

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Tuesday 21<sup>st</sup> September 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), Mrs S Hughes (SH), Mrs Val Newman (VN), Mr D Meakin (DM)

Parish Clerk – Mrs D Powell

Present – Andy Rowe, Monica Cru-hall (Co-op Member Pioneer Co-ordinator) and a member of the public were present.

**21/98 Public Open forum**

Monica Cru-hall (Co-op Member Pioneer Co-ordinator) spoke about the Co-op and the desired links within the community. Events are being organised to develop links between the University and local community such as monthly walks and courses. GB agreed to include details of the Co-op initiative in the Parish Council Bulletin and newsletter.

A member of the public attended the meeting to discuss the situation in respect to the trees on the Seddon development. GB advised these would become the responsibility of the residents of the Hawthorns once the public areas had been passed to the Management Company.

**21/99 Apologies**

Apologies were received and approved for Mrs T Wright and Borough Councillor T Kearon.

**21/100 Declarations of Disclosable Pecuniary Interests**

WN declared an interest in Agenda item 21/104.

**21/101 Co-option of a new Councillor**

Item 9.15 was brought forward on the agenda.

The required public notices having been displayed for fourteen days (on Parish Council noticeboards and website and the Borough Council website), the following resolution was proposed: the co-option of Andy Rowe (AR) to fill one of the existing vacancies on Keele Parish Council. It was **RESOLVED** to co-opt Andy Rowe and for the Declaration of Acceptance of Office and the Disclosure of Pecuniary Interests forms to be signed. The Council welcomed Mr Rowe.

**21/102 To note the draft minutes on 20 July 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

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 work with County in identifying sites. WN

Fly tipping – agreed that fly tipping reports should be made using existing email addresses to Chair or Clerk and that a dedicated email address was not needed. WN

AR reported that TW proposed to place two uplighters at the sculptures as the darker nights approach to be viewed and a date would be circulated. This matter was **RESOLVED**. TW

Local listed buildings review for Keele. WN, VN and RS to meet at the Village Hall to review. To be included on the next agenda.  
WN to take the width of the footpath and forward to SCC and request that the footpath be widened.  
DH had prepared an article for CPRE which had been circulated and had received positive comments.

**RS, VN,  
WN  
  
WN**

**21/103 Covid-19 Community Response**  
Nothing further to report.

**21/104 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 noted.
3. To note and approve the bank reconciliation – **Appendix C**. – The bank reconciliation was noted.
4. To approve online access to the Parish Council bank account for GB and VN for dual authorisation purposes. **RESOLVED** to approve online banking access for GB and VN for the purpose of dual authorisation of bank transactions.

**21/105 To note (only) written reports circulated in advance:**

1. Chairman’s report – noted as attached. In addition:  
The Chair was disappointed to note that approval had been given for an access road to Finney Green Farm.  
The Heritage Open Day at St John’s Church had been well attended.  
Open Reach are to erect a telegraph pole at the village hall.
2. County & Borough Councillors Cllr Huckfield and Cllr Kearon. No Borough or County Councillors were present.

**21/106 General Data Protection Regulations (GDPR)**

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder)  
There have been no breaches.

**21/107 Other matters**

1. Update on the Knights Templar x 2 sculptures. The contract is awaiting signature from Staffordshire County Council.
2. Staffs County Highways budget regarding grass cutting update - Mr Bibby- The grass cutting is carried out monthly and is being done to an adequate standard. It was **RESOLVED** that the Parish Council would not carry out extra grass cutting and would write to residents about this in the Spring.
3. Memorial for Cllr John Downing – GB suggested an inauguration - to be discussed at the next meeting.
4. Update for info only on the broadband issues Pepper Street/ Quarry Bank –Mr Meakin/Mrs Hughes. It was decided to invite Martin Crutchley to the October meeting to discuss the matter of including certain addresses.
5. Walleys Quarry – Details are included in the Chair’s report.
6. Update on hedges, verges, highways, and footpaths. See the Chair’s report. RS raised the issue of overgrown Yew trees. GB offered to inspect the overgrown trees and discuss with owner.

**GB/TW  
  
SH/DM  
  
GB**

7. Update on the Rural Runaround's use and future use. VN reported that the Rural Runaround is in use on a small scale and will be used more often now that the schools have returned. The vehicle is available for the use of any resident of the participating parishes where there is no reasonable alternative vehicle. Therefore, the parameters for the Rural Runaround's use are wider as it is available for broader use. The scheme is looking for qualified drivers.
8. Proposal that tree planting initiative fund, community orchard and Keele conservation volunteers should be taken "in house" by the Parish Council. This matter was discussed, and a meeting is to be scheduled between GB, WN and VN. WN advised that there is a Constitution of Keele Conservation Group and minutes of the meetings. **GB/WN/VN**
9. To consider a quote from Stuart Abbotts of £250 to maintain both sides of the overgrown footpath across the A525, which connects the Narley to Quarry Bank. It was **RESOLVED** to approve the quote of £250 and instruct Stuart Abbotts to carry out the maintenance work.
10. To note the noticeboard inspection report from Steve Hough. Also, to note the quote for £175 for maintenance of the Quarry Bank and Highway Lane noticeboards. It was **RESOLVED** to approve the quote and to instruct Steve Hough to carry out the maintenance of the noticeboards.
11. To note that the Yew Tree winter Service taking place on 18 October 2021 by Access Irrigation. This was noted.
12. Schedule a meeting with the Clerk to discuss ways to make the Parish Council more proactive and improve efficiency. A meeting is to be scheduled with DP/GB/VN/WN/RS **DP/GB/VN/RS/WN**
13. To consider an upgrade to the Clerk's laptop. It was **RESOLVED** to approve expenditure of £500 to purchase a new laptop for the Clerk.
14. To discuss requesting the Borough Council to post dog fouling notices. The matter of dog fouling in the parish was discussed and it was **RESOLVED** that signs should not be requested from the LA. The view was that they had little impact on the small minority of offenders who failed to pick up their dog's faeces but did downgrade the urban environment. VN noted there were stickers for bins advising they could be used for dog waste and is investigating how they might be acquired. VN to investigate whether there are enough dog waste bins. **VN**
15. To note that the Parish Council is now able to advertise and co-opt to the two councillor vacancies. This item was taken earlier in the meeting at reference 21/101

**21/108 Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby**

A Keele Neighbourhood Development Plan pre-screening meeting is taking place with Jemma Marsh and Shawn Fleet on 23<sup>rd</sup> September regarding the policies included in the draft Neighbourhood Plan with a view to commencing Regulation 14.

**21/109 Borough Local Plan (LP) Standing Item**

The Issues and Strategic Options document is available for comments. SOGS have met to discuss the option relating to a development on Keele Golf Course. See the Borough Plan section of Chair's report.

**21/110 Keele/Silverdale/University Growth Corridor and Save our Green Space (SOGS) campaign (Standing Item)**

See the Chair's report. DH had tried to contact Staffordshire Wildlife Trust and plans to contact CPRE to include a follow up article once the consultation goes live. DH was thanked for his involvement and work with SOGS.

21/111 **Planning applications – to provide comments on the following:**

[21/00806/TWA | Application for notification of works to trees in a conservation area | 21 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH \(newcastle-staffs.gov.uk\)](#)

**RESOLVED** to rely on the report of the Tree Protection Officer.

Boggs Cottages Appeal update – no progress due to Covid.

21/112 **Correspondence**

The SPCA bulletins previously circulated were noted.

21/113 **Any Other Business for future agendas**

Decide on the location of the Keele sign.

Arrange for an inauguration for the memorial for Cllr John Downing.

Local listed buildings review for Keele. WN, VN and RS to meet at the Village Hall to review.

The re-siting of the bench opposite the village Hall.

**Date of next meetings:**

Keele Village Hall onwards - 19<sup>th</sup> October 2021, 16<sup>th</sup> November 2021, 21<sup>st</sup> December 2021, 18<sup>th</sup> January 2021, 15<sup>th</sup> February 2021, 15<sup>th</sup> March 2021.

**Meeting closed at 21.00.****Approved payments schedule**

Date	Chq no.	Payee	Details	Net £	Vat £	Total £
21/09/2021	Chq 779	G Bibby	Zoom reimbursement July to September 2021	57.56	0.00	57.56
21/09/2021	Chq 780	Mrs D Powell	Salary	352.65	0.00	352.65
21/09/2021	Chq 781	VAST payroll services	HMRC month 6 £84.20 and payroll charges £20	104.20	4.00	108.20
21/09/2021	Chq 782	Mrs D Powell	Reimbursement for MS Office July and August £11.28 x 2 and a large plastic file box £14.66	37.22	0.00	37.22
21/09/2021	Chq 783	Mrs W Naylor	Litter picking 16 July to 12 September 2021	192.38	0.00	192.38
			<b>Total</b>	<b>744.01</b>	<b>4.00</b>	<b>748.01</b>

# Keele Parish Council Chair's Report: September 2021

## COVID

Local case rates in Keele and Silverdale are falling and have been doing so for the past two weeks. Cases are also falling in Newcastle Borough.

## Planning Applications September 2021

21/00806/TWA | Application for notification of **works to trees in a conservation area | 21 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH** (newcastle-staffs.gov.uk) for comment by 23 September 2021. My recommendation is that we leave this matter to the Tree Protection Officer

## 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. Decision is to Permit

Keele University: Intention to submit an application for **planning permission to open up the Newcastle Lodge for a bus entrance.** Decision pending

21/00780/DOB | Application for the **modification or discharge of planning obligations made under Section 106 of the Town and Country Planning Act relating to Section 106 Agreement** dated 2 April 2015 (13/00970/OUT), the Deed of Variation dated 17 December 2019 and S106A decision dated 20 August 2020, reference 20.00431.DOB (S106A Decision) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire. Decision is to permit i.e to give another 9 months for the development to commence. It will be interesting to note if a sale is made and development commences within this period.

## Ongoing

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 9<sup>th</sup> June i.e 30<sup>th</sup> June - to County Council). Still undergoing consultation despite deadline having passed

Signed by .....Dated.....

**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. Decision to permit and Co-op now open.

**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. Decision is to permit

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

**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: Decision is to permit. This is both surprising and disappointing. I have included the officer's report which informed the decision with this circulation. NOTE: although the applicant has submitted an application to Staffordshire ROW to divert the footpath, this has yet to be decided. The report makes clear that the 'access road' must not obstruct this ROW.

### **Boggs Cottages Appeal**

Rescheduled until such a time as face to face hearings are judged to be possible. No further update.

## **Parking**

I am awaiting an update from County. The last information we had was that the work on the TRO's should take place in October.

## **Heritage Open Day at St John's Church**

The church open day on Saturday, part of the national Heritage Open Days programme was well supported by local people and church enthusiasts. There were around 100 visitors and £250 was taken in donations and jam and raffle ticket sales. Thanks to the small band of organisers who made it happen.

Also date for your diaries, Sunday 19<sup>th</sup> December is Village Christmas Party at the village hall.

## **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 fourth cut was in late August.

## **Neighbourhood Plan**

Signed by .....Dated.....

I have now submitted draft policies to Jemma Marsh, the officer in charge of Neighbourhood Plans at the Borough. I am meeting with Jemma by Teams on Thursday 23<sup>rd</sup> September at 12:00. Parish Councillors are invited to attend, please let me know if you would like to sign in and I will send details.

## **Borough Plan**

The draft Issues and Options document is now available and has been shared with Parish Councillors.

[Agenda for Planning Committee on Tuesday, 31st August, 2021, 7.00 pm | Newcastle-under-Lyme Borough Council \(newcastle-staffs.gov.uk\)](https://www.newcastle-staffs.gov.uk/agenda-for-planning-committee-on-tuesday-31st-august-2021-7-00-pm-newcastle-under-lyme-borough-council)

The consultation was scheduled to start in the third week of October but it is not clear if this is still the case following the cancellation of the Borough Council meeting 22<sup>nd</sup> Sept. The next meeting is November which would push the six-week consultation into Christmas! I will clarify with Jemma Marsh when I meet with her to discuss our Neighbourhood Plan.

Document shows 3 key growth options:

- National Targets (one size fits all)
- Sustainable Growth
- Greater Growth

From this there are then 6 options identified as 'Growth Directions'

- Growth Direction 1: Development on strategic sites outside the Green Belt – Large scale rural extensions
- Growth Direction 2: Strategic green belt release for an urban extension - University Growth Corridor
- Growth Direction 3: Green belt release for development of strategic sites - Talke and Chesterton expansion
- Growth Direction 4: Green belt release for development of strategic sites - Kidsgrove expansion
- Growth Direction 5: Green belt release for development of strategic sites - Audley Rural expansion
- Growth Direction 6: Combination of strategic sites across the Borough comprising both sites outside the green belt and sites which require green belt release

**I will propose at our meeting on Tuesday:**

- **We formally reject Growth Direction 2**
- **We consider the other Growth Directions at our October meeting**

- **We work with Silverdale Parish Council to set up an online meeting between all Parish Councils in the Borough to determine grounds for a co-ordinate response**
- **I prepare an addition of the Yew Tree for distribution in mid-October**
- **Keele Parish Council contribute to the cost of flyers to be distributed prior to the Borough Plan Issues and Options consultation**

## **Save Our Green Space**

SOGS met on September 13<sup>th</sup> at Keele Village Hall to discuss a response to the Borough Plan. The outcomes were as follows:

### **Campaign Proposals.**

1. consultation now expected to commence on 18<sup>th</sup> October and run for 6 weeks. *Note: the cancellation of the Borough Council Meeting on 22<sup>nd</sup> September may mean that this will now be delayed until later in November, this will mean that the consultation may take place over the Christmas period!*
2. Need to ensure that as many people as possible respond to the consultation therefore a widespread publicity campaign needs to be mounted.
3. Key points to be drawn up to focus the message.
4. **A zoom meeting to be arranged with all parish councils in the borough,**
5. Flyer/poster to be printed giving details of the campaign. Silverdale and Keele Parish councils to feature campaign in parish newsletters going to every household as previously. Flyers to be distributed as before.
6. Publicity in The Sentinel, major article involving statement and photo opp
7. Publicity via social media, radio etc.
8. Suggestion for (spontaneous, not organised) family events on golf course, stand on outdoor market or at other public events ). NB October half term.
9. Work with NUL Green Spaces Campaign to spread message across all local communities.

### **Actions**

1. Questionnaire and Options document to be circulated to SOGS group members with request for comments on key questions. To be returned to Henryk by deadline.



2. Henryk to create crib sheet of key questions to feature in publicity.
3. Meeting with parish councils to be set up and documents circulated.
4. Design publicity materials and media release.
5. Distribution of information. PCs & all.
6. Housing Strategy Documentation to be researched.
7. Remaining flyers from last time to be distributed.

## **Village Hall**

The business of getting the Broadband seems to have been resolved. The VHC chair has spoken to a senior manager at BT who confirm a team will be coming on Wednesday 22<sup>nd</sup> September to install a pole and line! If this is the case we should be able to stream our next meeting to the public.

## **The Great Stench**

Rebecca Currie of Silverdale has won her judicial review case at the High Court.

*(from a post by Aaron Bell)*

*Lawyers for her son, Mathew argued the hydrogen sulphide emissions from the landfill, Walley's Quarry in Silverdale, operated by Walleys Quarry Ltd and regulated by the EA, have worsened his underlying health issues. The landmark judgement, handed down by Mr Justice Fordham earlier today, means that the Environment Agency must now take more action to reduce hydrogen sulphide levels from the landfill by January next year.*

*Mr Justice Fordham said in his judgement 'I am not satisfied, on the evidence, that the EA has yet addressed its legal duties in the way that it must. But there is an obvious and pressing public interest imperative that it must do so, as a matter of urgency.'*

*The Court ruled that the current levels of hydrogen sulphide from Walleys Quarry Landfill Site constitute a breach by the EA of its operational 'duty', highlighting that the 'EA can do "much, much more" than is currently being done, both in relation to waste reception (currently primarily left as a matter of 'self-regulation' by WQLS) and in relation to waste which is already on site'.*

The Environment Agencies response and their latest update on recent breaches can be found here:

[Walleys Quarry Landfill Site - Latest Update - Environment Agency - Citizen Space \(environment-agency.gov.uk\)](https://www.environment-agency.gov.uk/citizen-space/walleys-quarry-landfill-site-latest-update)

## **Hedge and Veg sub-committee**

The Hedge and Veg sub-committee met last week to discuss...hedge and veg. Firstly, it noted that the Parish Council have no statutory responsibility nor powers with regard to hedge cutting, grass cutting or footways. Nevertheless, we do have an interest and work cooperatively with the Borough and County who do have statutory responsibilities in this respect. It was agreed that Keele is a rural parish and that the degree of cutting one might find in an urban area is neither desirable nor possible. We discussed the advisability of bringing grass cutting in house and suggested it might be sensible to continue with County whilst considering if we wished to provide an additional service. We affirmed the principle established at our last PC meeting that the PC could not cut private hedges nor insist that landowners/ tenants did more than one cut per year. We broadly agreed that, generally, the best time for a cut was at the end of the summer. Where footways are obstructed by rapid growth we can write to landowners/ tenants bringing it to their attention but have no powers of enforcement. County do have the power to cut and charge back will only do so as a last resort and after significant delay.

Stuart Abbot and contractors have cut the hedges around the War Memorial.

Steve Hough has cut the grass around the Yew Tree.

Most hedges are cut and footways passable:

The epicormic growth from the Limes fronting the Hawthorns is obstructing the footway and needs cutting back. Seddon have responded to my query about when they will cut and are getting back to me with a date.

Pepper Street towards Silverdale cut but brash left on pavement resulted in complaint from resident whose dog was injured by a thorn. Clerk to be requested to write to tenants asking they remove debris from footpath in future.

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.

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

Corner of Keele Road and A525 by memorial plaque, footway obstructed. Rob Steele unsure of ownership of this land but was checking.

The Sneyd's hedge fronting The Village has grown out and creates visibility problems for residents turning from Quarry Bank Road onto the Village. Clerk to be requested to write to the Landlord asking if they could cut back.

Significant amounts of manure have been left on the road having been moved out of Top Farm and onto the Cemetery Extension field. The Clerk will be requested to write to Top Farm asking they clean up the road.

## **Meeting with Rob Steele**

I met with Rob Steele (community Liaison Staffs Highways) on 21<sup>st</sup> July and have reported on the meeting in both a bulletin and by email but for the sake of completeness:

Signed by .....Dated.....

- Culvert cover on Zebra crossing: Rob noted this was an Eon culvert/ duct and that you would contact them requesting that they investigate.
- Drain on corner of Quarry Bank Road and Keele Road. My report number is for this gully is 4242438, Rob undertook to pursue a solution for us.
- Gully outside 2, Station Rd. . My report number is for this gully is 4227261. Rob noted the gully was located on a private drive. We discussed the assertion that the field drain from Top Farm empties into this gully and has silted it up. Rob undertook to pursue solutions, possibly capping off the gully and moving it and requiring a rerouting of the field drain.
- We discussed grass cutting and Rob clarified that Madeley receive no devolved funding from County but undertake their own extra cuts paid for by the precept. Keele Parish Council will investigate this model and are standing down their application for devolved funding for the moment.
- We discussed gully emptying. Rob noted some parishes undertake extra gully emptying paid for by the precept. Keele Parish Council will discuss this as a way forward at our next meeting but would wish to remain part of the County programme. Rob will clarify for us what the frequency of gully emptying is for Keele.
- We walked Quarry Bank Road/ Quarry Bank and confirmed it was a BOAT for much of its length. The trimming of hedges and footpath on QBR is not on the maintenance schedule of County Highways. County will make good major potholes with hardcore but will not metal. Rob agreed to take up the condition of the gates on the bridge with the relevant department, to try and arrange a weed spray for the bridge kerbs and to determine when the next trim of the woodland is due on the Quarry Bank approach. We looked at the drop kerb and agreed I would take it up with Cllr. Huckfield and request it be moved a few meters to the adopted highway.  
We discussed the lack of a bus from Pepper Street these days and Rob recommended Rhona Gallimore from Passenger Transport as a useful contact.  
Rob noted the missing 'sets' from the sleeping policemen on QBR and have undertaken to pursue this, determine the contractors and have the 'sets' restored.