

MINUTES OF KEELE PARISH COUNCIL REGULAR MEETING**Held on Monday 8 July 2024 at 7.00pm at Keele Village Hall**

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

98/24 Apologies

Apologies were received from Mr A Rowe and Mr C Ashton.

99/24 Declarations of Disclosable Pecuniary Interests - None**100/24 Public Open Forum – No one present****101/24 To note the draft minutes of the Annual and Regular meeting held on 10 June 2024 and agree**

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

102/24 To receive reports from the following sub-committees

- a. Communications sub-committee
 AR was not present. The Bulletin is to be sent out on 17 July. The newsletter will be distributed alongside the NDP Consultation.
- b. Environment and assets sub-committee
 WN had circulated a report. VN to contact Mr Steele about the overgrown hedge at the Knights Templar sculpture. DP to contact NBC about asbestos fly tipping. DP to contact the contractor about tidying the war memorial. VN to follow up with Mr Steele regarding the hedges along the A525 on the route to Madeley.
- c. Planning sub-committee
 GB had circulated a report.
 - Planning applications – to provide comments on the following:
 - [24/00491/FUL | Removal of existing flat roof to return roof back to original tiled valley configuration. | 30 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR \(newcastle-staffs.gov.uk\)](#) No objection
 - [24/00229/FUL | Application for variation of condition 2 of planning permission 21/00952/FUL for the substitution of house types for plots 39 and 40 and the relocation of Plot 41 | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire \(newcastle-staffs.gov.uk\)](#) No objection
 - Pepper Street development.
 - To receive an update on the bus stop and removal of the layby on Pepper Street.
 No further update. A meeting is taking place mid July.

103/24 To receive an update from the Village Hall Committee

The new fire door and the fuse box have been installed. New curtains have been purchased. Work needs to be carried out at the back of the building and access is required from the adjoining land. WN to ask the neighbour about access.

104/24 Finance

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

105/24 Actions arising from the meeting held on 10 June 2024

- a. To receive an update on the damage to the verge at the top of Highway Lane.
RESOLVED to remove this item from the agenda.
- b. To receive an update on the hedge on Keele Road.
- c. **RESOLVED** to remove this item from the agenda.
- d. To receive an update on the footpath on the A525 to Madeley.
VN to chase Mr Steele.
- e. To discuss the Trustee vacancies on Keele Parochial Charities.
Two Trustees are meeting to decide the way forward for the charity. Awaiting recommendation.
- f. To discuss a mirror at the junction of Quarry Bank and Pepper Street.
RESOLVED not to install a mirror. VN to write to the resident concerned.

106/24 Other matters

- a. To consider the suspension of the August meeting.
RESOLVED to suspend the August meeting and to delegate authority to the Chair and Clerk.
- b. To consider a quote to repair the noticeboard outside the Village Hall.
RESOLVED to approve.
- c. Local Transport Plan.
A meeting is taking place on 20 September and WN has registered to attend.

107/24 To note (only) written reports circulated in advance:

- a. Chairman's report. As circulated.
- b. County & Borough Councillors. None present.

108/24 General Data Protection Regulations (GDRP)

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

109/24 Keele Neighbourhood Plan (Standing Item)

- a. To agree to move to Regulation 14 consultation.
RESOLVED to approve.

110/24 Borough Local Plan (Standing Item)

The Borough Local Plan is going to Cabinet first and then to a full session of Council for approval. The budget includes lines assuming that Golf Course will be sold off. A Consultation is taking place in September.

111/24 To note the Staffordshire Parish Councils Association Bulletins and correspondence received.

Awaiting appointment of a County Officer.

112/24 Any Other Business for future agendas

Invite Adam Jogee to a parish council meeting.
Communications and the use of social media.

Meeting closed at 8pm

Dates of the next meetings:

9 September 2024, 14 October 2024, 11 November 2024

Signed

Date.....

Appendix A

Keele Parish Council
Payment Schedule July 2024

Date	Ref	Details	Description	Net £	VAT £	Total amount £
08/07/2024	BACS	Salary	June 2024	584.38	0.00	584.38
08/07/2024	BACS	VAST	HMRC Mth 4	55.40	0.00	55.40
08/07/2024	BACS	Office expenses	Mileage, MS Office July 2024	19.11	0.00	19.11
08/07/2024	BACS	Steve Hough	Noticeboard inspections, grass cutting, inspection of noticeboards.	180.00	0.00	180.00
08/07/2024	BACS	Keele Village Hall	Room hire June and July 2024	44.00	0.00	44.00
08/07/2024	BACS	K Struziak	Litter picking			
		Total		882.89	0.00	882.89

Appendix B

<u>Keele Parish Council</u> <u>Bank Reconciliation for the period ending 26 June 2024</u>				£	£	£
Balance per Bank Statement 26 June 2024						
Current account					14,752.91	
Deposit account					<u>13,423.17</u>	
						28,176.08
Less: unpresented payments				Chq 796		-121.80
				Chq 794		-120.00
				Chq 798		-172.90
				Chq 799		-183.00
Net bank balance as at 26 June 2024						<u>27,578.38</u>
Net balance reconciled to the cashbook						
Opening balance per cashbook						
Current account				2,101.13		
Deposit account				<u>13,423.17</u>		
					15,524.30	
Add: receipts in the year						
12.04.24 Newcastle Borough Council Precept				17,461.00		
11.04.24 HMRC VAT Refund				<u>900.06</u>		
					18,361.06	
Less: payments in the year						
Apr-24				-1661.53		
May-24				-3100.16		
Jun-24				<u>-1545.29</u>		
					-6,306.98	
Closing Balance as per cash book for the year to 26 June 2024						<u>27,578.38</u>

Signed

Date.....

Keele Parish Council - Chair's Report July 2024

I attended the AGM of the Village Hall Committee.

There is progress on the Neighbourhood Plan and this will be covered at the appropriate point in the agenda.

I provided photographs to the County Council re the issue on the A525 towards Madeley.

I have attached the results of checking on the liability of installing a road mirror on Pepper Street at the exit of Quarry Bank.

Contacted Mr Downes re cutting the face of the hedge on Pepper Street. I notice other landowners are now cutting back. The field hedge on Keele Road was cut last week.

Val Newman 08/07/24

Planning Report for Keele Parish Council July 2024 G Bibby

July

24/00491/FUL | Removal of existing flat roof to return roof back to original tiled valley configuration. | 30 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AR (newcastle-staffs.gov.uk). **There is no need for us to comment.**

24/00229/FUL | Application for variation of condition 2 of planning permission 21/00952/FUL for the substitution of house types for plots 39 and 40 and the relocation of Plot 41 | Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire (newcastle-staffs.gov.uk). **Having looked at the plans, I do not see a need to object. For discussion at our meeting,**

June

24/00412/FUL | Erection of steel portal framed building for utilisation as dairy cow housing - phase 2 | Farm Buildings Paddocks Farm The Village Keele Newcastle Under Lyme Staffordshire ST5 5BD (newcastle-staffs.gov.uk)

24/00376/FUL | Erection of steel portal framed building for utilisation as dairy cow housing | Farm Buildings Paddocks Farm The Village Keele Newcastle Under Lyme Staffordshire ST5 5BD (newcastle-staffs.gov.uk). *I have now written a letter of support for this application and 24/00412/FUL*

24/00362/FUL | Single storey extension to form garage / workshop and sunroom with internal alterations | 17 Station Road Keele Newcastle Under Lyme Staffordshire ST5 5AH (newcastle-staffs.gov.uk). *As commented in our meeting, we have not objected to other similar extensions and should not do so in this case. Naturespace UK were consulted with regard to bats and newts and had no objections but made recommendations.*

May

24/00290/FUL | Replacement of existing stepped access to existing fire escape door with proposed ramped & stepped access to the north elevation of the Grade: II Listed Chapel; as well as proposed external landscaping works within the same scheme: including a retaining wall & 'dug out' seating area, other above ground seating areas,

Signed

Date.....

drainage improvements to lawn, permeable paths and soft landscaping. | The Chapel Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire (newcastle-staffs.gov.uk). **Permit.**

24/00291/LBC | Replacement of existing stepped access to existing fire escape door with proposed ramped & stepped access to the north elevation of the Grade: II Listed Chapel; as well as proposed external landscaping works within the same scheme: including a retaining wall & 'dug out' seating area, other above ground seating areas, drainage improvements to lawn, permeable paths and soft landscaping. | The Chapel Keele University Three Mile Lane Keele Newcastle Under Lyme Staffordshire (newcastle-staffs.gov.uk). **Permit.**

September

Application for approval of Street lighting design as required by condition 22 of planning permission 13/00970/OUT for Residential development (maximum of 100 dwellings)

Land North Of Pepper Street Keele Newcastle Under Lyme Staffordshire

Ref. No: 13/00970/CN22 | Validated: Wed 23 Aug 2023 | Status: Pending Consideration. The Borough make the following comments:

"Highways: The discharge of condition for this particular matter is therefore considered premature as it relates to the approval of Street Lighting details which are currently being reviewed as part of the S.7 Technical Audit process. On liaising with AMEY undertaking the S.7 technical review on behalf of the Highway Authority, I can confirm that detailed Street Lighting design details and associated environmental design parameters have not been approved at this time and therefore may be subject to change."

"Environmental Health: The condition relates to street lighting, rather than lighting emitted from a neighbouring premises, or a specific activity/premises within the development itself. On that basis, the County Council are best placed to respond to the consultation and to make comments regarding the appropriateness of the street lighting scheme."

The plan has been circulated to the Planning sub-committee. I have no comment as it only shows the location of proposed lights which are unremarkable. *Nevertheless, I suggest we write asking for confirmation that the lighting will be 'dark skies friendly' and will control light pollution in the surrounding area.*

July

Application for approval of Travel Plan as required by condition 7 of planning permission 21/00222/FUL. Land Adjacent Keele University Keele Road Keele Newcastle Under Lyme Staffordshire

Ref. No: 21/00222/CN07 | Validated: Fri 23 Jun 2023 | Status: Pending Consideration

Concerns IC7 on campus, the Digital Innovation Centre. I have no objections.

Erection of illuminated and non-illuminated signs to the exterior of the building including; Sign A - 2No. Gable Boards, Sign B - 1 No. Double Sided Pictorial Illuminated by Linolites, Sign C - 1No. Large Amenity Board, Sign D - 1No. Landscape Amenity Board/Chalkboard, Sign E - 1No. A0 Lockable Poster Case on Posts, Sign F - 2No. Poster Cases, Sign G - 2No. Large Lanterns and Sign H - 10No. LED Floodlights . Sneyd Arms 1 The Village Keele Newcastle Under Lyme Staffordshire ST5 5AD

Ref. No: 23/00526/ADV | Validated: Wed 28 Jun 2023 | Status: Pending Consideration

I have scrutinised hits and have no objection BUT for discussion at our next meeting (comments by July 21st)