

**MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Tuesday 16<sup>th</sup> November 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), Ms T Wright (TW), Mr D Meakin (DM), Mr A Rowe (AR) and Ms M Thomsen (MT)

Parish Clerk – Mrs D Powell

Present –No members of the public were present.

**21/130 Public Open forum**

No members of the public were present.

**21/131 Apologies**

No apologies were received.

**21/132 Declarations of Disclosable Pecuniary Interests**

WN and GB declared an interest in Agenda item 21/136

**21/133 To note the draft minutes on 14<sup>th</sup> October and agree**

1. To approve - **RESOLVED** to sign the minutes as the true and accurate record.

**21/134 Actions arising from the meeting held on 14<sup>th</sup> October 2021**

- a) DH is awaiting a response to the letter sent to the Police Force regarding the use of the Club House for training and an update from the borough council relating to the Section 15A Notice query. **DH**

No response had been received and a Freedom of Information request had been submitted by DH.

- b) GB had sent a letter to the Secretary of State regarding the Direction to pursue the Footpath S53 at Quarry Bank/Redheath. A response had been received and DP is to follow the matter up with The Planning Inspectorate. **WN/DP**

No response had been received. WN and DP to liaise with Dave Adams, the Head of Parks.

- c) WN and SH to take the width of the footpath and draft a letter to Cllr Huckfield and request that the footpath be widened or the bus service be re-installed. **WN/SH**

The measurements of the footpath had been taken and a letter drafted to councillor Huckfield. The footpath is deemed to be too narrow in places.

- d) DH is to prepare a further article for CPRE. **DH**

A follow up article had been prepared by DH and placed onto the website of CPRE.

- e) Schedule a meeting with the Clerk to discuss ways to make the Parish Council more proactive and improve efficiency. A meeting is arranged for 27<sup>th</sup> October 2021. **GB/VN/DP**

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

The Clerks hours were discussed and are to be monitored and reviewed in respect of an increase to the hours worked. GB is keen to delegate work and for the parish council to become more proactive and efficient.

It was **RESOLVED** that DP would finalise the NDP document and would be paid for the extra hours worked.

- f) Update on the Knights Templar x 2 sculptures. The contract is awaiting signature from Staffordshire County Council. DP to contact the Legal Department of Staffordshire County Council to try to move the contract along. **DP/WN**

Awaiting the redrafting of the contract by Staffordshire County Council Legal Department.

- g) Update for information only on the broadband issues Pepper Street/ Quarry Bank (Mr Meakin/Mrs Hughes). It was decided to invite Martin Crutchley to the November meeting to discuss the matter of including certain addresses. **DM/SH**

Martin Crutchley is be invited to the January 2022 meeting.

- h) Update on hedges, verges, highways, and footpaths. It was reported that the 4x4s' had met and there were reports of reckless driving on Pepper Street including driving on the grass. A letter is to be sent to the organisers. A letter had been sent. **WN/DP**

- i) Update on the tree planting initiative fund, community orchard and Keele conservation volunteers. Platinum Oaks is going ahead. Discussions are ongoing with Staffs County Council regarding potential sites in Station Road and Pepper Street. There is funding for five trees and a site meeting is to take place to finalise the sites on Station Road. **WN**

The site for four memorial trees has been agreed for the end of Station Road. KPC is awaiting a date for planting from Rob Steele, County Highways. WN has a useful contact for further trees and is requesting funding from the County Council which is ongoing. KPC agreed to adopt the project is awaiting confirmation of the planting on Station Road, before the cheques are banked. WN is to email DP when the date is received to advise that the cheques can be banked. WN thanked the Parish council and GB thanked WN for arranging the memorial trees.

- j) To discuss the re-siting of the bench opposite the Village Hall. VN and WN were asked to map the new location of the bench and to share this with ROTH for their approval. Also to approach Seddon to obtain their agreement to make good the site with hard standing and to lay a path up to the bench.

VN had written to the Site Manager and is awaiting a reply. WN and AR were asked to speak to the Site Manager. **VN/WN/AR**

- k) Update on the Local listed buildings review for Keele. WN, VN and RS to meet at the Village Hall to review. To be reviewed again next year.

- l) To decide on the location of the Keele sign. GB will circulate the photographs of the proposed sites for the sign and ask councillors to vote. The decision will go with the majority vote.

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It was **RESOLVED** to position the sign outside Boggs Cottages and for GB to contact Rob Steele, County Highways.

All

21/135 **Other matters**

- a) Update on hedges, verges, highways, and footpaths.  
The hedge on Quarry Bank has not yet been cut. DP to contact the landowner.  
Regarding the dirty signage around the village, VN and DP are to write to the County Council. VN is to write to Rob Steele about the abandoned signage and engineering around the village.
- b) Sneyd Arms: change of tenancy  
The landlord and landlady of the Sneyd Arms are going into semi-retirement. KPC **RESOLVED** to make a presentation to the landlord and landlady. KPC Councillors and members of the community made donations towards this and a donation to St John's.

WN/VN/DP

21/136 **Finance**

- a) To approve payments/orders, receipts and transfers - **Appendix A – page 3**  
It was **RESOLVED** to approve the payments and a transfer of £1500 from the Deposit to the Current account. GB noted the delegated authority for December payments.
- b) To note and approve the budget report – **Appendix B – see attached**  
The budget update was noted. The budget is broadly on track. There is less expenditure on grounds maintenance over the winter months.
- c) To note and approve the bank reconciliation – **Appendix C – page 4**  
It was **RESOLVED** to accept the bank reconciliation.
- d) To discuss budget setting and the Precept for 2022/23  
The Precept paperwork is to be circulated once it is received from the borough council.

21/137 **To note (only) written reports circulated in advance:**

- a) Chairman's report.  
A Christmas party is arranged for 19 December 2021 at The Village Hall from 4pm to 8pm. The Christmas tree will be decorated on 1 December 2021.
- b) County & Borough Councillors Cllr Huckfield and Cllr Kearon  
No borough or County Councillors were present.

21/138 **General Data Protection Regulations (GDPR)**

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

21/139 **Keele Neighbourhood Plan (Standing Item) – to note progress– Mr Bibby**

VN had drafted a statement for the policy area to include information of Keele being a historic closed village.

21/140 **Borough Local Plan (LP) (Standing Item)**

The Local Plan Issues and Options consultation is now live. As many people as possible are urged

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

to respond. The Plan proposes above the Government target of 27% with 8900 houses over fifteen years. A protest is taking place at Castle House and various letters had been sent. It was **RESOLVED** that DH would resubmit the bid and note on the Asset of Community Value request in relation to the restriction of public access to Keele Golf Course. The media campaign by SOGS continues and KPC and SOGS are working together. A meeting is arranged with Simon Tagg for 23 November 2021.

GB had drafted an executive summary of the Issues and Options document giving a brief response to each of the critical questions. It was **RESOLVED** to circulate this to the Bulletin list.

It had been **RESOLVED** for KPC not to meet in December 2021 however there would be meetings to discuss the responses to The Local Plan.

**21/141 Planning applications – to provide comments on the following:**

a) [21/00952/FUL | Application for variation of condition 2 of planning permission 18/00262/REM to allow substitution of house types | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)

A response had been submitted to the Planning Department.

b) [21/00779/FUL | Proposed Single Storey Dwelling | Red Heath House Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QJ \(newcastle-staffs.gov.uk\)](#)

It was **RESOLVED** to object to this planning application.

c) Boggs Cottages Appeal update

See the Chair's report, a date for the appeal has been set for 23 February 2022.

**21/142 To note the Staffordshire Parish Councils Association Bulletins and correspondence received: - Appendix D – page 5**

This was noted.

**21/143 Any Other Business for future agendas**

**Meeting closed at 8.55pm**

**Date of next meetings:**

Keele Village Hall onwards

18 January 2022, 15 February 2021, 15 March 2022, 19<sup>th</sup> April 2022, 17<sup>th</sup> May 2022

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

#### Appendix A - Payments/orders, receipts and transfers

DATE	REF/ Chq no	PAYEE / PAYOR	DESCRIPTION	PAYMENT £
16/11/2021	BACS	Access Irrigation Ltd	Access Irrigation Ltd	220.80
16/11/2021	BACS	St Johns Church (Keele)	St Johns Church (Keele)	17.00
16/11/2021	BACS	Diane Smith	Diane Smith	132.00
16/11/2021	BACS	Mr G Bibby	Mr G Bibby	14.39
16/11/2021	BACS	Mrs D Powell	Mrs D Powell	352.45
16/11/2021	BACS	VAST payroll services	VAST payroll services	84.40
16/11/2021	BACS	Mrs D Powell	Mrs D Powell	21.27
			<b>TOTAL</b>	<b>842.31</b>

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

### COVID

Local case rates in Keele and Silverdale are roughly stable but rising in Newcastle.

### Planning Applications

#### November 2021

- a) 21/00952/FUL | **Application for variation of condition 2 of planning permission 18/00262/REM to allow substitution of house types** | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire. Comments were drafted and circulated following a sub-committee meeting. KPC have no objections but are requesting boundaries are wildlife permeable.
- b) 21/00779/FUL | **Proposed Single Storey Dwelling | Red Heath House Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QJ**. For discussion at our November meeting. I have no recommendations. Parish Councillors are requested to scrutinise the documents prior to our meeting

#### October 2021

21/00958/TWA | **T1 Horse Chestnut, Fell. T2 Horse Chestnut, Reduce two main south facing branches by 2-3m and reduce some long branches on north facing by 1-2m.** | 54 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH (newcastle-staffs.gov.uk). Permitted

21/00919/FUL | **Erection of gates at the entrance to the Villa and the Barn** | The Hawthorns The Village Keele Newcastle Under Lyme Staffordshire ST5 5AH (newcastle-staffs.gov.uk). Pending

## 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. Split decision, some of the work in cutting back trees approved, some denied.

## July 2021

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

## 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 MWat Walleys Quarry Landfill(consultation ends 21days from 9<sup>th</sup>June.i.e 30<sup>th</sup>June -to County Council). Approved, the portal had not been updated!

## Boggs Cottages Appeal

The appeal against the eviction order for 5, Boggs Cottages has been rescheduled for 23rd Feb 2022

## Renovation of Statues

Staffordshire County Council modified the contract but omitted the second site at Station Road and claimed they did not own the statue or land it stood on. Fortunately, they were very responsive when we pointed out their error and the contract has gone back to Legal for a further rewrite.

## Platinum Tree Planting

We had another site meeting with Rob Steele at the Station Road site and he is now facilitating the necessary admin to allow the planting to take place.

## Borough Plan

The consultation is now live, having opened on the 1<sup>st</sup> November. Parish Councillors and residents are encouraged to register and submit their

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

personal comments. I am in the process of drafting a set of comments from Keele. There will be a special Parish Council meeting to finalise our comments in the next few weeks. The window for submitting comments closes 13thDecember at 5 p.m. The link to the consultation portal is:

[Emerging Newcastle-under-Lyme local plan – Newcastle-under-Lyme Borough Council \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk)

In addition, members of the Keele and Silverdale Parish Councils and Save Our Green Space attended the consultation session in Silverdale on 4<sup>th</sup> November. We learned that it was possible to submit comments by post to:

Planning Policy  
Castle House  
Barracks Road  
N-U-L  
ST5 1BL

Responders need to give their name and address and put the question numbers they are responding to next to their responses. If you choose to respond by post, you should receive a written confirmation of receipt. All valid comments will then be manually transcribed

I have attached a copy of the Issues and Options document with the circulation of this mail. I also hope to provide some support documents including a 'key points' summary, in the near future and in good time to support those who wish to comment.

I have also corresponded with Borough Planning about the accessibility of the process to those who have impaired vision or other issues. They acknowledged that, at launch, the site was not fully accessible as legally required. They are working on ensuring the pdf of the document is readable by software and other measures. I continue to pursue this issue and will let you know of developments.

## **Village Hall**

### **Broadband**

Still waiting but the application to install a pole was approved by the LA and there is a date for installation being negotiated.

**Keele Christmas Party Sunday 19th December 4.00pm to 8.00pm**

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

Residents of all ages in the parish are invited to attend the party organised by the village hall committee. This is a great opportunity to gather together to celebrate the festive season. Free light bites and drinks will be served throughout the event. Just turn up.

### **Keele Village Hall – Decorating The Chestnut Tree.**

Last year during the height of the pandemic the committee decorated the tree in the car park with lights and baubles made by residents. This year everyone is invited to make Poms Poms for the tree. Instructions are attached with this bulletin and will also be delivered with the next issue of the Yew Tree. Please leave your pom poms in the blue box by the door to the village hall by Monday 22nd November.

### **Public Realm**

The hedge on Quarry Bank remains uncut, the Clerk is sending the tenant another reminder.

I met with Rob Steele and County Engineers on Station Road to discuss resolutions regarding runoff from the adjacent field and the blocked gully. The gully has now been cleared out and will be moved to the highway in due course. County are discussing field drainage with the owners of the field.