash afterwards. Programme of works on the next agenda. It was noted that the A525 pavement is in such a mess that it needs resurfacing, not just siding and is on the 5-year investment programme. Clerk to confirm the weed spraying has been carried out by Mr Hough.
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 – Letter to be written.
3. To consider matters regarding drainage on Quarry Bank and Station Road – TK does not have an update. GB will propose to do the work at the next meeting if we are no further forward. Rob Steele to provide the Clerk with an update on the responsibility of landowner etc at Station Road.
4. A525 siding on the pavement – outcome (Highways investment programme 5 years) – Noted earlier on the agenda – no further action to be taken.
5. Quarry Bank Field Gate and possible Section 53 footpath application/Secretary of State direction (Quarry Bank to Silverdale ref LH620G -) – Mr G Bibby
The D-latch is broken on both gates and a quote is being obtained by GB. Local farmers to be asked to fit a gate if possible. Costs to be considered by the Parish Council as the County Council are not likely to resolve the issue. Noted that the Section 53 application is 77th on the list, suggested that we apply to Secretary of State for direction. GB write to the Secretary of State and seek advice from the resident who approached us.
6. To consider tree planting (next Spring) and proposed sites - Mrs W Naylor
7. Resident concerns regarding broadband issues Pepper Street/ Quarry Bank

Clerk
Next agenda

Clerk

GB

TK
Next agenda
Clerk

GB
GB/
Clerk
Next agenda

Next agenda

–Mr Meakin/Mrs Hughes – DM is progressing it with the Staffordshire County Council as to why there has been no response back from Openreach.

8. Walleys Quarry Landfill – TK noted it is a very good example of a community led campaign. Noted that there is an extraordinary meeting of the Borough Council on Thursday and that there is a police investigation ongoing.

21/45 **Planning applications – to provide comments on the following:**

Boggs Cottage update – A closed session of the Planning Committee has been held in March. No feedback available although an update has been requested.

[Second shed - provision of grain and general storage building, \(Shed 2\) and access](#) Leycett Farm Leycett Lane Leycett Ref. No: 21/00157/AGR
[First shed - provision of grain and general storage building, \(Shed 1\) and access](#) Leycett Farm Leycett Lane Leycett Ref. No: 21/00156/AGR – No objections or comments raised. It was agreed any concerns will be forwarded after the meeting if necessary.

Proposed Upgrade of The Existing Base Station Adjacent To Keele Road, Keele, ST5 5AB (NGR: 381572/345589) – as attached – Noted.

WN left the meeting for this item.

[21/00181/FUL | Proposed Garage Extension | 4 Highway Lane Keele Newcastle Under Lyme Staffordshire ST5 5AN \(newcastle-staffs.gov.uk\)](#) – Noted that this was a late application which ends before the next PC meeting. **RESOLVED** to consider this item as the deadline was before the next Parish Council meeting. Delegated authority to be used to send in comments after the meeting if any raised, although there were no objections at the meeting.

WN re-joined the meeting.

21/46 **Clerk's Reports and correspondence** – as circulated

NBC - FYI Important information regarding changes to the way that customers apply for social housing in Newcastle-under-Lyme – Circulated 01.03 – Noted.

SCC – FYI Staffs Library Service and Staffs Community Learning recent initiatives – circulated 01.03 – Noted.

21/47 **Finance**

1. To approve payments/orders, receipts and transfers - Appendix A – **RESOLVED** to approve the payments as per attached.
2. To approve the SPCA subs for 21/22 £272 – **RESOLVED** to approve.
3. To note the budget update – Appendix A1 – Noted.

21/48 **Any Other Business for future agendas**

- Keele PCC to be invited to send a representative along to the next meeting to discuss the Churchyard maintenance work that they do and the possibility of an additional donation for next year in light of their circumstances

Clerk

Meeting closes

Date of next meetings: 20th April 2021 (remote Annual Parish meeting)

Keele Village Hall onwards - 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 20.50pm

Approved Payment Schedule – March 2021

BACS & Cheque No.	Expenditure	Details	TOTAL
Bacs 93	Graham Bibby	Zoom March	14.39
Bacs 94	SPCA	Subs 2021/22	272.00
Bacs 95	C Withington	Zoom March	14.39
Bacs 96	C Withington	Mar Salary	266.47
Bacs 97	C Withington	Mar Expenses	15.00
Bacs 98	HMRC	Tax and NI Mar	66.60
Bacs 99	Graham Bibby	Printing reimbursement	152.50
Bacs 100	Urban Vision	Neighbourhood Plan work	1,260.00
		Total	2,061.35

Keele Parish Council Chair’s Report: March 2021

COVID

Keele, Silverdale and surrounding rural areas to south and west are now suppressed (less than 3 per 7 days). Cases continue to fall in Newcastle, Stoke and Staffs. Vaccinations continue apace with our area being amongst the best in the country. I have stopped listening to or watching the broadcast news which as done wonders for my mood!

Planning Applications

This month

[Second shed - provision of grain and general storage building, \(Shed 2\) and access Leycett Farm Leycett Lane Leycett Ref. No: 21/00157/AGR](#) [First shed - provision of grain and general storage building, \(Shed 1\) and access Leycett Farm Leycett Lane Leycett Ref. No: 21/00156/AGR:](#)

I have no objection to these proposals. Sheds are set well back and are for agricultural purposes.

[Proposed Upgrade of The Existing Base Station Adjacent To Keele Road, Keele, ST5 5AB \(NGR: 381572/345589\) – as attached](#)

I approve of the proposed upgrade which will improve mobile signals in the Village.

From last month

None

Parking

I have sent a query to Alistair Bishop of County Highways asking if there has been any progress with the formal consultation.

Neighbourhood Plan

Val and I met with Shawm Fleet, Jemma March (officer i/c NP's) and our consultant Hannah Barter on 25th February. The meeting consisted of general discussions of the Borough Plan, issues around the Golf Course and our Neighbourhood Plan. The Borough gave the distinct impression they intended to develop the Golf Course irrespective of any issues. Subsequent conversations with Hannah suggest that the Borough will be using the ONS calculations for housing need and will be less ambitious in its housing targets than in the JLP. Jemma 'excited our interest' by noting that housing allocations in Keele had not yet been determined!

Val, Wenslie and I met with Hannah to discuss LGS on Thursday 12th March. Hannah is keen that we get our plan to rule 14 status before any Borough Plan options are put to consultation. That will involve me completing the LGS section by Friday. Hannah has provided a template and Bernard Besly is working on the maps. I will have no difficulty in meeting this deadline. Once completed and after Easter we will move to the three week consultation on the LGS areas. In May the draft policies will be passed to the Borough for screening. All being well they will judge we do not need a Strategic Env. Assessment or Habitat Reg. Assessment. If this is the case then we can move to rule 14 in June. If we do need an SEA and/or HRA we will need to apply for technical assistance, employ AECOM (again!) and should be ready for rule 14 by September (close!). Hannah recommends removing the Narley and Keele Road Field from LGS areas and instead she will write them in as Special Area policies. This will be more acceptable to the Inspector and just as effective in controlling development.

Village Green Application

Henryk, Duncan, Chris Spence (Silverdale Parish Council) and I met on 8th March to discuss the Village Green application. The outcomes were as follows:

Village Green Section 15(2) of the Commons Act 2006:

(a) A significant number of the inhabitants of any locality or of any neighbourhood within a locality, have indulged as of right in lawful sports and pastimes on the land for a period of 20 years and

(b) they continue to do so at the time of the application

Action Points

1 Both parish councils to follow up on the information available for registering Village Greens through Staffordshire County Council, including the evidence required – such as witness statements -and consider the implications of making a registration.

2 David Brammer (solicitor) would be joining the next SOGS meeting on 15 March, giving that forum an opportunity to find out what he could offer, including whether this was on a fees basis.

3 Both parish councils need reports back from this meeting today and to discuss the practicality of making a strong registration when further information was available from David Brammer.

4 The end of August 2021 (before the publication of the standalone draft Local Plan) was the deadline for taking a decision and registering the village green.

I await David Brammer's view of the viability of such an application at tonight's SOGS meeting. We will discuss and resolve a way forward at our meeting on Tuesday 16th March.

Save Our Green Space

Borough Plan

No further updates beyond notes in NP section of this report.

Village Hall

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

An Easter Egg decoration scheme is underway, led by Rachel Muncey.

Yew Tree

Printed and delivered.

The Great Stench

I will avoid novelising! Aaron Bell met with the PM and shortly afterwards Red undertook a voluntary suspension. The police are looking into allegations of criminal behaviour by Red. The matter will be debated by Borough Councillors this Thursday. We have made national news, the situation is quite remarkable.

Drains

Clare has written to Rob Steele asking for an opinion on the drain at 2, Highway Lane. I have the opinion that it's clearance is the responsibility of Top Farm but I need a judgement to that effect from County. Tony Kearon will report on the Quarry Bank drain at our meeting 16th March.

Delegation of Funding

For whatever reason, I seem to have been quite occupied this month and have not yet written the letter to the County members outlining our thoughts on this. I will try and do so before we meet again!