MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 17 January 2023 at 7.00pm at Keele Village Hall

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

Parish Clerk – Ms D Powell (DP)

No members of the public were present.

1/23 Public Open Forum

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

A PCSO attended the meeting to report on the following:

- There was nothing significant to report between 17 December 2022 and 17 January 2023.
- There had been two thefts from Keele Hall at an event and the matter had been dealt with by the Police.
- Anti-social behaviour involving motorbikes had been reported on Keele Golf Course by Silverdale residents and was a matter for Silverdale Officers.
- There had been a theft of a catalytic convertor at Keele University Campus.
- Staffordshire Smart is up and running to send out alerts and scams. Councillors were invited to sign up for alerts.
- PCSOs are having more involvement in communities following lockdown. Response
 Officers are now based at local Police stations having been moved out of Hanley
 Police Station. This is giving a better Police presence in neighbourhoods and more
 night time coverage.
- The parking on the main road in Keele had improved. Police had been placing notices on parked vehicles in the Golf Course pull in areas. The yellow lines were discussed.
- MT raised the issue of anti-social behaviour, thefts, wild camping and fires in the
 forest on Campus and whether these were Campus Security or Police matters. It was
 confirmed that these were Police matters. It was reported that Campus Security and
 Student Services were working well together on Campus.
- The new chief Inspector has made a commitment for officers to attend parish council meetings.

2/23 To receive apologies

Apologies were received from Mr C Ashton (CA),

3/23 Declarations of Disclosable Pecuniary Interests - none

4/23 To note the draft minutes of the meeting held on 15 November 2022 and agree

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

5/23 Finance

- To approve payments/orders, receipts and transfers Appendix A RESOLVED to approve the payments.
- To note and approve the bank reconciliation Appendix B
 RESOLVED to approve the bank reconciliation.
- c. To note and approve the budget report 2022/23— **Appendix C**The Clerk presented the budget report for 2022/23. It was **RESOLVED** to approve the

budget report.

d. To approve the Budget for 2023/24. The Clerk presented the revised draft budget for 2023/24 including the reallocation of budgets as discussed at the meeting in November 2022. It was **RESOLVED** to approve the budget for 2023/24.

e. To approve the Precept 2023/24
It was **RESOLVED** to approve the Precept in line with assuming Council Tax is to increase by 1.99% and request a Precept of £16,412 from the Borough Council.

6/23 Actions arising from the meeting held on 15 November 2023

- 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 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. DP to escalate to John Tideswell at SCC and DJ to address with Martin Hamilton. No further update.
- 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 further update.
- Update on the Knights Templar x 2 sculptures. (WN/DP) DP to contact Staffordshire
 University to enquire if the engineering students are able to assist.
 No response had been received from Staffordshire University. WN and DP to approach
 Staffordshire County Council for a list of contractors they use on projects.
- d. Update for information only on the broadband issues Pepper Street/Quarry Bank Road. No update.
- 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. GB proposes that KPC take on the maintenance of the Community Orchard.

The matter was discussed. WN had submitted an application to the Climate Change Fund for twenty trees in the cemetery. A bank account for the Conservation Volunteers had been set up with Lloyds Bank. The community orchard had not been tidied up and there had been no response from NBC. GB proposed that VN draft a letter to NBC notifying them that KPC intend to take on the maintenance of the orchard and to include a maintenance plan. KPC would let the cemetery office know when maintenance would be taking place on site. Steve Hough would be invited to take on the maintenance work of the orchard and the payments would be made by KPC. This was **RESOLVED**. There had been no further irrigation issues with the Yew tree.

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)

There continues to be a disagreement between Seddon Homes and SCC regarding the road surfaces. The School carpark belongs to the residents of The Hawthorns. Some cars have been driven over the island in front of the School. AR had spoken to the Headteacher and this matter would be raised in the School newsletter. The dry-stone wall had been patched up. New fencing had been added. The green had been taken over by Trinity. A Management Committee is to be formed by Trinity. The bins are to be emptied by Trinity. All properties are finished. The flats are not yet sold.

- g. Cleaning of road signs in Keele village. Awaiting reply from Rob Steele. GB to communicate with RS to see if KPC could arrange for the signs to be cleaned. Awaiting a reply from Rob Steele and once received Steve Hough will be asked to clean the signs.
- h. Parking in the visibility splay to send a letter to Cllr Huckfield and to the Portfolio Holder for Highways. GB had written to David Greatbatch. VN to photograph parking in the visibility splay.

This has been reported the Chair's report. VN had taken photographs. The situation had improved. If this deteriorates then VN will report to 101.

7/23 Other matters

a. Update on hedges, verges, highways, and footpaths.

The hedges on Pepper Street had been cut back to the lampposts.

The footpath from the cottage to the parking area is owned by Keele Homes. This is a narrow piece of road. DP to write to Keele Homes to point out that the footpath immediately adjacent to Quarry bank and Pepper street needs to be cut before the growing season. WN to send a photograph to DP.

Steve Hough is to be asked to provide a quote for gutter spraying the vegetation on the footpath along the A525.

The 30mph sign had been restored. The restoration of the speed bumps is pending. Pepper street is to be sided in the warmer months and a view will be taken on Station Road, Keele Road and Three Mile Lane.

- b. Update on TRO and parking issues.
 - This matter was covered earlier on the agenda.
- c. Closure of the Post Office.
 - The Post Office had closed. The University continues to negotiate to have a Post Office reinstalled on Campus.
- d. Celebration of the 850th granting of the Royal Charter to the Borough. VN to contact Robin Studd regarding a lecture on the Church window. KPC happy to work with St John's School to arrange an open day viewing of the window and a lecture on the window. To also include a tour of the historic graveyard. DP to write to NBC to confirm that KPC will liaise with the Church and local experts to arrange a Church open day. GB to circulate and publicise the events.
- e. Dark places on the University Campus.

 There are poorly lit areas on Campus. There have been thefts from cars and garages and there are concerns over physical safety. MT to draft a letter and to condition to CR for DR

there are concerns over physical safety. MT to draft a letter and to send this to GB for DP to submit to the University.

8/23 To note (only) written reports circulated in advance:

- a. Chairman's report as circulated.
- b. County & Borough Councillors no one present.

9/23 General Data Protection Regulations (GDRP)

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder). None.

10/23 Keele Neighbourhood Plan (Standing Item)

The Policy document had been submitted to the Planning department prior to Regulation 14 consultation. A meeting has been requested with NBC to discuss the Policy Document.

11/23 Village Hall update (Standing Item)

The Village Hall Committee met on 19 January 2023. Diane Smith reported that the Christmas event had been a success. The cost had been £300. The Christmas fare at St John's had been a success.

The Village Hall insurance had been renewed.

Broadband issues had been resolved.

The gas supplier had taken too much money which has been refunded.

There had been no further movement in the gable end. Quotes are being requested from builders.

The current account balance is £608, and the saving account balance is £36,306.

Diane Smith is resigning as Chair of the Village Hall Committee in May 2023. The Treasurer is also resigning, and a member of the Committee is stepping down. GB will publicise the Village Hall Committee vacancies in the Bulletin and will ask the school to advertise the vacancies in the newsletter. GB thanked members of the Committee.

GB informed the Meeting that he would be stepping down as Chair of the Parish Council in May 2023 and will remain on the Parish Council.

12/23 Borough Local Plan (Standing Item)- no update

13/23 Planning applications – to provide comments on the following:

21/00952/CN08 | Application for approval of details of a Locally Equipped Play Area as required by condition 08 of planning permission reference 21/00952/FUL (Variation of condition of 18/00262/REM, residential development up to 100 no. dwellings) | Land North of Pepper Street Keele Newcastle Under Lyme Staffordshire (newcastle-staffs.gov.uk) This was covered in the Chair's report and there were no comments.

14/23 To note the Staffordshire Parish Councils Association Bulletins and correspondence received. - noted

15/23 Any Other Business for future agendas

To consider a request from a resident about the possibility of funding a Speed Indicator Sign on the A525.

Meeting closed at 8.56pm

Date of future meetings:

21 February 2023, 21 March 2023, 18 April 2023, 16 May 2023.

Keele Parish Council Payment Schedule December 2022

						Total
Date	Ref	Details	Description	Net £	VAT £	amount £
15.12.22	BACS	Salary	December 2022	536.32	0.00	536.32
15.12.22	BACS	VAST	HMRC month 9	63.40	4.00	67.40
			Expenses (MS Office and			
15.12.22	BACS	Office Expenses	mileage)	16.15	1.88	18.03
			SSL certificate for KPC website,			
15.12.22	BACS	Mr T L Addis	updates to Wordpress	59.92	0.00	59.92
		Total		675.79	5.88	681.67

Keele Parish Council Payment Schedule January 2023

						Total
Date	Ref	Details	Description	Net £	VAT £	amount £
17.01.23	BACS	Thomas Addis (Redoko)	Website hosting	60.00	0.00	60.00
			Noticeboard inspections			
17.01.23	BACS	Steve Hough	(November and December 2022)	120.00	0.00	120.00
17.01.23	BACS	Salary	January 2023	536.32	0.00	536.32
17.01.23	BACS	VAST	HMRC month 10	43.40	0.00	43.40
17.01.23	BACS	Office Expenses	Expenses (MS Office)	9.40	1.88	11.28
17.01.23	BACS	Stuart Abbotts	Hedge cutting, grass cutting and weed spraying around the church	295.00	0.00	295.00
		Total		1064.12	1.88	1066.00

Keele Parish Council Chair's Report: January 2022

Meeting with Clerk

Val and I met with the Clerk by Zoom last week and agreed to recommend option C from NBC with regard to next year's precept. This is a 1.99% increase in line with the increase in Council Tax. We will discuss in our meeting 17th January.

We looked at a draft budget for 2023 and approved for discussion at our meeting on Tuesday 17th January.

There has been no response yet from Staffordshire university with regard taking on the painting of the sculptures, Debra is chasing this. We will discuss alternatives in our meeting 17th Jan.

The Clerk has submitted our Neighbourhood Plan policy document to NBC for consideration for reg 14 consultation. Jemma March is no-longer in post, we are seeking a meeting with whoever now has responsibility for Neighbourhood Plans. Once we have a date, details will be circulated to Parish Councillors. It is anticipated we will meet by Zoom.

Grass Cutting

A 6th cut was done at the beginning of November. Unfortunately, the contractor took heavy machinery onto wet ground and churned up the verge, the bottom of Church Bank was particularly bad. The issue has been reported to Rob Steele. I am waiting to here from County regarding any possible 'pay back' from them to allow us to take on some of the cutting.

Hedge, Veg and Highways

The hedge along Pepper Street, towards the A525 has been cut back to the lamp posts. This stretch will be sided in the spring. We are also getting quotes for siding on other roads in the Parish. I will review the condition of footways in the early spring.

Steve Hough has been asked to quote for gutter weed spraying in the parish, inc. 'old' Station Road. Spraying will need to wait for the start of the growing season. He has also been asked for a quote to cut back vegetation on the steps across the A525 and resort the 30 mph sign at Station Road's entrance to the Village.

I spoke to Derrick Huckfield about drainage investigations for the low point of The Village, further

TPO's at the entrance to Keele Road from the A525 and the restoration of the footpath across the A525. He asked me to write to Rob Steele and David Greatbatch requesting they ut these items on the agenda for their next meeting with him. This I did.

The sign approaching the entrance to Keele Rd from the A525 has been cleaned by county. I have yet to have permission from County for us to clean the other signs in the Parish.

The restoration of the speed bumps on Quarry Bank Road is still pending following notification from Rob Steele that the work had been scheduled.

Hawthorns

The latest communication form Seddon's Steve Jones was:

"I have been liaising with Richard our groundworker contractor to provide any outstanding information to Staffordshire Highways. This should be provided early in the new year and help to progress the final surfacing.

Street lighting report has been completed by Staffordshire. Remedial works required which will be passed onto our contractor to rectify. Nothing major."

VAS on A525: request from resident.

I have circulated another mail from a resident of house of the A525 that we install a Vehicle Activated Sign to slow the speed of traffic. I also circulated my reply. We will discuss in our February meeting.

Post Office

Martin's and the Post Office on campus is now closed on campus. I am in communication with the University who are investigating restoring provision. I am liaising with them.

Commemorative Lyme Forest on Old Golf Course

Following consultation with Parish Councillors be email, I submitted the following in response to the consultation.

"Firstly, I am concerned that it was beyond the capacity of the Borough to bring this proposal and the associated consultation to the attention of either Keele or Silverdale Parish Council. Secondly, given the undisclosed but extant plans for housing development on the site of the old Golf Course, this proposal would seem to be premature. Whilst the Borough might judge that development is not planned for this area, the public do not have the luxury of making this judgement and thus assessing the appropriateness and sustainability of such a planting. How might the additional trees impact on any proposed development or visa versa, the development impact upon the trees? Has any assessment of sustainable planting density been made and the suitability of the sites for planting saplings of the type proposed? Has an environmental impact assessment been conducted with regard to the impact on existing ecosystems in the part of the site? What plans are there to look after the newly planted trees and, in the absence of grounds staff on the Golf Course, for their ongoing care? We also note that the planting is in the existing tree belt between the Golf Course and Parksite. Why has this area been chosen and are there ulterior motives which pertain to undisclosed plans for development?

Whilst we recognise the capacity of new tree planting to act as a carbon sink, we also note the substantial number of mature trees on the Golf Course. The stated aim of establishing carbon capture woodland only makes sense when new plantings are considered alongside the protection of existing woodland and green areas. As the scheme is not set within a holistic plan for the development of the Golf Course, makes it impossible to determine its impact on net carbon capture for this site. This supports our assertion that the proposal is premature and best considered once the intention of the Local Plan for this site is in the public domain,

We are also concerned that the majority of the planting will offer no access to the public. Whilst there are two entrances marked on the plan, only one of the corresponds to a current public right of way, which leads past the margin of a short section of the proposed woodland planting. The plans also show a 'track' through the woodland planting and an entrance to Silverdale. This is not a current right of way, Indeed the Borough's own deposition under section A(1) of the Commons Act (2006) makes clear that the public are not welcome on the Golf Course. What are the plans for public access to an initiative for which they will be paying?

I would also note that the consultation questionnaire is poorly designed. Question 3 is 'required': Which of the listed tree species do you consider most suited to the site. No option is given for 'none of the above' and yet question 1 allows respondents to oppose tree planting on the site. Necessarily, respondents opposing tree planting are then require to say which trees they think most suitable for planting which is a logical contradiction.

In our opinion the proposed scheme risks wasting significant amounts of public money. The consultation process has been poorly planned and unpublicised, and the plans are difficult to comment on without a better understanding of the Boroughs ambitions for the rest of the site. We cannot support this poorly publicised, poorly researched and ill-thought-out proposal at this time. We

urge that its consideration be postponed until further research has been done and the proposal can be considered in the context of wider plans for the Golf Course. At such a time, we strongly urge that Keele and Silverdale parish councils be involved from the very beginning of the process. At the minimum, the parish councils should be informed when any consultation involving their parishes is launched. This was not the case in launching this consultation, we discovered it in a Council post on Facebook on the 28th November, just 7 days prior to the deadline for responding."

Planning Applications December 2023

 Application for approval of details of a Locally Equipped Play Area as required by condition

08 of planning permission reference 21/00952/FUL (Variation of condition of 18/00262/REM, residential development up to 100 no. dwellings) ■

Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire. I have reviewed the documentation and have no comment

Ref. No: 21/00952/CN08 | Validated: Mon 19 Dec 2022 | Status: Pending Consideration

• 1 x Sycamore tree crown lift to 4m by removing 8 secondary branches of approx 2inches in diameter. Work designed to improve levels of light to garden below and maintain reasonable space below canopy. Shorten approx 7 secondary 1-2 inche diameter branches that are extending over the boundary fence to number 41. Works designed to maintain the size of tree in relation to garden and to stop unreasonable encroachment onto neighbours property. Reduce upper canopy of tree by approx 1.5m. Works designed to re-shape / balance canopy and maintain size of tree in relation to garden.

43 Westerdale Drive Keele Newcastle Under Lyme Staffordshire ST5 5FH.

Ref. No: 22/01058/TWA | Validated: Mon 12 Dec 2022 | Status: Pending Consideration. I am happy to leave the decision to the Tree Officer at NBC

 Proposed access pathway to the existing side entrance, including new canopy over entrance doors

Lennard-Jones Building Keele University Keele Newcastle Under Lyme Staffordshire

Ref. No: 22/01004/FUL | Validated: Fri 25 Nov 2022 | Status: Pending Consideration. I have no objections

 Application for approval of a landscaping sheeme as required by condition 5 of planning permission 21/00222/FUL

Keele University Science Park Keele Road Keele Newcastle Under Lyme Staffordshire ST5 5SP

Ref. No: 21/00222/CN05 | Validated: Mon 21 Nov 2022 | Status: Pending Consideration. I have no objections

 Application for approval of secure weatherproof cycle parking as required by condition 8 of planning permission 21/00222/FUL ₱

Keele University Science Park Keele Road Keele Newcastle Under Lyme Staffordshire ST5 5SP

Ref. No: 21/00222/CN08 | Validated: Mon 21 Nov 2022 | Status: Pending Consideration. I have no objections

Application for approval of details of the depth of dig, foundations, and
 excavation/earthworks associated with the construction of such dwellings and their
 accesses as required by condition 06 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

Ref. No: 21/00952/CN06 | Validated: Mon 14 Nov 2022 | Status: Pending Consideration. This a a technical application, I have no comment but am happy to receive comment from Councillors.

Application for certificate of lawful development for the use of property as care
home (Class C2) by not more than three children between the ages of 5 and 18 years
where care is provided by up to three non-resident members of staff, as detailed
further in the application made to the Local Planning Authority.

54 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH

Ref. No: 22/00963/PLD | Validated: Fri 11 Nov 2022 | Status: Pending Consideration. I have no objections

November 2022

Application for approval of details of the private parking and vehicle surface materials as
required by condition 25 of planning permission reference 13/00970/OUT for Residential
development (maximum of 100 dwellings)

Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire

Ref. No: 13/00970/CN25 | Validated: Fri 04 Nov 2022 | Status: Still pending Consideration

 Application for approval of details of the location of the pedestrian/cycle link as required by condition 05 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

Ref. No: 21/00952/CN05 | Validated: Fri 04 Nov 2022 | Status: Still pending Consideration

October 2022

 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. Discussed in last meeting, no objections received

Ref. No: 21/00952/2CN09 | Validated: Mon 26 Sep 2022 | Status: Pending Consideration

 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

Ref. No: 21/00952/CN11 | Validated: Mon 26 Sep 2022 | Status: Pending Consideration. Discussed in last meeting, no objections received, still pending.

 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. Still pending Ref. No: 21/00952/CN12 | Validated: Mon 26 Sep 2022 | Status: Pending Consideration. Discussed in last meeting, no objections received

 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)

Discussed in last meeting, no objections received. Still pending.

June 2022

- 21/00222/NMA | Application for a non-material amendment relating to planning permision 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-UnderLyme Staffordshire ST5 5SP (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 a flood risk assessment as required by condition 28 of planning permission reference 13/00970/OUT for Residential development (maximum of 100 dwellings)

Pending

Boggs Cottages

The Planning Inspectorate found in favour of the appellants. The decision is as follows

- 1. The site shall not be occupied other than by the appellants, and their dependants. When the premises cease to be occupied those named above, the use hereby permitted shall cease and all caravans, buildings, structures, materials and equipment brought on to the land, or works undertaken to it in connection with the use, shall be removed and the land restored to its condition agreed in writing by the local planning authority in accordance with condition 3 below.
- 2. Within two months of this Decision, the existing double garage on the site shall be completely demolished and any resultant debris/materials removed from the land.
- 3. Within three months of this Decision, a development scheme shall be submitted to
 the local planning authority. The scheme shall include details of the size, position and
 construction of a drainage scheme, provisions for facilities for water and sewerage,
 and the provision of parking spaces. The scheme thereby approved shall be
 implemented and thereafter maintained in
- accordance with approved details.
- 4. Within three months of the date of this decision, a scheme to restore the land to its condition before the development took place (or such other restoration as agreed in writing by the local planning authority) at the end of the period that the site is occupied by those permitted to do so, shall be submitted in writing to the local planning authority. These details shall include an implementation programme. The restoration works shall be carried out in accordance with the details approved by the local planning authority.

• 5. There shall be no more than one pitch on the site and on this pitch no more than two (2) caravans, as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968 as amended (of which nomore than one (1) shall be a static caravan) shall be stationed on the site

· at any time.

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- 6. No commercial vehicle shall be kept on the land. Appeal Decision
- APP/P3420/C/18/3218107 https://www.gov.uk/planning-inspectorate 12
- 7. No commercial activities shall take place on the land, including the storage of materials.
- The matter of enforcement of the conditions will be brought to this month's meeting of the Planning Committee by Keele's Borough Councillor: Dave Jones.