

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

**Held on Friday 23 September 2022 at 7.00pm at Keele Village Hall**

Attendees: Parish Councillors: Ms V Newman (VN, Acting Chair), Ms W Naylor (WN), Mr A Rowe (AR), Ms S Hughes (SH), Ms M Downing (MD), Mr T Arnold (TA), Mr C Ashton (CA)  
Parish Clerk – Ms D Powell (DP)

### **119/22 Public Open Forum**

Speakers will be limited to 5 minutes each up to a total of 15 minutes.  
No members of the public were present.

**120/22 To receive apologies** - Mr G Bibby (GB Chair), Ms T Wright (TW), Ms C Cox (CC), Ms M Thomsen (MT).

**121/22 Declarations of Disclosable Pecuniary Interests** - None

**122/22 To note the draft minutes of the meeting held on 19 July 2022 and agree**

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

### **123/22 Finance**

- a. To approve payments/orders, receipts and transfers - **Appendix A RESOLVED** to approve the payments. **RESOLVED** to cancel the Zoom subscription.
- 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

### **124/22 Actions arising from the meeting held on 21 June 2022**

- a. To note the response from NBC regarding the S15a on Keele Golf Course.  
The response was noted.
- 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) DP to chase NBC regarding the request for a permissive path and to send a Freedom of Information request to SCC to request copies of the documents.  
DP to follow up on the FOI request.
- 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's formally submitted request.  
No further news. Item deferred.
- d. Update on the Knights Templar x 2 sculptures. (WN/DP)  
DP to request an extension to the contract with DET for a further 12 months.
- e. Update for information only on the broadband issues Pepper Street/Quarry Bank Road.  
Broadband issues are ongoing.

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

- f. 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.

The management plan has been sent to NBC, awaiting comment. The trees are being watered regularly and those that have died will be replaced by the tree provider. Dave Adams is hopeful of replacing the trees at the cemetery. The Yew tree is looking well and the next service is on 21 October 2022.

- 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)

Customer Care have responded to the queries. There is an issue with SCC relating to finishing off the roads and footpaths. AR to get in touch. Holly Mews carpark is being used for deliveries and needs to be resurfaced. GB to write.

- 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.

The quote was approved.

- i. Update on the responsibility of the cutting of Quarry Bank Hedge (Seddons)

The landowner had cut the hedge.

- j. Hedge on Pepper Street adjacent to exit of Quarry Bank

This had been done.

- k. Website updates

The website had been updated.

- l. 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.

Item deferred. GB to write. WN to make an application a Historic List application.

- m. Cleaning of road signs in Keele village. Awaiting reply from Rob Steele.

No further news.

- n. Grass cutting, hedging, gutters, weed spraying contractors quotes and increase in the precept.

See Chair's report.

## **125/22 Other matters**

- a. Update on hedges, verges, highways, and footpaths.  
See Chair's report
- b. Update on TRO and parking issues.  
Students return next week. Awaiting information from Rob Steele about the H bar by the field entrance.

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

- c. Village Hall update.
- The report had been circulated.
  - The building is shifting and it will cost £17,000 to underpin the Village Hall which will be funded out of Village Hall reserves.
  - The Committee had considered the request to place the Britain in Bloom goblet and certificates at the Village Hall and it was decided that a glass cabinet could be dangerous and the certificates were historic. Councillors **RESOLVED** to ask the Publicans' at the Sneyd Arms if they would be able to display the goblet and certificates.
  - A Christmas party is planned for 18 December 2022 which will follow the Carol service.
- d. To consider matters for the Budget 2023/24.  
Councillors were asked to consider the budget requirements for 2023/24.

**126/22 To note (only) written reports circulated in advance:**

- a. Chairman's report – as circulated.  
In addition, the Planning Inspector is considering the Boggs Cottage Appeal. KPC would support WPC in relating to the two hundred proposed houses in Baldwins Gate. Despite the NDP NBC are claiming that the policies are more than two years old and out of date.
- b. County & Borough Councillors – none present.

**127/22 General Data Protection Regulations (GDPR)**

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

**128/22 Keele Neighbourhood Plan (Standing Item)**

Policies will be sent to Gemma March by the end of October with a view to working towards Regulation 14.

**129/22 Borough Local Plan (Standing Item)**

This item is not yet on the Planning Committee agenda.

**130/22 Planning applications – to provide comments on the following:**

[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 objection

[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 objection

**131/22 To note the Staffordshire Parish Councils Association Bulletins and correspondence received. Appendix E Noted**

**132/22 Any Other Business for future agendas**

**Meeting closed at 8.10pm**

**Dates of next meetings:** 18 October 2022, 15 November 2022, 20 December 2022, 17 January 2023, 21 February 2023, 21 March 2023.

**Appendix A – see below**

**Keele Parish Council  
Payment Schedule August 2022**

<b>Date</b>	<b>Ref</b>	<b>Details</b>	<b>Description</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total amount £</b>
16/08/2022	BACS	Mr G Bibby	Zoom reimbursement	14.39	0.00	14.39
16/08/2022	BACS	Mr Steve Hough	Inspections of noticeboards. Grass cutting and strimming around the Yew tree.	120.00	0.00	120.00
16/08/2022	BACS	Ms D Powell	Salary	505.12	0.00	505.12
16/08/2022	BACS	VAST	HMRC month 5	35.60	0.00	35.60
16/08/2022	BACS	Ms D Powell	Expenses (MS Office and mileage July/August)	29.65	1.88	31.53
		<b>Total</b>		<b>704.76</b>	<b>1.88</b>	<b>706.64</b>

**Keele Parish Council  
Payment Schedule September 2022**

<b>Date</b>	<b>Ref</b>	<b>Details</b>	<b>Description</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total amount £</b>
23.09.22	BACS	Mr G Bibby	Zoom reimbursement	14.39	0.00	14.39
23.09.22	BACS	Mr Steve Hough	Inspections of noticeboards. Grass cutting and strimming around the Yew tree.	120.00	0.00	120.00
23.09.22	BACS	Newcastle under Lyme Borough Council	Recharge of uncontested Parish election fee	100.00	0.00	100.00
23.09.22	BACS	Mr T Addis (Redoko)	Memorial page for the website	30.00	0.00	30.00
23.09.22	BACS	Salary	September 2022	505.12	0.00	505.12
23.09.22	BACS	VAST	HMRC month 6. Payroll charges July to September 2022	55.60	4.00	59.60
23.09.22	BACS	Office Expenses	Expenses (MS Office and mileage and stationery)	38.44	1.88	40.33
		<b>Total</b>		<b>863.55</b>	<b>5.88</b>	<b>869.44</b>

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

### Grass Cutting

Despite a poor start to the grass cutting this year, verges have been cut on monthly basis over the summer. This has resulted in an improvement of their unacceptably messy condition after the first cut. We are reluctantly pursuing the possibility of receiving delegated funding from the County to allow Keele Parish Council to cut at least some of the verges in future.

## Hedge and Veg

(From the bulletin) We are now in hedge cutting season and will be working with owners and tenants to ensure that all hedges are cut prior to the winter. On last inspection, many hedges have already been cut and footways remain accessible. The footway alongside Pepper Street to the A525 is a particular problem as it is very narrow. We are working with County who are investigating solutions to this problem. A special thanks to Andrew Hampton, who farms a number of our fields, for cutting the hedges on both sides of Quarry Bank Road and cutting back the woodland at the top of Quarry Bank which was obstructing the footpath.

This year's weed spraying by County was either ineffective or absent. We have notified County of this and are awaiting a reply. Irrespectively, we have commissioned a late weed spray from our contractor and will, in future, carry out our own spring spray of gutters and kerbs. The contractor will also be tidying up overhanging vegetation along the church wall, doing some limited siding by the business centre, on Pepper St opposite Quarry Bank and by the entrance to the Hawthorns. We will also be looking at 'siding' Keele Road and Station Road next year.

The path over the A525 is currently impassable in places because of the outgrowth of vegetation. The amount of work required is substantial and beyond the budget of the Parish. The path is on SCC land. When they installed the path, they undertook to maintain it. We have contacted the County and requested that they take remedial action.

(In addition) Mr Abbotts has been reminded that the hedges and weeds at the war memorial now need attending to

## Website

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

## Village Hall

Report circulated by Tish Wright and on the agenda for comment

## Planning 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
- [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

### 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 \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk). I recommend 'no objection.'

Pending consideration

- [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 \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk) Permitted

## June 2022

- [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 \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk)
- Permit
- [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 \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk)
- Pending
- [22/00477/FUL | Single storey rear extension. | 41 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk)
- Permit
- [21/00779/FUL | Proposed Single Storey Dwelling \(amended plan received\) | Red Heath House Pepper Street Keele Newcastle Under Lyme Staffordshire ST5 6QJ \(newcastle-staffs.gov.uk\)](http://newcastle-staffs.gov.uk)
- Permit
- **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 twenty-nine of planning permission reference 13/00970/OUT for Residential development \(maximum of one hundred dwellings\) !\[\]\(9bf097d682561b2ffd12d57a40ca73b1\_img.jpg\)](http://newcastle-staffs.gov.uk)

Pending

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

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

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
- 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. Permit

## **Boggs Cottages**

I attended the Public Inquiry on September 7<sup>th</sup> at Castle House. The matter is now under consideration by the Planning Inspector. It is not appropriate that I comment further in writing.