

## **MINUTES OF THE KEELE PARISH COUNCIL MEETING**

**Held on Tuesday 18 October 2022 at 7.00pm at Keele Village Hall**

Attendees: Parish Councillors: Mr G Bibby (GB, Chair), Ms V Newman (VN), Ms W Naylor (WN), Ms S Hughes (SH), Ms M Downing (MD), Mr T Arnold (TA), Mr C Ashton (CA), Ms C Cox (CC).  
Parish Clerk – Ms D Powell (DP)

### **133/22 Public Open Forum**

Speakers will be limited to 5 minutes each up to a total of 15 minutes.

Two PCSOs attended the meeting to report the following matters:

- Anti-social behaviour has decreased by 7% on last year. Crime has increased by 46% on last year. There have been issues at Keele Services, the University and problems on the Golf Course with off-road bikes.
- VN raised the matter of cars parking on the visibility splay at Keele Golf Course and asked that the police move them on.
- The parking on the urban clearway along Keele Road to the A525 into Pepper Street and Station Road is not yellow lined. There is the possibility of zigzags.
- The new Chief Constable is allocating officers to specific areas.
- WN raised the matter of the use of nitrous oxide and the containers found in Keele. The PCSO agreed to speak to colleagues about posters regarding the dangers of using nitrous oxide.
- GB asked for a police presence around the bridge on Quarry Bank and on the Church carpark.
- GB thanked the officers for attending the meeting. The Police officers left the meeting at 7.15pm.

### **134/22 To receive apologies**

Apologies were received from Mr A Rowe (AR), Ms T Wright (TW) and Ms M Thomsen (MT)

### **135/22 Declarations of Disclosable Pecuniary Interests**

WN declared an interest as the litter picking invoice has been received.

### **136/22 To note the draft minutes of the meeting held on 23 September 2022 and agree**

- a. To approve the minutes. It was **RESOLVED** to approve the minutes.

### **137/22 Finance**

- a. To approve payments/orders, receipts and transfers - **Appendix A**  
**RESOLVED** to approve the payments.
- b. To note and approve the bank reconciliation – **Appendix B**  
**RESOLVED** to approve the bank reconciliation.
- c. To note and approve the budget report – **Appendix C**  
**RESOLVED** to approve the budget report.
- d. To consider the Budget for 2023/24.
  - Matters discussed included an uplift in the budget for grounds maintenance and for the cleaning of signage.
  - Councillors were asked to consider any future items for inclusion in the budget and to report at the next meeting.

### **138/22 Actions arising from the meeting held on 23 September 2022**

- a. To provide an update regarding the Direction to pursue the Footpath S53 at Quarry Bank/Redheath. Matter ongoing with the ROW Legal Department at SCC. A letter to

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

request a permissive path had been sent to the Property Team at NBC. (WN/DP) DP to chase NBC regarding the request for a permissive path and to follow up on the Freedom of Information request to SCC to request copies of the documents.

- No update had been received. DP to follow up on the Freedom of information request.
  - It was noted that the Rights of Way National Network deadline is 1 January 2026.
- b. To provide an update regarding the letter sent to Cllr Huckfield and the request that the footpath be widened, or the bus service be re-installed. Update following Rob Steele's formally submitted request.
- No news from SCC.
- c. Update on the Knights Templar x 2 sculptures. (WN/DP)
- The contract with DET has been extended to 30 September 2023.
  - WN to ask the sculpture for ideas of a contractor able to carry out the refurbishment.
  - DP to ask the mining monument project manager for contacts.
- d. Update for information only on the broadband issues Pepper Street/Quarry Bank Road.
- The Broadband issues are ongoing.
- e. To provide an update on the tree planting initiative fund, community orchard and Keele conservation volunteers. Update on the Community Orchard Plan and the yew tree irrigation issues.
- WN has sent the management plan to NBC. WN to visit the offices.
  - N and J Trees are to replace the dead trees on Station Road.
  - NBC may take on the trees at the cemetery.
  - WN to follow up on the Community Orchard plan.
  - The Yew tree is being serviced on 21 October 2022.
- f. To provide an update on the sign off of the Hawthorns and the finishing off of the curbs, road surface and drain covers and the replacement of street lighting and repairs to the dry-stone wall. (AR)
- SCC are not happy with the condition of the road. ROTH are to push Seddon Homes and SCC.
  - Multiple occupancy matters to be discussed next month.
- g. Summer House and Bird Bath in historic Park and gardens, obscured by outgrowth of vegetation.
- GB to draft a letter to Keele University Estates Department.
  - WN to make a Historic List application.
  - WN and MD had met to view the birdbath and summer house. Both are affected by overgrown vegetation. The historic glass gates are also completely overgrown. WN had contacted Louise Wallace the Conservation Officer at NBC as the Summer House is a Grade II listed building and as such it should be renovated. The listing will next be updated in 2024 and a committee will make the decisions regarding renovations. This matter is to be drawn to the University's attention. GB to write a letter.
- h. Cleaning of road signs in Keele village. Awaiting reply from Rob Steele.

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

- This matter remains with Rob Steele.

#### **139/22 Other matters**

- a. Update on hedges, verges, highways, and footpaths.
  - The landowner at Quarry Bank had been reminded to cut the hedge.
  - GB to include in the bulletin the matter of fly tipping of garden waste and residential refuse to try to find those responsible.
  - It was noted that stiles are the responsibility of the landowner.
- b. Update on TRO and parking issues.
  - The TRO has improved the safety along Keele Road and the Council were congratulated for their hard work. There have been no complaints about parking.
  - It was acknowledge that people were parking in the visibility splay. It was **RESOLVED** to send a letter to Cllr Huckfield and to the Portfolio Holder for Highways. VN to draft the letter and send to DP.
- c. Discuss the suspension of the December 2022 meeting.
  - It was **RESOLVED** to suspend the December 2022 meeting and to delegate authority to the Chair and the Clerk.

#### **140/22 To note (only) written reports circulated in advance:**

- a. Chairman's report – as circulated.
  - In addition, an issue had been reported relating to the run off of water from farm land into resident's drive. The famer has committed to blocking off the field drainage and to repairing the drive.
  - Regarding the planning application for 200 houses in Baldwins Gate, GB had worked with WPC and spoke to our Borough Councillor on the Planning Committee. The planning application was unanimously rejected.
- b. County & Borough Councillors
  - No County or Borough councillors were present.

#### **141/22 General Data Protection Regulations (GDPR)**

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder).  
No issues.

#### **142/22 Keele Neighbourhood Plan (Standing Item)**

- The Policy document is being reviewed and will be sent to Gemma Marsh.
- GB and DP to meet regularly to progress the plan.

#### **143/22 Village Hall update (Standing Item)**

- It was **RESOLVED** to give permission to the VHC to go ahead with the repairs to the extension which is slipping.
- A Christmas party is taking place on 18 December 2022.
- The Governance documents are being reviewed and formally revised.
- GB and VN to join the Board of Trustees.
- VN is to work with the Chair of the VHC to ensure that the formulation of the charity is appropriate to financially protect trustees.

#### **144/22 Borough Local Plan (Standing Item)**

- Andy Fear had written on the NBC website. A draft BLP is expected in Spring 2023. The draft plan will then go to consultation.

**145/22 Planning applications – to provide comments on the following:**

[21/00952/2CN09 | Application for approval of a landscaping scheme as required by condition 09 of planning permission ref. 21/00952/FUL \(variation of condition 2 of 18/00262/REM, layout, scale, appearance and landscaping for the erection of 100 Dwellings\) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)

[21/00952/CN12 | Application for approval of an Arboricultural Method Statement for all works as required by condition 12 of planning permission ref. 21/00952/FUL \(variation of condition 2 of 18/00262/REM, layout, scale, appearance and landscaping for the erection of 100 Dwellings\) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)

[21/00952/CN11 | Application for approval of a schedule of works for all trees and hedgerows as required by condition 09 of planning permission ref. 21/00952/FUL \(variation of condition 2 of 18/00262/REM, layout, scale, appearance and landscaping for the erection of 100 Dwellings\) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)

[21/00952/CN10 | Application for approval of tree protection measures for all trees and hedgerows as required by condition 10 of planning permission ref. 21/00952/FUL \(variation of condition 2 of 18/00262/REM, layout, scale, appearance and landscaping for the erection of 100 Dwellings\) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)

The above four items are uncontroversial landscaping, arboriculture and tree protection applications. No existing trees will be removed and new trees will be planted. There were no objections, however, careful note is taken for when the development starts in March 2023 to monitor and report on the building of any impermeable barriers.

**146/22** To note the Staffordshire Parish Councils Association Bulletins and correspondence received. Appendix D - noted

**146/22 Any Other Business for future agendas**

Historical Local Listing – to establish a sub-committee.

University Housing Policy and the impact on historic buildings and housing stock.

Hawthorns multiple occupancy matters.

To consider items for the Budget 2023/24

**Meeting closed at 8.43pm**

**Date of future meetings:**

15 November 2022, 20 December 2022, 17 January 2023, 21 February 2023, 21 March 2023.

**Appendix A**

**Keele Parish Council  
Payment Schedule October 2022**

<b>Date</b>	<b>Ref</b>	<b>Details</b>	<b>Description</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total amount £</b>
18.10.22	BACS	Mr G Bibby	Zoom reimbursement	14.39	0.00	14.39
18.10.22	BACS	Salary	October 2022	505.12	0.00	505.12
18.10.22	BACS	VAST	HMRC month 7	35.60	0.00	35.60
18.10.22	BACS	Office Expenses	Expenses (MS Office and mileage and printer cartridge)	50.47	1.88	52.35
18.10.22	BACS	Wenslie Naylor	Litterpicking contract	194.75	0.00	194.75
		<b>Total</b>		<b>800.33</b>	<b>1.88</b>	<b>802.21</b>

## Keele Parish Council Chair's Report: October 2022

### **Grass Cutting**

The grass was cut again at the beginning of October, I have been led to believe it will be cut once more before the winter. I am hoping to meet with Rob Steele in the near future to investigate delegated funding for us to cut a number of areas ourselves. I remain open to this idea but have yet to be convinced it is the right way forward.

### **Hedge and Veg**

No update on last month beyond noting that the owner of the field alongside the Quarry Bank has received a reminder and that the owner of the Village Farmhouse hedge alongside Three mile Lane has scheduled a cut.

### **Drainage**

Despite the installation of a new gully, drainage problems continue to plague a resident on Station Rd. I have spoken to Rob Steele, the resident and Tish about the situation. As the water was coming from the neighbouring field straight on to the property, it was County's opinion that it was a private matter. Fortunately, the resident spoke to the owner of the field who was happy to remedy the issue by closing the offending field drain and offered to repair the damage caused. County are considering the ongoing issue of field drainage.

### **Website**

The website has been pruned of redundant and out of date information.

### **Village Hall**

No update but the item will be on the agenda and an update will be given in our October meeting.

## **Planning Applications October 2022**

Currently no new applications

### **September 2022**

- [22/00768/ADV | Double sided unit to display bus information | The Huxley Leonard Laboratory Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BG \(newcastle-staffs.gov.uk\)](#). No objections. Pending
- [22/00773/ADV | Double sided unit to display bus information | Union Square Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BJ \(newcastle-staffs.gov.uk\)](#). No objections. Pending.

### **July 2022**

- [22/00589/FUL | Erection of timber gazebo, permeable base and path within curtilage of Newcastle Lodge | Newcastle Lodge Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5AU \(newcastle-staffs.gov.uk\)](#). I recommend 'no objection'. Pending consideration

### **June 2022**

- [21/00222/NMA | Application for a non-material amendment relating to planning permission 21/00222/FUL for the amendment to window pattern, curtain wall pattern, louvres added at ground and roof level, mechanical plant indicated at roof level and garage door omitted and replaced with double door | Keele University Science Park Keele Road Keele Newcastle-Under-Lyme Staffordshire ST5 5SP \(newcastle-staffs.gov.uk\)](#).
- Pending


### **Outstanding Land North of Pepper Street applications:**

- [Application for approval of details as required by condition 30 \(piling/any other foundation design using penetrative methods\) of planning application 13/00970/OUT for Residential development \(maximum of 100 dwellings\)](#) Pending Consideration
- [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 \(13/00970/OUT\) and the Deed of Variation dated 17 December 2019 \(ref. 21/00780/DOB\) as varied by the S106A decision dated 20 August 2020 \(ref. 20/00431/DOB\) and further varied by way of the S106A decision dated 17th September](#)


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

[2021 \(21/00780/DOB\). Ref. No: 22/00533/DOB | Validated: Wed 15 Jun 2022 | Status:](#)

Approved extension of date for commencement of work to March 2023

- [Application for approval of a scheme to manage the risk of flooding from overland flow of surface water on the proposed development is required by condition 29 of planning permission reference 13/00970/OUT for Residential development \(maximum of 100 dwellings\)](#) 

Pending

- [Application for approval of a flood risk assessment as required by condition 28 of planning permission reference 13/00970/OUT for Residential development \(maximum of 100 dwellings\)](#) 

Pending

## February 2022

- 22/00094/FUL | Removal of condition 21 (There shall be no impact piling undertaken in the construction of the development hereby permitted.) of planning permission 13/00970/OUT | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire. Letter of objection sent. Pending

## Boggs Cottages

- No further update

Application to build 200 houses in Baldwin's Gate. I will give an update in the meeting following next week's Planning Committee meeting.