

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 4th May 2021 at 6.00pm via 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 L Cohoone (LC), Mrs T Wright (TW), Mrs S Hughes (SH), Prof P Andras (PA), Mr D Meakin (DM)

Clerk – Mrs C Withington

Present - Miss Diane Smith, Keele Village Hall Committee Chair and Mr Alan Booth, Keele Parochial Charities. There were 6 members of public present.

1. **Minutes of the last Parish meeting held on Tuesday 19 March 2019** -Noted and approved to be signed by the Chair outside of the meeting.
2. **Chairman's Annual Report- Appendix A1 – The Chair** noted in summary the report as attached.
3. **To receive Keele Parish Council's draft Statement of Accounts 20/21(unaudited) – see Appendix B1 –** Noted as received as attached.
4. **To receive the Keele Parish Council Village Hall accounts 20/21 – Appendix C1 –** Diane Smith, Chair provided an update. Accounts were noted as attached. The Parish Council thanked the Chair and the Committee for their hard work, but also in relation to the internet connection which is being sorted for the Village Hall.
5. **Parochial Charities statement of accounts to the year ended 31st December 2020 – Appendix D1 –** Mr Alan Booth provided an update on the background to the accounts and the current situation as attached. **Mr Booth and the trustees were thanked for their efforts.**
6. **Any other business –** None.

The Chair thanks Ms Diane Smith and Mr Alan Booth for attending.

The meeting was closed at 6.12pm.

Appendix A - Keele Parish Council: Chair's Annual Report, May 4th 2021

A great deal has happened since I last sat down to write an annual report in April 2019. I do not intend to catalogue it in detail!

Following the declaration of the first lockdown in March 2020, Keele Parish Council organised a Community Volunteer Group to provide support to the community. As part of this process, the Parish Council began to provide regular email bulletins. Initially these were focussed on support during lockdown but they have since expanded to cover broader Parish Council issues. We have around 180 subscribers to the bulletin. We have also produced quarterly Yew Tree newsletters. If you have not yet subscribed to the bulletin and would like to do so please contact me on:

keeleneighbourhood@gmail.com

I would like to thank Keele Village Hall for everything they have done to keep spirits up during the pandemic, including lovely displays for Christmas, Easter and Valentines Day. I would also like to thank them for doing everything in their power to keep the Hall open for permitted activity and provide a heart for our community during these difficult times.

Neighbourhood Plan

In the winter of 2019/20, the Borough Council clarified its position on the proposed University Growth Corridor, particularly with respect to the proposal to build on the Golf Course. Whilst the Parish Council does not approve of the plan presented to build over 1000 houses on the Golf Course, this gave us the clarity we needed to restart our Neighbourhood Plan.

Having secured funding from Locality, we employed Urban Vision to overhaul our policies and now have a working plan document which we hope will receive initial approval by the Borough in the summer. We have also identified two areas of Local Green Space in Hawthorns Green and University Green and hope to consult with the local community on these proposals in the very near future. If all goes well, we intend to complete the plan and go to local referendum before the end of the year.

Save Our Green Space

The Parish Council remain opposed to the Golf Course development which we regard as unsustainable, unnecessary, and destructive. We are working closely with Silverdale Parish Council who share this perspective and with 'Save Our Green Space' a community led organisation opposing the development.

The Joint Local Plan with Stoke was abandoned some months ago and Newcastle has now embarked on preparing an independent Borough Local Plan. Conversations with the Chief Planning Officer: Shawn Fleet indicate that the market led development of the Golf Course remains a core element of the plan and the University Growth Corridor. NO doubt the proposed re-opening of the railway into Newcastle and the building of a 'Silverdale/ Knutton' station will also form part of this plan.

Walley's Quarry:

The Parish Council have been active in respect of Walley's Quarry Landfill and keep the school informed of progress. Walley's Quarry is a standing item on our agenda, and we have publicised the contact details for the Environment Agency and Newcastle Borough Environmental Health in our regular bulletins and Newsletters. We have worked with our MP and the Borough, with Keele's Borough Councillor: Tony Kearon and with County Councillor: Dave Jones. Dave Jones was responsible for

proposing the recent special meeting of the Borough Council to discuss the problems and resolve solutions. Simon Tagg, Leader of The Council and our MP have been active in seeking a resolution and in their support of local action groups. Mr Bell met with the Prime Minister to discuss the issue and has raised it on several occasions in the House. The Parish Council have also worked with local candidates for the upcoming County Council elections to ensure they address the negative impact of the Quarry in the campaigns. We have met with Keele University to discuss a joint approach to the problem and attended virtual meetings of the local Green Party, where a detailed technical background to the issue was outlined by Dr. David Salt. We recognise the negative impact that Walley's is having on local communities and support solutions leading to a speedy resolution of this environmental disaster!

Highways, Footways and Hedges

Keele Parish Council does not have responsibility for the maintenance of highways, footways, hedges, grass verges not most other aspects of the Public Realm. That noted, we are rightly the first point of contact for residents when issues arise.

Over the last two years we have negotiated significant extensions of the 'yellow lining' on Keele Road and other areas of the village with Staffordshire County Council. The implementation of these measures should occur prior to the start of the Autumn term. The measures are designed to reduce the hazards caused by illegal parking. We are still pursuing a Residents 'Parking Zone for the Village!

The Parish Council have installed vehicle activated speed warnings on both Pepper Street and Station Road since the last annual report. We recognise that speeding remains an issue on both roads. Staffordshire Highways declined to extend the 30 mph zone from The Village along the rest of Station Road as they have on previous occasions when requested by the Parish Council. Our Community Speed Watch scheme collapsed due to a shortage of trained volunteers, but we are hoping to restart it the coming months. The key will be recruiting more volunteers; please consider joining up!

The cutting of grass verges was handled very badly by Staffordshire County Council in the spring/ summer of 2020. This was partly because of issues concerning the pandemic but also related to a change in contractor. We have agreement in principle from Staffordshire to take over responsibility for grass cutting and hope to do so in the spring/ summer of 2022.

Keele Parish Council has also undertaken to supplement the weed spraying of gutters and pavement which is now carried out only once a year by County. We have also 'sided' the footway along 'Three Mile Lane' and are planning to do so along Pepper Street. We note with regret an increase in dog-fouling in recent months in certain locations and are considering if signage might be helpful in controlling the problem.

We work with local landowners and tenants to keep hedges trimmed back from footways and roads whilst protecting nesting birds. This year we have compiled a database of such hedges and owners and have written to them this spring offering advice on hedge cutting and clearing up trimmings.

The sweeping of leaves is the responsibility of Newcastle Borough Council and we would like to thank them very much for working with the Parish Council to sweep up the heavy load of leaves from the parish's many trees which boarder roads and footways. Resource are limited and leaf fall unpredictable and we are also grateful to residents for helping keep their frontages clear.

The clearance of gullies remains a source of great frustration for the Parish Council and Residents. The County does not clear blocked gullies 'on demand' but by a rota which seems obscure and difficult to

access. Response to communication is slow and intermittent and outcomes hard to come by! Unfortunately, we have no way forward regarding this other than to keep pestering Staffordshire Highways.

Welcome to Keele!

Since my last annual report, The Hawthorns has gone from demolition to almost completion and it has been my pleasure to welcome many new families to Keele in recent months and see them engage wholeheartedly with the community. Other new residents have move in to established properties in the parish and are also contributing to the life of the community. Welcome one and all!

Keele Parish Council continue to work with Seddon and meet with the site manager (by Zoom in recent months) on a regular basis to discuss issues arising. The Parish Council also work with Keele Campus Residents Association, the developing Hawthorns Residents' Group, the University and other informal groups of residents on a variety of issues.

DRAFT

Appendix B - Annual Return

**KEELE PARISH COUNCIL
RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

2019-20 £	RECEIPTS RECEIVED DURING 20/21	2020-21 £	Difference
12,597.00	Precept	12,976.00	379.00
714.00 *	Section 136 Contribution and Tax base grant	214.00	- 500.00
61.23	Bank Interest	56.19	- 5.04
450.00	Donation towards litter collection	450.00	-
913.50	VAT refund	494.68	- 418.82
-	Neighbourhood Plan Grant (Ring Fenced)	4,463.00	4,463.00
0.03	Misc (other income)	-	0.03
14,735.76	TOTAL	18,653.87	3,918.11
4,119.84	Clerk's salary inc TAX/NI	4,065.13	- 54.71
1,771.44	General Administration inc subs, insurance, audit, office	2,381.16	609.72
250.00	Chairs Allowance	300.00	50.00
732.21	Litter collector	760.97	28.76
	S137 Payments (Wreaths, Clock Service x 2)	525.00	525.00
1,000.00	Running costs: Village Hall	500.00	- 500.00
1,225.00	Highways - village lengthsman scheme	460.00	- 765.00
-	Parks and open spaces (Grounds Main)	620.00	620.00
-	Amenities - village benches, notice boards	550.00	550.00
20.00	Neighbourhood Plan	4,462.50	4,442.50
-	Capital Expenditure	-	-
-	War memorial	-	-
-	Provision for doubtful debts	-	-
494.68	VAT	1,138.62	643.94
3,332.44	Miscellaneous (includes Churchyard Contribution & Special Projects)	2,024.00	- 1,308.44
12,945.61	TOTAL	17,787.38	4,841.77
GENERAL FUND			
12,162.60	Balance at 1 April 2020	13,952.75	
14,735.76	Total income	18,653.87	
12,945.61	Less Total Expenditure	17,787.38	
13,952.75	Balance at 31 March 2021	14,819.24	

**KEELE PARISH COUNCIL
BALANCE SHEET AS AT 31 MARCH 2021**

19-20			£
£			
	LONG TERM ASSETS		
0.00	Investments		0.00
<u>0.00</u>	Long term debtors		<u>0.00</u>
	CURRENT ASSETS		
0.00	Stocks and stores		0.00
0.00	Debtors		0.00
0.00	Payments in advance		0.00
0.00	VAT recoverable		1,138.62
0.00	Temporary lendings		0.00
<u>13,952.75</u>	Cash in hand		<u>14,819.23</u>
	TOTAL ASSETS		<u>15,957.85</u>
	CURRENT LIABILITIES		
260.00	Grounds Maintenance/Lengthsman		300.00
85.50	Litter Collection		140.00
290.00	Church Clock		0.00
20.00	Remembrance wreaths		0.00
272.00	SPCA		0.00
927.50			440.00
<u>13,025.25</u>	NET ASSETS		<u>15,517.85</u>
	REPRESENTED BY:		
13,025.25	General Fund		15,517.85
0.00	Reserves		0.00
<u>13,025.25</u>			<u>15,517.85</u>

The above statement represents fairly the financial position of the authority as at 31st March 2021 and reflects its income and expenditure during the year.

Appendix C – Keele Village Hall Management Committee
Annual Financial Report to Keele Parish Council AGM 4th May 2021 and Accounts

During the general closure of the hall during the last year as a result of the covid pandemic, the hall has been used by groups and others whenever permitted. We were particularly pleased to host a post covid clinic for a week in March. We therefore gained some income from hire. We are also most grateful to HM Government for the generous business recovery grants received. The total awarded (in instalments) is now £29,554.86 (£8000 received during the last few days and too late to show on the accounts attached). We felt that it was important to mirror this generosity with concessions for our users. We will now give free use of the hall until the end of August to our regular voluntary/community groups and four free weeks to our regular commercial hirers. We agreed that in future any local community/charity/voluntary group may use the hall free of charge for occasional meetings. We have also advised the parish council that we will not seek our regular annual contribution from them this year.

We made use of the grant money and closure period to have the interior of the hall redecorated.

Our ambition to have a Wi Fi connection installed has been frustrated by the complexities of dealing with BT. We submitted a complaint to The Ombudsman and the decision was handed down to us during the last week or so. We are to receive a formal apology from BT and a 50% reduction in the charge for the installation.

This has been the first full year of working with our paid treasurer, Joanne Smith (no relation!). Jo is extremely efficient and responsible. In fact, she is an absolute gem. She has just completed our annual audit with Steve Mellor and the summary is attached.

Diane Smith.

Chair,

Keele Village Hall Management Committee.

KEELE VILLAGE HALL MANAGEMENT COMMITTEE

BUSINESS RESERVE ACCOUNT

31.03.21

OPENING BALANCE	11138.77
INTEREST	4.75
TRANSFERS FROM MAIN ACCOUNT	16945.93
CLOSING BALANCE	<u><u>28089.45</u></u>

Signed

Treasurer

Joanne Smith

Signed

KEELE VILLAGE HALL MANAGEMENT COMMITTEE

INCOME & EXPENDITURE ACCOUNT

31.03.21

EXPENDITURE		INCOME	
GAZ PROM	301.99	GRANTS/DONATIONS	21554.86
BG BUSINESS	164.48	RENTALS	1517.50
BT	130.79		
WATER RATES	172.88	PETTY CASH	16.72
REFUNDS	40.00		
MAINTENANCE	4805.08		
TREASURER'S EXPENSES	499.00		
OCCUPATION EXPENSES	146.48		
INSURANCE	399.55		
TRANSFERS TO BUS. RES.	16945.93		
	<u><u>23606.18</u></u>		<u><u>23089.08</u></u>

OPENING BALANCE 01.04.20	2492.09
INCOME	23089.08
	<u>25581.17</u>
EXPENDITURE	23606.18
CLOSING BALANCE 31.03.21	<u><u>1974.99</u></u>

Appendix D – Keele Parochial Charities Accounts
KEELE PAROCHIAL CHARITIES NO. 216762

ACCOUNTS FOR THE YEAR ENDING 31 DECEMBER 2000

£	RECEIPTS	£
86.98	Interest from Investments	77.47
	Added back from 2019 after cash drawn	15.00
<u>59.41</u>	Balance brought forward from previous year	<u>61.39</u>
<u>146.39</u>		<u>153.86</u>
	 ALLOCATIONS	
<u>85.00</u>	Beneficiaries (2019 - 6)	-
<u>£61.39</u>	BALANCE CARRIED FORWARD	<u>£153.86</u>
	 STATEMENT OF FUNDS*	
2,447.91	Permanent Endowment	2,447.91
<u>61.39</u>	Receipts Retained	<u>153.86</u>
<u>£2,509.30</u>	TOTAL FUNDS	<u>£2,601.77</u>
	 REPRESENTED BY	
1,223.96	697.15 Units BLK Charities UK Bond Fund A at cost Market Value £1,373.39 (at 2019 £1,328.77)	1,223.96
1,223.95	1107.967 Units M&G Charibond Charities Fixed Interest Fund at Cost. Market Value £1,390.28 (at 2019 £1,374.43)	1,223.95
<u>61.39</u>	Business Reserve Account at Barclays Bank	138.86
	Cash in hand	<u>15.00</u>
<u>£2,509.30</u>		<u>£2,601.77</u>

* There are no Liabilities

TRUSTEES

C. A. ABERCROMBIE (MRS)

A. F. BOOTH

B. R. WARDELL

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 4th May 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 L Cohoone (LC), Mrs T Wright (TW), Mrs S Hughes (SH), Prof P Andras (PA), Mr D Meakin (DM)

Clerk – Mrs C Withington

5 members of public for part of the meeting

21/48 **To nominate and elect the Chair and signing of Declaration of Office – RESOLVED**
to appoint Mr G Bibby as the Chair.

21/49 **To nominate and elect the Vice Chair – RESOLVED** to appoint Ms V Newman as the Vice Chair.

21/50 **Apologies** – Cllr T Kearon

21/51 **Declarations of Disclosable Pecuniary Interests-** WN payment schedule Item 21/54.9.

21/52 **To note the draft minutes on 16 March 2021 and agree in principle, with the signing in person taking place at the next available full meeting**

1. To approve -

Matters arising not on the agenda

Noted that the hedges letter was sent out to landowners and households with hedges.

Mr Hough is turning the speed device around to point in the other direction.

No further action regarding the letter to the Marriott Hotel regarding Walleys Quarry.

DH has drafted a letter to the Police Force regarding the use of the Club House for the training which will be sent by end of the week.

DH GB

Mike Webb to be chased up regarding the landowner responsibility.

Clerk

GB is still pursuing the gate repair at Quarry Bank bridge.

GB

GB will be writing to the Secretary of State regarding the Direction to pursue the Footpath S53 at Quarry Bank/Redheath.

GB

WN awaiting Mr Ashburner for further confirmation of the two sites.

The Clerk at this point noted her resignation due to family reasons. Vote of thanks was passed to the Clerk and the Clerk thanked the Parish Council for their support and hard work over the years.

21/53 **Covid – 19 – Community Response**

- Proposed return to physical meetings June 2021 and future venues (no hybrid option available as yet) – **RESOLVED** to move the June meeting to 21st June 2021 to follow the final relaxation of the Covid measure. **RESOLVED** to meet in Keele Village Hall due to its central location and the Covid measures in place which make it Covid secure. Basic measures to be put in place such as hand sanitisers and masks worn at choice. Virtual attendance is not available for Parish Councillors at this stage, physical presence only. GB will be looking to offer the ability to attend the public participation session remotely via Zoom.

It was noted that the Public participation session had inadvertently been missed off the agenda, however there were no issues to discuss. To be included on the next agenda.

21/54 **Finance**

- To agree the budgeted grant request (£1000) – additional amount to be considered at the June meeting for Church Yard maintenance at Keele St Johns **Clerk**

- **RESOLVED** to approve £1000. WN suggested that a short report would be useful. RS noted most of the fund goes on mowing. **Next agenda**
- 2. To note the outcome of the internal audit inspection and any findings – see **Appendix A** – The report was noted and accepted. The clock is considered to be a Village Clock and to use Section 137 LGA powers. Insurance to be reduced to £100k for the Fidelity cover, if there is a cost to this. **Clerk**
- 3. To resolve to complete the Certificate of Exemption (for authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31st March 2021 and wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015- **Appendix A1** – This was **RESOLVED** as above. **Clerk**
- 4. To confirm that the assertions in Section 1 of the Annual Return is correct for year ending 2020/21 – **see Appendix A1 – RESOLVED** that the Chair signs Section 1. **Clerk GB**
- 5. To sign Section 2 of the Annual Return – **see Appendix A1 – to follow RESOVLED** to approve that the Chair signs Section 2. **Clerk GB**
- 6. To consider the renewal of the annual insurance policy from June 2021 at a cost of £434.59 (last year £430.03) per annum (note separate arrangements re Village Hall Buildings and contents) – **see Appendix B**
Noted that there an exemption for communicable diseases. Clerk to seek to reduce the Fidelity guarantee to £100k. **RESOLVED** to approve the renewal. **Clerk**
- 7. To approve the renewal of Parish Online at a cost of £84 – **RESOLVED** to approve. Clerk to issue a username to DH. **Clerk**
- 8. To consider the Chair’s Allowance (Section 115 LGA 1972) £250 budgeted – **RESOLVED** to increase the allowance to £325 due to printing costs, pandemic bulletins etc. **Clerk**
- 9. To approve payments/orders, receipts and transfers - **Appendix C RESOLVED** to approve for payment as attached. **Clerk**

21/55 **To review the Standing orders, Financial Regulations and Risk Assessment – See Appendix D** – These were reviewed and it was **RESOLVED** to make no changes to the Standing Orders, Risk Assessment and Financial Regulations as previously adopted. Clerk to check the resolution to remove the delegated powers once the Covid Regulations are removed. **Clerk**

21/56 **To nominate representatives as follows, and receive reports:**

- 1. Staffordshire Parish Councils Association - To nominate a representative – **RESOLVED** to continue with the existing arrangements. Mr Bibby will be the representative.
- 2. Borough Standards Committee – To nominate a representative – **RESOLVED** to appoint Ms Newman.
- 3. Betley Keele and Madeley Locality Action Partnership – To nominate a representative – **RESOLVED** to appoint Mrs Naylor, if applicable.
- 4. Village Hall Management Committee - To nominate a representative – **RESOLVED** to appoint Mrs Hughes.
- 5. Keele University Estates meeting – To nominate representatives – **RESOLVED** that this is open to all Parish Councillors to attend. **HR Cttee**
- 6. To nominate representatives for other responsibilities as appropriate – **RESOLVED** that all other representatives will continue as before unless the matter is brought back to a future meeting.
RESOLVED to appoint a HR committee for deal with the recruitment of a new Parish Clerk/RFO, following the resignation of the existing Clerk Mrs Withington. The HR Committee will consist of DH, RS, VN and GB, and will receive advice from the outgoing Clerk. The HR committee is authorised to agree job

description, advert, shortlisting of applicants and interview. The hours of work may also be reviewed and recommendations to the Parish Council prior to the final appointment of a Clerk. Noted that a locum will be appointed if necessary. **RESOLVED** to approve any additional hours of the outgoing Clerk as required.

21/57 To note (only) written reports circulated in advance:

- 1. Chairman’s report – noted as attached.
- 2. County & Borough Councillors Cllr D Jones and Cllr Kearon – Not received.
- 3. Village Hall Management Committee – Noted earlier in the Annual Parish meeting.
- 4. Litter Picker report and Keele university contribution for the future - Noted that 69 reports have been made by WN of fly tipping. All to inform WN if there are any fly tipping reports. DM noted that there has been 3 occasions of fly tipping which have been removed, usually builders debris and house clearing. **RESOLVED** to renew the Litter Collection for a further year in line with the existing contract until March 2022 on the same basis as before. GB to pursue the University contribution at the appropriate time.

Clerk

21/58 General Data Protection Regulations (GDRP)

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

To renew the contract with SCC for Data Protection officer Tier 2 for 2021/22 – cost to be notified - to be agreed in June.

Next agenda

21/59 Other matters

- 1. To approve a quote to side Pepper Street, Keele at a cost of £320 – Noted that it is very narrow and dangerous to get to the bus stop. **RESOLVED** to side the pavement in line with the quote. The bus service should be requested to be reinstated – this will be considered in the future. Mr Meakin and his partner were thanked for their work to clear the area.
- 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 – Staffs County have agreed to allow the Parish to take on all sites following specification of the sites and quotes. GB will ask them to provide the sites currently cut and a specification for the cuts (currently 6). This will be looked at for Spring 2022. Any extra over the 6 cuts would require the precept to be raised in future and as a result any further decision will need to be discussed with the Parish before a decision is made. The A525 will be excluded but other sites will be considered. TW noted that wildflowers would be lovely to see in the Parish. Highways have said they will not delegate funding for weed spraying and that would remain in the County Council. GB to push them on this. This is subject to Health and Safety implications and appropriate licences; they would however allow us to enhance the weed spraying regime.
- 3. To consider matters regarding drainage on Quarry Bank and Station Road – no further update from Highways – Mr Hough to be asked to give a quote for dealing with the matter at Quarry Bank. GB and Clerk to discuss the spec and to be discussed at the next meeting. Noted that they have dealt with the gully’s at Station Road on both sides. Opinion needed regarding the digging out of it in terms of landowner or Highways. TW to confirm that the issue is resolved.
- 4. Annual Maintenance Schedule to finalise and seek quotes – **see Appendix E** – To also look at weeds in footways and gutters. This will be looked at June meeting to include grass cutting and weed spraying as well.
- 5. Update for info only on the broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes – Noted that of 3 applications made, 2 have been accepted but still yet to receive a reply from OpenReach. The Staffs County Council officer has also forwarded the request to OpenReach. Suggested that the

Clerk

GB

GB

GB
Clerk
Clerk
TW

Next agenda

DM

Ombudsman is involved if they do not respond. DM to continue to pursue.

- 6. Walleys Quarry – For info – Noted in the Chair’s report. LC noted that Keele SU will be joining the fight officially. It has made national news.

21/60 **For info - Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby**
 – Meeting is being arranged with the Consultant, consultation will be held on the green spaces.

21/61 **Borough Local Plan (LP) Standing Item) – Statement of Community Involvement – comments** – Schedule has been confirmed and we expect an options consultation in the autumn. DH noted that he had written regarding the consultation for the Section 15a process and Ward members, still awaiting a response after 3 emails. DH also received a response regarding the Joint Local Plan consultation decision to abort which was taken without full understanding of how much money has been spent in terms of staff time. A new database is being created for the Local Plan for those interested and names, emails need to be submitted to the Planning Policy email address planningpolicy@newcastle-staffs.gov.uk GB to include this in the next bulletin. GB has circulated some draft comments for all to respond before the end of the month. Agreed that GB will submit a response. Noted that the links are very poor and you need to know to look in order to respond to matters which are often hidden on unrelated pages.

ALL

ALL
GB

21/62 **For info - Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item)** - GB circulated a vision statement for Silverdale Common. All agreed this was a useful name. It was suggested that this is referred to as a University Growth Corridor. DH contacted CPRE re the Golf Course and they included it in their quarterly newsletter and petition 2700 people have signed up. The election campaigns have referred to opposing developments also. Staffs Wildlife Trust to be pushed regarding the national campaign on golf courses and the benefit to wildlife. Noted that there is a large fund for buying large areas of public land for community use which would be looked at.

21/63 **Planning applications – to provide comments on the following:**

[21/00400/TCA | Various tree works | 33 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH](#) –This was noted. There was some concern that the Planning Appeal outcome concerning the Hawthorns is taken into consideration in decisions.

[Retention of rear sun room](#) Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 21/00306/FUL – **RESOLVED** to oppose on the following basis. The footings were put in place in January of this year (or earlier). The construction includes a flat roof and UPVC windows. Building dates from the 1800’s. The extension is inappropriate and the developer has a habit of developing first and seeking permission afterwards. It was suggested that this should be a locally listed building as suggested in past exercises. WN to submit comments to GB regarding local listing of this building. Final comments to be agreed and submitted after the meeting.

[Proposed new access road 155m long by 6m wide. Constructed of white stone.](#) Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 21/00305/FUL **RESOLVED** to oppose in support of the objections submitted already to the Planning department. Comments to be agreed and submitted after the meeting.

[1x roadside Ash reduce to ground level. Upper canopy showing signs of Ash Dieback. 1x Scots Pune \(adjacent\) crown raise to 4m to allow more light to property and grass below, and to improve the overall aesthetic of the tree.](#) FYI

Only - 10 Holly Mews Quarry Bank Road Keele Newcastle Under Lyme Staffordshire ST5 5LT Ref. No: 21/00242/TCA – Noted.

Ground floor rear extension 41 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH Ref. No: 21/00221/FUL – It was noted that there is no tree loss in the application. However there were concerns that the culminative approach of extensions may impact on the flood risk due to expanding the built footprint. There were also concerns that this may set a precedent which contradicts the Planning Inspectorate findings in the Appeal. It was suggested that this may compromise the decision taken at the local planning inquiry and that this is reviewed in line with the findings. **RESOLVED** that RS drafts an objection to be submitted on behalf of the Parish Council. This will be considered as policy for all requests on the Hawthorns of this nature in the future pending the outcome of the decision.

RS

Proposed Upgrade of the Existing Base Station At Keele Services, M6 Motorway, Keele, Staffs, ST5 5HG (Ngr: 380479,344228) – as previously circulated – Noted no further comment.

Boggs Cottages Appeal – The date has been set for appeal inquiry at 10.00am on Monday 14th June 2021.

21/64 **Correspondence** – None.

21/65 **Any Other Business for future agendas**

- **Public Participation to be reincluded**
- **To renew the contract with SCC for Data Protection officer Tier 2 for 2021/22**
- **Keele St Johns to be invited regarding grounds maintenance**
- **Pepper Street Underground fire site investigations near to the site – GB to contact for an update for the next meeting.**
- **Annual Maintenance Schedule to finalise and seek quotes**
- **Quote for drain clearing at Quarry Bank Road**
- **Local Listed Buildings review for Keele**
- **Representatives' attendance at Keele Parish Council meeting**

Meeting closes

Date of next meetings: RESOLVED to change to Tuesday 22nd June 2021

Keele Village Hall onwards - 15th June 2021 cancelled and now 22nd June 2021, 20th July 2021, 17th August 2021, 21st September 2021, 19th October 2021, 16th November 2021, 21st December 2021

Meeting closed at 20.15

Approved Payment Schedule – May 201

BACS & Cheque No.	Expenditure	Details	TOTAL
Bacs 1	Mrs W Naylor	Litter collection Feb and March, April - 26 hours	247.00
Bacs 4	C Withington	April Salary	266.47
Bacs 5	C Withington	April Expenses Inc Mileage to collect acc	15.00
Bacs 6	HMRC	Tax and NI April	66.60
Bacs 7	Steve Hough	Lengthsman 20_21 - Cut back bushes Sign by Pepper St/A525, weedspraying Pepper St Station Rd, sweep dead vegetation Pepper Street	280.00
Bacs 8	G Bibby	Zoom reimbursement April	14.39
Bacs 9	Get Mapping plc	Parish online subs 21/22	84.00
Bacs 10	Keele Church	LETTER Grass cutting contribution April	1,000.00
Bacs 11	C Withington	May Salary	266.47
Bacs 12	C Withington	May Expenses inc mileage (Cannock Acc	33.00
Bacs 13	HMRC	Tax and NI May	66.60
Bacs 14	Mr Bibby	Chairs Allowance	260.00
Bacs 15	HMRC	Tax for Chairs Allowance	65.00
Bacs 16	Zurich	Insurance renewal to June 2022	434.59
Bacs 17	Mrs V Evans	Internal Audit 2020/21	35.00
Bacs 18	Redoko	Website changes	25.00
Bacs 19	Mrs C Withington	Land reg check Cricket Ground	6.00
Bacs 20	G Bibby	Zoom reimbursement May Invoice needed	14.39
Bacs 21	Mrs C Withington	Stamps (hedges)	31.68
		Total	3,211.19

Keele Parish Council Chair's Report: May 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

Planning applications –to provide comments on the following:

21/00400/TCA|Various tree works|33 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH

Involves removal of maple overshadowed by sycamore and work to the sycamore. [The application will be assessed by the TPO, I recommend we leave the matter in their expert hands.](#)

Retention of rear sun room Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 21/00306/FUL

Footings put in place in January of this year (or earlier). The construction includes a flat roof and UPVC windows. Building dates from the 1800's. I believe that the extension is inappropriate and that the developer has a habit of developing first and seeking permission afterwards (see next item), we should discuss and oppose.

Proposed new access road 155m long by 6m wide. Constructed of white stone. Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 21/00305/FUL
Deeply worrying, please read the report submitted by Tony Arnold. We need to discuss and I recommend we oppose.

1x roadside Ash reduce to ground level. Upper canopy showing signs of Ash Dieback. 1x Scots Pine (adjacent) crown raise to 4m to allow more light to property and grass below, and to improve the overall aesthetic of the tree.

FYI Only -10 Holly Mews Quarry Bank Road Keele Newcastle Under Lyme Staffordshire ST5 5LT Ref. No: 21/00242/TCA

The application will be assessed by the TPO, I recommend we leave the matter in their expert hands.

Ground floor rear extension 41 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH Ref. No: 21/00221/FUL

Proposed Upgrade of the Existing Base Station At Keele Services, M6 Motorway, Keele, Staffs, ST5 5HG (Ngr: 380479,344228) – as previously circulated
I have no objections

Boggs Cottages Appeal

Rescheduled to 10.00am on Monday 14th June 2021

From March

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:

Permitted

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

Permitted

[21/00181/FUL | Proposed Garage Extension | 4 Highway Lane Keele Newcastle Under Lyme Staffordshire ST5 5AN \(newcastle-staffs.gov.uk\)](#)

Permitted

Parking

I have sent a query to Alistair Bishop of County Highways asking if there is an update regarding when work will start.

Neighbourhood Plan

I am working with Hannah to launch the community consultation for the Local Green Space.

Save Our Green Space

No current issues for discussion with the Parish Council. I made the following post on Facebook just prior to the last meeting of SOGS on 17th March:

I have been thinking about the connection between 'The Stink' and proposals for 1000 houses on the Old Golf Course. I have decided that the connection is contempt, contempt for the people of the surrounding communities, particularly Silverdale. These communities laboured for centuries in dirty, polluting industries which shorten the lives of those who worked in them and gave mean recompense. In recent decades, those industries declined and then vanished, although not without leaving many with the health effects of having worked in them. You might have thought that local communities could at least enjoy the peace and fresh air. Unfortunately, this has not been the case and the Government judged that a certain amount of unavoidable odour' was acceptable to those living around Walley's Quarry and approved its use for landfill. Would such a decision have been taken had the landfill been situated in a leafy suburb of London, Bath or Cheltenham? But in Silverdale, well... whatever.

Once the landfill's active phase finally ends (and the sooner the better) peace and quiet may remain in short supply! Residents of the area can look forward to the joys of the 'University Growth Corridor' development with a massive housing estate planned for the old Golf Course. The 1000 or more houses will not be built quickly, and developments of this size often take well over a decade to complete. That will be many, many years of roadworks, heavy traffic, mud, disruption, noise and other nuisance. Folk will be deprived of an area of open space for mixed recreational use and be gifted a vast housing estate which does not serve the needs of their community but rather offers 'executive homes' AGAIN. Local services will be overwhelmed, roads choked, the environment degraded, flooding made worse. Still, it's only Silverdale so...

Silverdale Parish Council have received a presentation of the proposed reopening of the railway to Newcastle, the idea seems implausible but the idea itself may be used as justification for the University Growth Corridor.

The Chair of Silverdale PC notes that the Borough have approved a report calculating housing land supply at 5.2 years. He also notes that Stoke are proceeding with an options consultation for their Local Plan which is not specific sites but rather asking consultees to comment on development models i.e. (crudely) 'How much housing should we build'.

I have authored an outline for an alternative vision for the Old Golf Course which has been approved by the group:

On Silverdale Common

The Borough of Newcastle under Lyme is fortunate in having a good amount of green space available to the public. It is the proposal of SOGS that 'The Old Golf Course' would complement current provision by focussing on mixed recreational use, following on from its history as a Golf Course.

In the six years since the site ceased to operate as a golf course, it has been used by the people of Newcastle for a variety of recreational activities. The management of the site has maintained the fairways and greens as open

grass land with a 'hay cut' later in the season encouraging a flower rich grassland to develop. The site is used by walkers, with and without dogs and as a result informal trails have been established. In parts of the woodland, BMX bike tracks have been built. Horse riders use the open grassland as do drone flyers, picnickers, off-road cyclists, runners and folk playing ball games.

Nationally, other examples exist of commons used for mixed recreational activity. Examples include Cleeve Hill Common in Gloucestershire which also retains its function as a public golf course as well as supporting riders, walkers and cyclists.

SOGS propose that the organic growth of mixed recreational use be taken as a template for the ongoing management of the site. The woodland belts and ponds will need management in years to come but the grassland would be best maintained as it is presently with a annual cut late in the season to discourage tree growth and encourage wild flowers to establish. We would wish paths to remain informal and users to have the freedom to roam across the entire site and continue to enjoy the space. The informal BMX area might usefully be formalised, and we have already received a proposal from a Silverdale business who would be interested in carrying this forward.

The pond by the Club House is already used by an angling club and we propose that this arrangement be continued. The club house itself would make a good base for a café and interpretation centre with facilities to support outdoor education.

In conclusion, our proposal is 'people centred' and recognises that other local areas are managed with wildlife conservation to the fore. On Silverdale Common it would be the needs of the local population for fresh air, recreation and exercise which would lead the development and management of the site.

The group are working with partners to develop an economic model of the value of the site as greenspace and a management plan.

Diane presented as an external speaker at a meeting of the local Green Party on issues surrounding the "University Growth Corridor" aka the Golf Course Housing development.

Borough Plan

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

Village Hall

The issues with BT have been adjudicated on by the Ombudsman in favour of the Village Hall. The Village Hall has accepted the judgement, work should now go forward to install broadband!

The Great Stench

The date by which capping should have been completed was 30th of April. The stench continues. The EA noted:

This week, we've visited the site to assess Red Industries' progress on the capping works, as required by the enforcement notice we issued 26 March. We expect Red Industries to complete the work today. Our officers will be on site over the weekend to start to confirm that work is complete and to carry out odour checks. While the capping work should go some way to reducing the high concentrations of landfill gases and hydrogen sulphide we're recording, it is possible further work may be needed for Red Industries to effectively manage odour from their operations. Next week there will be a surface emissions survey, covering the whole site to assess odour on both the capped and uncapped areas. We will use this information, along with data from our air quality monitoring and complaints to determine any further action we require Red Industries to take. In the coming

weeks, there will also be an independent construction quality audit of the capping works. We are sorry that the community are continuing to live with the distress that odour causes. We are challenging Red Industries every step of the way to account for the odour levels and the impact these are having, and to successfully manage odour from their operations.

We are now making national news: The Today Programme, BBC Breakfast... Good to see Newcastle getting a national profile at last! Our MP is clear the site needs closing, capping and remediating. I don't think there is anything which the Parish Council can usefully do apart from keep an eye on developments.

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. This item is awaiting an outcome from our March meeting

Val notes:

...there was some activity earlier in the week, I think it was Monday. I noticed that the gullies on the left hand side of Keele Road as you enter the village had been cleaned and also along Three Mile Lane heading towards the motorway. However, I noted this morning that none of this on the right hand side of the road have been touched and these are blocked. SCC (or the contractors) seem to have a rather random approach, why they could not have done both sides and the village before heading to Whitmore who knows?

I will work with Clare to query this.

Delegation of Funding

Good news, County are prepared to work with us to allow us to take responsibility for grass cutting. I will work to map the areas concerned before we move forward to consider which (if not all) we want to take responsibility for and seek quotes. I suspect the issue of funding delegation will require negotiation.

With regard to weed spraying, the comment was that they do so little that there would be no budget to delegate! We are welcome to commission additional spraying providing we bear in mind health and safety issues. We have already done additional spraying. I suggest we go forward and consider a more comprehensive programme funded from the precept. For discussion in our June meeting