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MINUTES OF THE KEELE PARISH COUNCIL MEETING

Held on Tuesday 21 February 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 M Thomsen (MT), Mr T Arnold (TA), Ms C Cox (CC), Ms W Naylon (WN), Mr C Ashton (CA).

Parish Clerk – Ms D Powell (DP)

Three members of the public were present.

16/23 Public Open Forum

Speakers will be limited to 5 minutes each up to a total of 15 minutes. It was **RESOLVED** that items 11 and 7c be brought forward on the agenda. Those discussions were held as items 19/23 and 20/23.

17/23 To receive apologies.

Apologies were received from Mr D Jones (DJ), Ms T Wright (TW) and PCSO G Crank.

18/23 Declarations of Disclosable Pecuniary Interests

WN declared an interest in item 21/23.

19/23 Village Hall update (Standing Item)

- a. Ms D Smith (DS) and a member of the Committee to attend the meeting to provide a report to KPC. This item was brought forward on the agenda.
 - a. DS is stepping down as the Chair of the Committee in May 2023. The Treasurer is also stepping down. No candidates had come forward from the Village Hall Committee (VHC) or from within the users of the Village Hall. The VHC plan to work with the Parish Council to keep the Hall running.
 - b. Two quotes had been received from respectable builders regarding the underpinning of the wall. The quotes were for £11,549 and £15,420. An additional £1260 would be added to cover the charge of the building surveyor to oversee the work. The lower quote included work to replace the window and tiling. The VHC has funds and DS would like to make a bid for Lottery funding. One contractor can start in one month and the other in June 2023. It was **RESOLVED** that the VHC should appoint the building contractor.
 - c. A Charitable Incorporated Organisation proposal had been looked into. The Governance document had been reviewed as this was previously drawn up in the 1950s and was set up as a simple committee to run the Village Hall. A Committee member reviewed model constitutions available through Support Staffordshire, The Charity Commission and the Rural Community Network. One model had been chosen. DS informed the meeting that the key things are to report to the Parish Council and the changes to the Chair and Treasurer, as they may want to have an input into the future constitution. Legal costs amount to £2000 and for Support Staffordshire to help with the model, it would cost approximately £500. The costs are to be covered by the VHC. For the above reasons DS had brought the matter to the Parish Council meeting. The sense was to pause and wait for the new appointments of the Chair and Treasurer. Support Staffordshire has stated that the CIO could take five months to go through. WN advised that a constitution would limit the liabilities of Trustees and GB added that under a CIO liabilities would be defined and limited. Trustees' liabilities are showing on the Charity Commission website. It was **RESOLVED** that the CIO be delayed until a new Chair and Treasurer are in position. This was carried by majority vote. Budget decisions

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were delegated to the VHC. It was stated that is no-one comes forward for the positions then the management of the Village Hall would fall to the Parish Council. Information on the positions is to be included in more bulletins. CA will ask residents of the Hawthorns. GB thanked DS and members of the VHC for taking the Village Hall through the pandemic and continuing to provide services. DS and the member of the VHC left the meeting at 7.25pm.

20/23 To consider a request from a resident about the possibility of funding a Speed Indicator Sign on the A525. This item 7c was brought forward on the agenda.

A member of the public, who lives just outside the Parish, attended the meeting to discuss the issue of speeding traffic on the A525. The possibility of installing a speed indicator sign or extending the speed limit to 30mph throughout that length of road was discussed. GB advised the member of the public to raise a petition for the extension of the 30mph speed limit. DP to ask the Clerk at Betley regarding the costs of the speed indicator signs attached to lamp posts in Betley. The member of the public left the meeting at 7.40pm.

21/23 To note the draft minutes of the meeting held on 17 January 2023 and agree.

a. To approve the minutes. It was **RESOLVED** to approve the minutes which were signed by the Chair at the end of the meeting.

22/23 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
 RESOLVED to approve the budget report.
 It was RESOLVED to ask Mr S Hough to clean the bus shelters and noticeboards.

23/23 Actions arising from the meeting held on 17 January 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 Tradewell at SCC and DJ to address with Martin Hamilton.
 - A response had been received from Mr Tradewell and the matter had been followed up. An email was received from the Information Asset Officer who was looking into the matter.
- 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 update. GB to chase.
- c. Update on the Knights Templar x 2 sculptures. (WN/DP) WN and DP to approach Staffordshire County Council for a list of contractors they use on projects. Two contactors had been approached for a quote.
- d. Update for information only on the broadband issues Pepper Street/Quarry Bank Road.

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TW had informed the Chair that fibre to premises had been installed on Station Road.

e. To provide an update on the tree planting initiative fund, community orchard and Keele conservation volunteers. GB proposes that KPC take on the maintenance of the Community Orchard. VN to draft a letter to NBC notifying them that KPC intend to take on the maintenance of the orchard and to include a maintenance plan.

This matter is pending. VN and WN are to meet.

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. (AR)

A tree had died on Westerfield Drive. Contractors who had visited to chop down the tree had driven over the yellow paths. AR had written to Aaron Bell. The yellow paths are to be sorted out when the roads are finished. The estate is not yet signed off. AR has volunteers for the management committee. The wall has been repaired. AR is pursuing the matter of car parking on double yellow lines by the school. Parents are driving over the verge and also through a no entry. AR is chasing up signs with Trinity and looking into the installation of bollards around the verges.

- 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. It was **RESOLVED** for Mr S Hough to clean the road 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.
 No update had been received.
- Poorly lit place on the University Campus.
 MT to draft a letter and to send this to GB for DP to submit to the University.
 This matter is pending.
- j. Celebration of the 850th granting of the Royal Charter to the Borough. VN has contacted RS regarding a lecture on the Church window. KPC happy to work with St John's Church 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.

KPC is liaising with the church and local experts regarding an open day. GB to work with St John's School on the celebration of the 850th anniversary.

24/23 Other matters

- a. Update on hedges, verges, highways, and footpaths.
 See Chair's report. In addition, NBC has swept the footpaths. The footpath along Pepper Street where it joins Quarry Bank needs siding and is to be commissioned as soon as possible. DP to ask NBC if Pepper Street is on the sweeping schedule.
- Update on TRO and parking issues.
 VN reported that vehicles are being parked outside the Sneyd Arms where there are no double yellow lines.
- c. To consider a request from a resident about the possibility of funding a Speed Indicator Sign on the A525.
 - This matter was covered earlier in the agenda at item reference 20/23

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25/23 To note (only) written reports circulated in advance:

- a. Chairman's report. As circulated and attached to the minutes.
- b. County & Borough Councillors. Mr D Jones' Borough report had been circulated and is attached to the minutes.

26/23 General Data Protection Regulations (GDRP)

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

27/23 Keele Neighbourhood Plan (Standing Item)

Progress is being made and meetings had been held with NBC Planning Policy Officers. The Plan will be brought before full council for approval before it goes to Regulation 14. As previously advised GB plans to step down as Chair in May and has offered to continue to work with DP on the NDP.

28/23 Borough Local Plan (Standing Item)

No further update. The consultation is due in the Spring.

29/23 Village Hall update (Standing Item)

a. Ms D Smith and a member of the committee to attend the meeting to provide a report to KPC. This matter was covered earlier in the meeting at item reference 19/23.

30/23 Planning applications – to provide comments on the following:

23/00055/FUL | Proposed second storey side extension & single storey rear extension | 5 Cressing Place Keele Newcastle Under Lyme Staffordshire ST5 5FJ (newcastle-staffs.gov.uk) The Chair had prepared a response which had been circulated in the Chair's report. It was **RESOLVED** by majority vote to submit the objection and comments to NBC.

31/23 To note the Staffordshire Parish Councils Association Bulletins and correspondence received. Noted.

32/23 Any Other Business for future agendas

Meeting closed at 8.38pm Date of future meetings:

21 March 2023, 18 April 2023, 16 May 2023, 20 June 2023.

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Appendix A

Keele Parish Council Payment Schedule February 2023

						Total
Date	Ref	Details	Description	Net £	VAT £	amount £
			Noticeboard inspections			
21.02.23	BACS	Steve Hough	(January 2023)	60.00	0.00	60.00
			St Johns Church Clock (service			
21.02.23	BACS	Smith of Derby Ltd	visit)	269.00	53.80	322.80
21.02.23	BACS	Salary	February 2023	536.32	0.00	536.32
21.02.23	BACS	VAST	HMRC month 11	43.40	0.00	43.40
21.02.23	BACS	Wenslie Naylon	Litterpicking contract	149.63	0.00	149.63
21.02.23	BACS	Office Expenses	Expenses (MS Office)	16.15	1.88	18.03
		Total		1074.50	55.68	1130.18

Keele Parish Council Chair's Report: February 2023

Neighbourhood Plan; meeting with Newcastle Planning Department

Debra and I met with Newcastle Borough Planning Department by Zoom on Thursday 2nd February to discuss the revisions made to discuss our policy document following revisions agreed following our meeting with Jemma March earlier last year. The comments of Jenny Perkins, now in charge of NDP's are circulated with this report. It was a productive meeting and our Clerk has since met with me to agree further minor modifications, which are also circulated with this report. We will discuss them in our meeting of Tuesday 21st February.

Grass Cutting

I am waiting to hear from County regarding any possible 'pay back' from them to allow us to take on some of the cutting.

Hedge, Veg and Highways

Steve Hough has now cut back vegetation on the steps across the A525 and resort the 30 mph sign at Station Road's entrance to the Village. Steve is also quoting for weed spraying and siding (see previous report).

The restoration of the speed bumps on Quarry Bank Road is still pending following notification from Rob Steele that the work had been scheduled. It has now been some months since we were informed this work was going ahead.

Post Office

I have no further news from the University regarding ongoing plans to restore a post office service to the campus. I have written to the University requesting a progress update.

Commemorative Lyme Forest on Old Golf Course

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The planting of the commemorative Lyme Forest has been approved by the Cabinet at their meeting 6th December.

Planning Applications

Pepper Street Piling

I attended the Planning Committee on 31st January to urge that permission for piling not be granted. Unfortunately, I was unsuccessful but had been informed by Dave Jones that the main point was likely to be lost and directed the second half of my address to ameliorate (paraphrase)

- Bored piling will be used in developing foundations for properties closest to existing housing (lower nose but longer duration)
- For other piling concrete driven piling preferred. This has the advantage of being intermittent: 30 mins per hour approx. It is anticipated 3 plots per day would be piled and piling activities would be continuous for a one week period, with a four month break until piling recommenced.

Dave proposed that the second point be written into the rewording of the condition, which was agreed.

I also noted that vibration had not be explicitly discussed in the rewording. Apparently, this is outlined in condition 19: construction methods. This will be one to look out for. We also need to press on the removal of toxic residues prior to the commencement of piling. As the BETTS report notes:

 As part of the remedial proposals for the site, Betts Geo also recommended that the VOC hotspot encountered in TP117 and the cyanide hotspot to the west of site was excavated and removed from site, removing any possible source of significant contamination for draw down into the underlying groundwaters.

February 2023

23/00055/FUL | Proposed second storey side extension & single storey rear extension | 5
Cressing Place Keele Newcastle Under Lyme Staffordshire ST5 5FJ (newcastle-staffs.gov.uk).

I have scrutinised this application which is for large extensions to this already large house on the Hawthorns. I recommend we object to this extension on the following grounds.

The Hawthorns was placed in the Conservation area when planning permission was granted to limit its impact on Keele Village. Both the design of the houses and the housing density were controlled. The Heritage Asset Statement by the applicants notes:

"The Keele Conservation Area was designated in 1989. The boundary at this time was chosen to exclude most of the more recent development with less historic interest such as the Hawthorns (student accommodation) and to include the historic core of the village."

It fails to note that the Hawthorns was then appended to the Conservation Area. It is my opinion that the application should be rejected on three grounds. Firstly, the massing of the building following the proposed extensions would be inappropriate in terms of the surrounding buildings, whose size and location was carefully planned and agreed prior to construction. Secondly, it increases the built upon density of the site. Housing density on the

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Hawthorns was controlled in the approved plans to maintain the openness of the site. Were this development to be approved, it could act as a precedent for other such developments which would have a significant impact on the built density of the site and thus on the conservation area. Finally, the application gives insufficient detail of proposed materials used to match the existing style of this building and those of other buildings in the area.

December 2022

 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. Pending consideration

 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. Decision is to permit.

 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. Decision is to permit.

 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. Decision is to permit.

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 (

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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 technical application, I have no comment but am happy to receive comment from
Councillors. NO comments received. Pending

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. Decision is to permit.

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 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).
- 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 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

I attended the Planning Committee on 31st January where Councillor Jones urged that the matter remain as a standing item on the agenda so that enforcement of the conditions could be monitored by members. The proposal was passed. The Garage has been demolished as required under the decision made by the Planning Inspector. Debris was left in a resident's garden as a result of the demolition. There is also concern over whether the utilities supplying the garage were properly disconnected. Councillor Jones has spoken to

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residents and is working with the Borough to ensure regular inspection of the site and proper communication with resident. He has also written to the Planning Inspectorate seeking clarification regarding the wording of the 'residency' condition.

Borough Councillor Update

Pepper Street Development

Seddon's submitted an application to planning to vary the permission on the Pepper Street development to permit Impact Pile Driving of foundations. Given concerns raised regarding the impact on noise on residents across Pepper Street I moved refusal of the permission at planning committee. Unfortunately there was not sufficient support among the members of the planning committee, to refuse the application. However, I was successful in obtaining the following amendment:

All piling works shall be carried out in accordance with the timeframes set out in the Wardell Armstrong Noise Assessment and shall have a maximum noise threshold of 65dB 15min Laeq for the closest noise sensitive properties.

This amendment will protect residents should adverse noise levels breach the 65dB limit, whilst also ensuring that all works are carried out in a controlled schedule of limited time periods for piling to take place.

Many thanks to Parish Councillor Sue Hughes and Chair Graham Bibby for their support.

Boggs Cottage

The appeal against the enforcement notice on 5 Boggs Cottage was upheld by the planning inspector, with some significant requirements:

Occupation restricted to a mobile home and limited to Mr Thomas Maughan and Mrs Eileen Maughan, and their dependants. There is a requirement to remove an existing double garage within two months of the date of the decision and a requirement to submit information to the Local Planning Authority regarding drainage, provisions for facilities for water and sewerage, provision of parking spaces and details of a scheme to restore the land to its condition before the development took place. Further conditions specify that there shall be no more than one pitch on the site with no more than two caravans and no commercial activities shall take place on the land, including the storage of materials.

I am continuing to work with local residents and the council to note compliance with the above conditions.

Budget

Last week Council set its annual budget for the forthcoming year and set forward a capital strategy for the next 10 years. I raised significant concerns over the level of borrowing in the budget, where the council will borrow £15 million this coming financial year, with a further £15 million over the lifetime of the capital strategy. Newcastle borough council has remained a debt free council for nearly two decades. In these times, we should be proud of our council for remaining debt free whilst other councils struggle with financing debt repayments, or in the case of Northamptonshire and Thanet, going bust. Whilst the level of borrowing in the budget was eye watering, the administration plans to use that money to build a new multi-storey carpark, and headquarters for Aspire in the town

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centre. With limited evidence to support the need or benefit of either development; I could not in good conscious support the budget. I proposed a series of amendments to make the budget more palatable, these included limited the amount of borrowing each year, value engineering the car park development, and reversing the plans by the council to defund the Walley's Quarry legal fund. Unfortunately, these amendments were voted down by the administration.

Critically, we managed to expose the administration's plan to sell off the golf course for housing, to help pay for these vanity projects in the town centre. I argued that selling off the borough most biodiverse green space, to build a car park, is a travesty for our residents. Like many Keele residents the former golf course is a vital green space, where we can enjoy walks with our families. I will continue to fight against its development.

Parking on Keele Road

I have been working with parking enforcement on the poor parking behaviour on Keele road. We are seeing increased incidents of parking on double yellow lines, obscuring the visibility splay, and in some cases parking on the pavement.

Cllr Dave Jones February 2023