

MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 19 July 2022 at 7.00pm at Keele Village Hall

Attendees: Parish Councillors: Mr G Bibby (GB Chair), Ms V Newman (VN), Ms W Naylor (WN), Mr A Rowe (AR), Ms S Hughes (SH), Ms T Wright (TW), Ms M Downing (MD), Mr T Arnold (TA), Ms C Cox (CC), Mr C Ashton (CA), Ms M Thomsen (MT), Borough Councillor Mr D Jones (DJ)

Parish Clerk – Ms D Powell (DP)

Present – Two members of the public were present.

104/22 Mr Martin Crutchley (MC) of Openreach, Rural Engagement

Mr Martin Crutchley attended the meeting to advise on the installation and rollout of premises of fibre Broadband in the Keele area and the timescales involved. The Government target is that everyone should have access to Next Generation Fibre Broadband by 2030 through Virgin and other third-party alternative networks.

The program involves the upgrade of Keele exchange by Openreach between April 2022 and April 2024 to try to obtain a minimum of 75% up to 90% of exchange coverage through the use of the copper telephone lines to take fibre to properties. The street name list is fluid until a survey of each street has been carried out to establish the cost implications of the challenges of delivery. The costs of installing fibre to each property is approximately £340.

The options include:

1. The commercial provision and investment involving delivery of fibre into areas with costs received each month from residents. There are challenges in remote locations which will be taken on a case-by-case basis between 2022 and 2024 to achieve 75%.
2. A secondary program is the Government Gigabit Procurement Program. Building Digital UK Funding is given to county councils for allocation and distribution of the funds.
3. Separate funding is available through a Fibre Community Partnership Program for the smaller specific properties making up the remaining 5-10% which will be opened up as lots. This is the public fibre program to reach the last 5-10% of the most costly houses in harder to reach areas. The costs involved are £1500 per property and £3500, if a business, with SCC topping up with £2500.

The specific details of the 75% will be looked into by the end of the year. Ducts are being checked to make sure they are in good order. If they have collapsed, road closures will have to be put in place to replace the duct as the fibre needs to be pulled through the duct to each property and there may be problems due to silting, water and gas works over the years.

With the community program and funding for those properties not part of the community program, the good news is that fibre will be delivered over the next five years.

The members of the public present raised queries and issues which Mr Crutchley was going to try to address separately.

MT raised the matter of the survey being based on existing routes, avoiding private land. MC agreed to look for opportunities to use other land and to add more properties and agreed that KPC would be involved in the process.

GB stated that the Secondary Gigabit Program was relatively small and that KPC would be looking for a committed area for Keele.

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MC agreed to look into the number of houses built to see if the connection could help those with a reduced service.

The meeting thanked Mr Crutchley for attending and delivering the presentation. Mr Crutchley left the meeting at 7.50pm

105/22 Public Open Forum

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

Two members of the public attended the meeting to observe the presentation by Mr Martin Crutchley to find out which areas would benefit from the fibre to premises and to ask questions.

106/22 To receive apologies - No apologies.

107/22 Declarations of Disclosable Pecuniary Interests - None

108/22 To note the draft minutes of the meeting held on 21 June 2022 and agree

To approve the minutes. **RESOLVED** to approve the Minutes.

109/22 Finance

- a. To approve payments/orders, receipts and transfers - **Appendix A RESOLVED** to approve. The meeting discussed the continuation of the Zoom subscription and the possibility of purchasing the appropriate equipment to effectively live stream meetings in the future.
- b. To note and approve the bank reconciliation – **Appendix B RESOLVED** to approve.
- c. To note and approve the budget report – **Appendix C RESOLVED** to approve.

110/22 Actions arising from the meeting held on 21 June 2022

- a. Letter to NBC requesting that the decision regarding the S15A be debated in council.
 - A response had not yet been received. DP to chase in three weeks.
- b. 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 request a permissive path had been sent to the Property Team at NBC. (WN/DP) WN to contact the Officer at SCC.
 - DP to chase Louise Beeby regarding the permissive path.
 - DP to send a Freedom of Information request to SCC to request copies of the documents.
- c. 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 having measured the footpath.
 - Rob Steele has formally submitted the request. Awaiting an update.
- d. Update on the Knights Templar x 2 sculptures. (WN/DP)
 - As time has passed since the original quote for the refurbishment was received from Achieve Training there has been an increase in costs of £270. **RESOLVED** that KPC would pay the extra costs of £270 for the refurbishment of the sculptures.
- e. Update for information only on the broadband issues Pepper Street/Quarry Bank Road.

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Martin Crutchley to be invited to the June meeting. (GB/SH/DP) Fibre to premises in Keele is scheduled over the next eighteen months. GB to write to Martin Crutchley to establish the exact area of Keele and whether Quarry Bank Road and Pepper Street were included in the fibre to premises.

- Item covered in Minute reference 104/22
- f. To provide an update on the tree planting initiative fund, community orchard and Keele conservation volunteers. Funding is arranged and the matter is in the hands of NBC. Update on the Community Orchard Plan, Britain in Bloom judges visit and the yew tree irrigation issues.
- The management plan has been acknowledged and will now be sent to NBC with the view that KPC will raise the funds to support the plan (WN).
 - The Britain in Bloom judges visit was successful. The judges were pleased to see the new planting of the Platinum Oaks.
- g. 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/DP)
- There has been no further update. AR contacted Zoe Byass who had received no further contact from Seddons regarding the outstanding issues. Seddons are not cutting all of the grass areas due to outstanding bills with the contractor.
- h. To approve quotes from Steve Hough removal/strimming of vegetation from under the hedges of Station Road, Keele Road and Three Mile Lane and weeding of the church wall.
- DP to follow up on the quotes.
- i. Update on the responsibility of the cutting of Quarry Bank Hedge
- There has been no update from Seddons regarding a solution whereby the hedge can be cut at the expense of residents but by a single contractor to prevent overgrowth onto the footpath and fence.
- j. Hedge on Pepper Street adjacent to exit of Quarry Bank
- Local residents cut the hedge last year. DP to follow up.
- k. Footpath from A525 to Lymes Road
- This matter has been dealt with.
- l. Website
- VN and DP to arrange a meeting to make amendments to the website.
- m. The Yew Tree
- The newsletter is ready for distribution over the next two weeks.
- n. New councillor gmail addresses
- Most of the councillor gmail addresses had been set up. The remainder will be set up.

111/22 Other matters

- a. Update on hedges, verges, highways, and footpaths.
 - See the Chair's report.
- b. Update on TRO and parking issues
 - No update. DP to follow up on the request for a sweep.
- c. Grass cutting, hedging, gutters, weed spraying contractors quotes and increase in the precept.
 - A resident had complained about the weeds in the gutters and the grass cutting and had suggested the Precept be increased. GB asked the Councillors about KPC taking on the grass cutting and whether this was worth discussing. The service provided by SCC is not working well. With high levels of inflation, it would be expensive to pay for grass cutting. GB asked the councillors whether they considered this to be an option. The councillors decided against KPC taking on the grass cutting.
 - The gutters and weed spraying are not being carried out well by SCC. The meeting discussed KPC undertaking a Spring spray of weeds. DJ stated that this would have to be carried out by a Highways approved contractor who held the appropriate licence. This matter is to be investigated with Rob Steele to source a professionally approved contractor to carry out a Spring 2023 spray of the gutters. Quotes to be obtained for Station Road, Keele Road, Three Mile Lane and the bridge over the A525.
- d. House of multiple occupation.
 - There may be a house of multiple occupancy in Westerdale Drive. No-one is there at present. Once there is evidence then this matter can be reported to the Planning Department.
- e. Data privacy assessment (TA)
 - The Data Privacy assessment was ratified.
- f. Summer House and Bird Bath in historic Park and gardens, obscured by outgrowth of vegetation.
 - The Summer House and Bird Bath are in disrepair. GB to draft a letter to Keele University Estates Department to request that the two historic assets be protected and restored. WN to make a Historic List application.
- g. Cleaning of road signs in Keele village.
 - Rob Steele has the list and there are no further updates.
- h. Possible suspension of the August meeting with delegated authority to Clerk and Chair
 - **RESOLVED** to suspend the August meeting and delegate authority to the Chair and Clerk.

112/22 To note (only) written reports circulated in advance:

- a. Chairman's report – as circulated
- b. County & Borough Councillors – no County Councillor was present.
Councillor Jones presented the follow update:
 - i. DJ sits on the Planning Committee which meets on the same evening as KPC

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therefore DJ's attendance may be sporadic. However, he plans to attend alternate meetings.

- ii. There have been a number of issues around green spaces not being cut. There are lots of small pieces of land and DJ is trying to find out the ownership from Aspire.
- iii. DJ is working with Aspire regarding the land owned on Quarry Bank to establish which land is associated with property. There are issues with pathways, flooding and the tarmac is in disrepair.
- iv. A large number of potholes have been reported including those on the roundabout to the University.
- v. There is a new Newcastle Policing Model. A new Area Commander gave a presentation which is neighbourhood focussed. DJ will invite the Area Commander to a KPC meeting.
- vi. Boggs Cottage appeal has been postponed as the Appellant tested positive for Covid.
- vii. A walk is being arranged with the Chief Executive of the Borough Council with a focus on the area at the top of Quarry Bank and Redheath plantation. DJ asked for focus areas in the Village for the walk.
- viii. Local Plan Consultation
There are two documents
 - Identify strategy and housing growth includes high level strategic plans on the number of houses. This was consulted on in Phase 1 and feeds into Phase 2.
 - Housing development involves the sites

The Local Plan will go to the Planning Inspectorate for approval for which there are a number of requirements including appropriate and decent consultation. A report was made to Cabinet today with crystalized responses of the outcome of three hundred responses to the plan. There were issues with the consultation. Councillors asked for in person events at Keele and Silverdale. Feedback from the consultation events was that it was not a consultation and that questions were not answered and there was a drive towards online responses. There was minimal engagement with the online consultation process. There were concerns over the wording relating to the Keele Golf Course question. The crystalized responses are not good. More scrutiny towards the Local Plan is being called for. The housing target needs to be revised to consider housing post-Covid, the census and individual localities. There is significant concern that developments will be pushed into areas where they are not needed and become student lets and not building the communities that the Local plan is meant to build.

113/22 General Data Protection Regulations (GDPR)

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

114/22 Keele Neighbourhood Plan (Standing Item)

There will be an update in September.

115/22 Borough Local Plan (Standing Item)

This item was covered earlier on the agenda.

116/22 Planning applications – to provide comments on the following:

[22/00589/FUL | Erection of timber gazebo, permeable base and path within curtilage of](#)

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[Newcastle Lodge | Newcastle Lodge Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire ST5 5AU \(newcastle-staffs.gov.uk\)](#) No objection

[22/00552/FUL | Demolition of existing sheds and replace with new double garage. Install solar PV to south elevation of roof and an air source heat pump to adjoin the west elevation of the main dwelling | The Meadows Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB \(newcastle-staffs.gov.uk\)](#)

117/22 To note the Staffordshire Parish Councils Association Bulletins and correspondence received. Appendix E Noted

118/22 Any Other Business for future agendas

Meeting closed at 9pm

Dates of next meetings: 20th September 2022, 18 October 2022, 15 November 2022

Appendix A – see below

**Keele Parish Council
Payment Schedule July 2022**

| Date | Ref | Details | Description | Net £ | VAT £ | Total amount £ |
|-------------|------------|---|--|---------------|--------------|-----------------------|
| 19/07/2022 | BACS | Mr G Bibby | Zoom reimbursement | 14.39 | 0.00 | 14.39 |
| 19/07/2022 | BACS | Access Irrigation Ltd | Yew tree system check | 130.00 | 26.00 | 156.00 |
| 19/07/2022 | BACS | Ms D Powell | Salary | 505.12 | 0.00 | 505.12 |
| 19/07/2022 | BACS | VAST | HMRC July 2022 | 35.60 | 0.00 | 35.60 |
| 12/07/2022 | Chq | HMRC | Class 1A NI contribution | 18.63 | 0.00 | 18.63 |
| 19/07/2022 | BACS | Ms D Powell | Expenses (MS Office, paper and mileage April, May, June) | 53.34 | 4.88 | 58.22 |
| 19/07/2022 | BACS | Staffordshire Parish Councils Association | Councillor fundamentals training course x 2 | 60.00 | 0.00 | 60.00 |
| 19/07/2022 | BACS | Keele SU Trading | Newsletter printing | 180.00 | 0.00 | 180.00 |
| | | Total | | 997.08 | 30.88 | 1027.96 |

Keele Parish Council Chair's Report: July 2022

Hedge and Veg

We have had our second grass cut on 12th July. I spoke to the sub-contractors who supported Simon Tagg's reply to me that the grass would be cut 6 times this year. The verges are very messy with a rough cut and lots of overlying 'hay'. The sub-contractors told me a dispute over health and safety had delayed this year's programme and that Keele was the last on the list to be cut. I have also written to Mary Anne Raftery (5th July), who Cllr Huckfield suggests is the officer in charge of such things. I have not received a reply and have sent her a reminder. I will continue to monitor cutting. We will discuss the possibility of taking grass cutting and weed spraying 'in-house' at our July meeting.

Other issues are on the agenda (edging and weed spraying)

Village Hall

A Hive system has been installed which allows remote management of the heating system.

I have inspected the 'tell-tales' attached to the annex of the Village Hall. One shows 5 mm movement over the last year. The surveyor has been contacted to inspect and comment.

Planning Applications

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'
- [22/00552/FUL | Demolition of existing sheds and replace with new double garage. Install solar PV to south elevation of roof and an air source heat pump to adjoin the west elevation of the main dwelling | The Meadows Finney Green Leycett Newcastle Under Lyme Staffordshire ST5 6AB \(newcastle-staffs.gov.uk\)](#) Tony is investigating and will make a recommendation

June 2022

- [22/00533/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 \(13/00970/OUT\) 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 2021 \(21/00780/DOB\). | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#)


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- Permit
- [22/00504/PLD | Application for certificate of lawful development for the use of property as residential care home \(Class C2\) for up to 3 children | 54 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH \(newcastle-staffs.gov.uk\)](#)
- Pending
- [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
- [22/00477/FUL | Single storey rear extension. | 41 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH \(newcastle-staffs.gov.uk\).](#)
- Pending
- [22/00478/TCA | work to silver birch on fence line - pruning and removal of ivy | Smithy House 4 Highway Lane Keele Newcastle Under Lyme Staffordshire ST5 5AN \(newcastle-staffs.gov.uk\)](#)

Approved

- [22/00372/FUL | Variation of condition 2 of planning permission 21/00681/FUL to amend the design for vinyl wrap to the elevations of the building and to include signage | William Smith Building Keele University Keele Newcastle Under Lyme Staffordshire ST5 5BG \(newcastle-staffs.gov.uk\)](#)
- Permit
- [22/00224/OUT | Two storey detached dwelling house to be constructed to Passivhaus standards. | 12 Highway Lane Keele Newcastle Under Lyme Staffordshire ST5 5AN \(newcastle-staffs.gov.uk\)](#)
- REFUSE. "The size of the proposed plot would not be commensurate with the size of plots in the surrounding area and as a result the development would appear cramped and shoe-horned within the site. The development would therefore have a detrimental impact upon the character of the Highway Lane streetscene and the visual amenities of the wider area."
- [21/00779/FUL | Proposed Single Storey Dwelling \(amended plan received\) | Red Heath House Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QJ \(newcastle-staffs.gov.uk\)](#)
- Pending


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

- [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 Materials & Hard Landscaping Plan as required by condition 4 of planning permission 21/00952/FUL](#) 

Permit

- [Application for approval of details of the boundary treatment as required by condition 7 of planning permission 21/00952/FUL](#) 

Permit

- [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

April 2022

- [21/01174/FUL | Proposed detached Summerhouse | 5 Cressing Place Keele Newcastle Under Lyme Staffordshire ST5 5FJ \(newcastle-staffs.gov.uk\) for comment by 21 April 2022. Advice received suggesting there were no issues](#), Permit

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
- 13/00970/CN24 | Application for approval of the Construction Traffic Management Plan as required by planning permission 13/00970/OUT - Residential development (maximum of 100 dwellings) | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire. Pending

Boggs Cottages

You will be aware the Public Inquiry was cancelled with less than 24 hours notice last week. The appellant had COVID and could not attend. I am working closely with residents who were very

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distressed that the situation remains unresolved. I understand this frustration is shared by the Borough. I intend to draft a letter to the Planning Inspectorate expressing our frustration and asking if there is any limit on how many times the Inquiry can be cancelled. On a rough count, it has now been cancelled at least 6 times.

Yew Tree

The Yew Tree has now been printed. Many thanks to all who contributed and to Tish for volunteering to arrange delivery to distributors.