

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 20th July 2021 at 7.00 pm

Attendees: Parish Cllrs: Mr G Bibby (GB) (Chair), Dr R Studd (RS), Dr D Hindmarch (DH), Mrs W Naylor (WN), Mr L Cohoone (LC), Mrs T Wright (TW), Mrs S Hughes (SH),
Parish Clerk – Mrs D Powell
Present – Chair of the Hawthorn’s Residents Association

21/83 Public Open forum

No members of the public were present

21/84 Apologies

Apologies were received and approved for Mrs V Newman, Prof. P Andras and Borough Councillor T Kearon.

The resignations of Prof. P Andras and Mr L Cohoone from 31 July 2021 were noted . The Chair thanked both for their contributions during their time with the Parish Council.

21/85 Declarations of Disclosable Pecuniary Interests

WN declared an interest in Agenda item 21/88.

21/86 To note the draft minutes on 22 June 2021 and agree

1. To approve - **RESOLVED** to sign the minutes as the true and accurate record. The minutes were signed after the meeting by the Chair.
2. Matters arising not on the agenda –
DH is awaiting a response to the letter sent to the Police Force regarding the use of the Club House for training. **DH**
Mike Webb to be chased reading the landowner responsibility. **GB**
The gate repair at Quarry Bank bridge. A quote has been received. Councillors were requested to email GB with views. It is possible that four gates may be needed and it was suggested that initially one gate be purchased at £75 plus VAT. **All**
GB to follow up with the secretary of state regarding the Direction to pursue the Footpath S53 at Quarry Bank/Redheath. GB is drafting a letter to the Secretary of State. **GB**
Tree planting. **RESOLVED** – WN to present the Parish Council with one or two potential sites suitable for the planting of trees, taking into consideration underground utilities and broadband. WN to put it to Tim Asburner to identify plausible sites. **WN**
Fly tipping – to set up a dedicated email for fly tipping reporting – to be included on the next agenda. **TW**
TW is researching uplighting for the Knights Templar sculptures. As a test, two uplighters will be placed at the sculptures as the darker nights approach. **TW**
Pepper Street Underground fire GB proposed not to pursue this matter further.
Local listed buildings review for Keele. WN, VN and RS to meet at the Village Hall to review. **RS,VN,WN**
External Group Representatives attendance at Keele Parish Council Meetings. To continue to attend PC meetings.

21/87 Covid-19 Community Response

Details are included in the Chair’s bulletin. Local cases continue to rise. GB offered services along with those of Keele volunteers.

21/88 **Finance**

1. To approve payments/orders, receipts, and transfers - **Appendix A - RESOLVED** to approve the payments as attached.
2. To note the Budget update – **Appendix B** – The budget update was duly noted.
3. Bank transfer. **RESOLVED** to ask CW to transfer £3000 from the reserve to the current bank account as the new bank mandate has not yet been actioned by the bank.
4. August meeting. **RESOLVED** not to meet in August and to delegate authority to the Chair and the Clerk to authorise payments in August.

21/89 **To note (only) written reports circulated in advance:**

1. Chairman’s report – noted as attached. In addition:
 - a) Parking. A response has been received from County Highways that the painting of yellow lines may take place in October 2021.
 - b) The broadband has not yet been connected at the Village hall.
 - c) To consider possible locations for the Keele sign. To be included on the next agenda.
 - d) Keele Campus Residents Association. **RESOLVED** that Keele Parish Council ask the Vice Chancellor to be included in the consultation on a developing Campus Housing Policy. GB to write to the Vice Chancellor, as leader of the Neighbourhood Development Plan advising that KPC have an ongoing interest in housing in the Parish. **GB**
2. County & Borough Councillors Cllr Huckfield and Cllr Kearon. No Borough or County Councillors were present. **RESOLVED** to formally invite the County Councillor to the next meeting

21/90 **General Data Protection Regulations (GDPR)**

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

RESOLVED to renew the contract with SCC for Data Protection officer Tier 2 for 2021/22 –£265

21/91 **Other matters**

1. Update on the Knights Templar x 2 sculptures. To note monthly updates commenced from 1st July. WN will provide the monthly updates. Once the contract has been signed the contractor will be given formal approval to start.
2. Staffs County Highways budget regarding grass cutting update - Mr Bibby- GB met with Rob Steele of County Highways. GB has the database of grass areas from Newcastle Borough Council.
3. Memorial for Cllr John Downing – A stone with an inscribed plate - memorial costs and design for consultation. A memorial stone has been sourced and is to be collected. **RESOLVED** to give a vote of thanks to TW. **RESOLVED** that TW would continue to source inscription and attachment and that Keele Parish Council would pay £250 for the memorial inscription.
4. To consider matters regarding drainage on Quarry Bank, Station Road (no 2) and under Railway bridge, and siding of Station Road – to note meeting has been rearranged with Mr Steele. Mr Hough is to be commissioned to clear the land drain. Under the railway bridge is now unblocked.
5. Update for info only on the broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes. No further updates to report.
6. Walleys Quarry – For info. A BC court case regarding duty of care is in progress.

7. Pepper Street Underground fire site investigations near to the site. See minute reference 21/86
8. Local Listed Buildings review for Keele – WN, RS and VN to establish a Local Listed Building Sub-committee – see minute reference 21/86
9. To consider a quote from Mr Hough for the cutting of back briars and major obstructing vegetation along the Pepper Street pavement from the exit of Quarry Bank to the junction with the A525. **RESOLVED** to allow the landowner to cut the overgrown hedges during late summer and to check early summer next year and to commission another cut. **RESOLVED** that WN check on highways reporting of overgrown hedges. WN to take the width of the footpath and forward to SCC. DP
10. Update on hedges, verges, highways, and footpaths. See Chair's report. TW, WN and the Chair were thanked for the involvement. A discussion followed relating to the responsibility for hedge cutting. It was voted upon whether KPC is not responsible for cutting obstructive hedges. Five votes in favour one abstention. It was further voted upon whether Parish Councillors had a responsibility to report overgrown hedge issues to SCC, the Clerk or relevant authority. Passed with a majority vote of four with two abstentions. WN

21/92 **Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby**

The current version had been circulated.

21/93 **Borough Local Plan (LP) Standing Item)**

GB, TW, WM and TK had attended a meeting- see Chair's report.

21/94 **Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item)**

The article prepared by Henryk Adamczuk was discussed. The housing calculation nationally is in our favour. There are ten designated urban areas which do not include Newcastle under Lyme. DH is preparing an article for CPRE – to be circulated.

21/95 **Planning applications – to provide comments on the following:**

PA 21/00517/FUL William Smith Building Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG Application Ref No: 21/00681/FUL Proposed development for academic functions to support the University's core functions. Temporary (5 year) building for the teaching of Prosthetics and Orthotics on an existing car park adjacent to the William Smith Building on the University campus. [Proposed development for academic functions to support the University's core functions -](#) **RESOLVED** that there be no objection to the proposed temporary building but note the loss of car parking space involved in the development. Keele Parish Council would urge that the application be rejected unless the plans are updated to provide suitable additional parking.

Keele University: Intention to submit an application for planning permission to open up the Newcastle Lodge for a bus entrance. **RESOLVED** that there be no objection. While there is no objection to the entrance and intention to run an additional shuttle bus, there are concerns relating to the impact of loss of footfall and the sustainability through the loss of the service.

Boggs Cottages Appeal update – no further information.

TW raised the matter of the graffiti on the billboard in the carpark of Keele Golf Course. TW has

Signed byDated.....

reported this to Martins, the company using the billboard and requested that other councillors do the same.

21/96

Correspondence

The SPCA bulletins previously circulated were noted.

21/97

Any Other Business for future agendas

Fly tipping – to setup a designated email address for reports.

Decide on the location of the Keele sign.

Date of next meetings:

Keele Village Hall onwards - 21st September 2021, 19th October 2021, 16th November 2021, 21st December 2021, 18th January 2021, 15th February 2021

Meeting closed at 21.00.

Approved payments schedule

Cheque No.	Expenditure	Details	TOTAL
Chq 766	Staffs County Council	Data Protection Officer 2021/22 renewal	265.00
Chq 767	Mrs W Naylor	Litter Collection May onwards	173.88
Chq 768	Tarmac Ltd	TPC Knights templar Third party contribution	199.14
Chq 769	Mrs D Powell	Salary June/July	430.40
Chq 770	VAST payroll services	HMRC July 2021	103.80
Chq 771	Keele Church	Grass cutting contribution	500.00
Chq 772	Steve Hough	SID removal	40.00
Chq 773	Access Irrigation	Spring service Yew Tree	416.40
Chq 774	Steve Hough	Siding Quarry Bank to By pass	320.00
Chq 775	VAST payroll services	Payroll bureau set up fee	30.00
		Total	2,478.62

Keele Parish Council Chair's Report: July 2021

COVID

You will be aware of the relaxation of legislation concerning COVID from July 19th Local cases continue to rise whilst hospital admissions remain comparatively low and deaths from COVID were 0 in the last 7 days. That

noted, we will use the same precautions as at our last meeting in terms of masks, spacing, ventilation and hygiene. Diane will be on hand to marshal.

August meeting:

I will suggest at our meeting on Tuesday 20th July that we do not meet in August unless there are pressing issues to address.

Planning Applications

July 2021

PA 21/00517/FUL William Smith Building Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BG Application Ref No: 21/00681/FUL Proposed development for academic functions to support the University's core functions. Temporary (5 year) building for the teaching of Prosthetics and Orthotics on an existing car park adjacent to the William Smith Building on the University campus. [Proposed development for academic functions to support the University's core functions.](#) The application will involve the loss of around 15 car parking spaces but no suggested alternative parking is mentioned in the application. I recommend we object on that basis.

Keele University: Intention to submit an application for planning permission to open up the Newcastle Lodge for a bus entrance. The University noted in an email:

"and it (is) aimed at us being able to run a fast and more frequent shuttle service between the campus and Newcastle in term time, in addition to the standard 25 service.

As discussed previously it will only be for buses turning left onto campus from Newcastle and will have barriers and ANPR to ensure it cannot be used as a shortcut for other vehicles."

Whilst we may not object to the application itself and we are 'reassured' that the proposed service is in addition to the no. 25 which calls in the Village, I would not that Keele have no control of decisions made by the bus operator. For discussion.

Proposed 20.0m Phase 8 Monopole C/W wrapround Cabinet at base and associated ancillary works. Open for comment.
Communication Station Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 5AQ

Ref. No: 21/00701/TDET | Validated: Fri 09 Jul 2021 | Status: Pending Consideration

Located in Silverdale towards the junction with High Street.

Last month

COUNTY COUNCIL PLANNING APPLICATION NO. N.12/09/216 MW D2 for submission of details in compliance with conditions 5 (Working Plan), 6 (Progress Plan), 38 (review of approved Final Restoration Plan) and 39 (detailed Restoration and 5 year Aftercare Scheme) of planning permission N.12/09/216 MW at Walleys Quarry Landfill (consultation ends 21 days from 9th June i.e. 30th June – to County Council). Still within consultation period, no submissions received from Councillors.

Installation of Illuminated and non illuminated signage Unit 2 (Co-op) University Of Keele Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 21/00552/ADV. Pending

T1, Maple, crown lift to a maximum height of 4m above ground level. Also crown clean by the removal of dead, diseased, damaged and rubbing/crossing branches and crown thin, by a total maximum of 10% by volume, all material will be chipped and removed from site.
T2, Whitebeam, crown lift to a maximum height of 4m above ground level. Also crown clean by the removal of dead, diseased, damaged and rubbing/crossing branches and crown thin, to a total maximum of 10% by volume, crown reduce some branches on the property side to balance the profile of the crown on the remaining sides, all material will be chipped and removed from site 47 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH Ref. No: 21/00541/TCA. . Approved

Crown lift to T1 & T2 45 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH Ref. No: 21/00590/TCA. . Approved

Alterations to front elevation, proposed plant and enclosures, new external storage area with canopy, proposed ventilation louvres, satellite dish to rear elevation and extension of opening hours Unit 2 & 3 University Of Keele Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5BW Ref. No: 21/00517/FUL. Pending

Ongoing

Retention of rear sun room Finney Green Farm Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB Ref. No: 21/00306/FUL : pending. It has been brought to my attention that the application requests a rerouting of the footpath behind the property. **For discussion at our July 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/FU: pending

Boggs Cottages Appeal

Rescheduled until such a time as face to face hearings are judged to be possible

Parking

I have sent a query to Alistair Bishop of County Highways who responded promptly.

"The detail design drawings are now almost complete. I need to visit the site next week to check positioning of some of the new signs for the clearway. I will then be in the position to send the drawings for an estimate and subject to that being acceptable can give the highway works contractor the approval for implementing the scheme (subject to the road space booking)."

He thinks to work may be done in October.

Grass cutting

We now have the database from the Borough showing the areas of grass to be cut. I continue to monitor grass cutting. Our third cut was in the first week of July.

Neighbourhood Plan

We have now redrafted some policies following discussions with our consultants and Keele University (document circulated with this report). We are waiting for a response from Keele University. Other than this we are ready to submit policies to the Borough for screening.

Save Our Green Space

SOGS meet on Monday 19th July at 18:45. No are no further updates. .

Borough Plan

No further updates. I attended the Newcastle under Lyme Open Space and Green Infrastructure Strategy Workshop as did Tish, Tony and Wenslie. We left the consultants very clear about our concerns about the old Golf Course. Shawn Fleet (Chief Planning Officer0 of the Borough left us in doubt that the intended Options consultation in the Autumn would be presenting a housing plan for this land. Consultation on the Infrastructure Strategy will be expanded to the community in coming weeks. I have asked that the Borough liaise with Parish Councils to ensure that 'hard to reach' residents are involved.

Village Hall

The business of getting the Broadband installed is moving forward. BT have agreed to pay half the costs for a pole to be installed on Village Hall land but Diane continues to liaise with the Ombudsman about how BT's contribution will be received.

The Great Stench

No doubt you will be aware that our MP raised in P.M's question time and the P.M expressed frustration with the rate of progress. A court action is being taken by Stop the Stink against the EA, it will be held on 23rd July by video link.

The current update on the Environment Agency website contains the following information:

- For the week 4 July to 11 July, hydrogen sulphide levels were below the World Health Organisation's (WHO) 24-hour average health guideline level to protect against short-term health effects but were above the WHO 30-minute average odour annoyance guideline level between 3% and 17% of the week. During this week we received 853 odour reports from local people.

Hedge and Veg sub-committee

Wenslie and I did a Hedge and Veg walk on Saturday and made the following notes:

For discussion: we view Keele is a rural parish and due consideration needs to be given to protecting species diversity and providing habitats for plants and animals. We do not believe it is possible or desirable to ask the land users to cut hedges and verges more than once a year. Ideally this cut should be at the end of nesting season (August). This should ensure that path obstruction is minimised during the following season. Where footpaths become dangerous because of outgrowth, this will be dealt with on a case-by-case basis. What can be achieved is a necessary compromise between desirability, cost and achievability.

The epicormic growth from the Limes fronting the Hawthorns is obstructing the footway and needs cutting back. I have written to Seddon to request.

Station Road is passable, the occasional briar needs cutting back

Pepper Street towards the A525 is dangerous and obstructed. The owner has been contacted and is arranging a cut. We need to discuss the best way of managing this narrow, dangerous footway in future.

Pepper Street towards Silverdale is obstructed in places. The clerk will write to the tenants asking that they cut asap.

Several houses on the side of The Village ops. Hawthorns have hedges that have crept out into the narrow footway. We will write to them in due course asking that they cut back to the inner edge of the footway.

Litter collector will remove briars at the top of Three Mile Lane (Keele Farmhouse)

Three Mile Lane has heavy verge vegetation but can be cut at the end of the summer.

Quarry Bank Road passable along its entire length. As always, the main impediment to wheeled vehicles on Quarry Bank are vehicles. End of summer cut. Whilst Quarry Bank Roads footpath is obscured by outgrowth from the hedge and verge, the road provides a safe walking route. I will discuss the woodland in the approach to the bridge from Quarry Bank with County. It is obviously managed to some degree.

Golf Course Club House hedge. End of summer cut, verge provides safe passage.

Corner of Keele Road and A525 by memorial plaque, footway obstructed. I will discuss with County at our site meeting on Wednesday 21st July as I think they may be the owners.

Keele Road has dense vegetation from the verge but is broadly passable, end of summer cut. We met a gentleman taking hay from the old cricket ground field and may now have a valid phone number for the owner.

Outgrowth from the church yard is obscuring the footpath along Keele Road where it fronts the Village. Keele Conservation Group are no longer managing the wild areas of the church yard. The clerk will be asked to contact the PCC (Steve Mellor).

Gullies

Following a complaint from a resident regarding the gully under the bridge on the A525, Highways have now done a 'gully suck'. I have also been told other gullies the A525 are block which I will investigate in due course.

I have a site meeting with County Highways Community liaison on Wednesday 21st July when I will be discussing the gully at 2, Station Road amongst other issues.

Pepper Street spoil

I have written to Professional Services thanking them for the work they did and asking if there is any ongoing monitoring.

Gates

I have spoken to the suppliers who are sending quote.