

PUBLIC NOTICE

Keele Parish Council Meeting

The Regular Meeting of Keele Parish Council will be held on

Monday 13th July 2026 at 7.00pm at Keele Village Hall.

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

but please note that they may be excluded for any item the Council decide should
be treated as confidential

Issued 8th July 2026

Mrs Natalie Lovell (Clerk)

AGENDA

50/26 To receive apologies

51/26 Declarations of Disclosable Pecuniary Interests

52/26 Public Open Forum

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

53/26 Confirmation of Minutes

To **consider / resolve** to approve and sign as a factual record the Minutes of the ordinary parish council meeting held at **7:00pm on Monday 8th June 2026**.

54/26 To receive reports from the following committees:

- a. Communications committee
- b. Environment and Assets committee
- c. Planning committee
Planning applications:
 - 26/00467/FUL Lennard-Jones Building, Keele University. Proposed new plant machinery on existing flat roof, and replacement of 7No external windows.
- d. Pepper Street development.
To receive an update

55/26 To receive an update from Keele Village Hall Committee

To **note** receipt of the Keele Village Hall accounts as previously circulated.

56/26 Finance

- a. To **approve** payments, receipts and transfers - **Appendix A**.
- b. To **note** and **approve** the bank reconciliation – **Appendix B**.
- c. To **note** and **approve** the budget report – **Appendix C**.
- d. To **consider** arrangements for the secure retention of a parish council bank account cheque book.
- e. Payroll
To **consider** any action with regards the processing of employee salaries. Report provided at **Appendix D**.
- f. To **consider** the amendment of the clerk's employment contract.
 - i) To consider whether to resolve to exclude the public and press for this item. Public and press may be excluded if publicity would prejudice the public interest by reason of the confidential nature of the business or for some other reason to be stated in the resolution and arising out of the business to be transacted.
 - ii) To consider the amendment of the clerk's employment contract to reflect the increase to the national approved mileage allowance payment from 45p per mile to 55p per mile, backdated to 6th April.

57/26 Actions arising from the meeting held on 8th June 2026

- a. Application to Staffordshire County Council Community Fund
To **consider** any action regarding applying to the SCC Community Fund for works to clear vegetation around the sculptures at Station Road, including the approval of match funding of approximately £375 by the parish council. Quote for works attached at **appendix E**.
- b. Overgrown Hedge at 50 Pepper Street
To **consider** any action in relation to the overgrown hedge at 50 Pepper Street, which is encroaching on to the pavement.
- c. To **consider** any action in relation to the overgrown hedge enclosing the field immediately behind the Station Road sculpture. It is obstructing the footway at the top of Station Road.
- d. To **consider** any action in relation to vegetation alongside the Church Wall alongside Keele Road.
- e. To **note** the cleaning of the bus shelters (opposite Highway Lane and Station Road) in June.
- f. Signage within the Parish
 - i) To **consider** any action with regards to the condition and location of signage within the parish, including directional signage, street signs and parish welcome signs.
 - ii) To **consider** any action with regards to the cleaning of road signs within the parish.
- g. Keele Bus Gate
To **consider** any action with regards to the bus gate development and local bus services.
- h. Provision of Waste Bins and Dog Waste Bins
To **consider** any action with regards to signage affixed to bins and the location of current waste and dog waste bins (report of current locations at **appendix F**) and **consider** any further bins required and/or relocation of existing bins.

58/26 Other matters

- a. Asset of Community Value – Sneyd Arms
To **consider** any action in relation to registering the Sneyd Arms as an asset of community value. Draft application at **Appendix G**.
- b. To **consider** possible projects for the re-instated Borough Councillor Community Fund (£2500)
- c. To **consider** a proposal by WN to bid for funding from the Newcastle Borough Council Community Fund to replant soft fruit at the community orchard and possible match funding.
- d. To **note** the successful grant application to the Welcome Break Fund and if appropriate **resolve** for the chair to sign the grant funding agreement on behalf of the parish council. **Appendix H**.
- e. To **consider** any action with regards to speed limits within the parish.
- f. To **consider** any action with regards to parking around St John's primary school.
- g. To **consider** any action with regards to the vehicle activated speed sign at Station Road.
- h. To **note** the completion of the parish council's re-declaration of compliance to the Pensions Regulator and the formation of a parish council employee pension scheme with NEST.
- i. To **note** the creation of a parish council Microsoft Account.
- j. To **note** the progress of the transfer of the parish council .org domain.
- k. To **consider** the appointment of a representative to the Newcastle Town Deal Board.
- l. To **consider** the suspension of the parish council August meeting.
- m. i) To consider whether to resolve to exclude the public and press for this item. Public and press may be excluded if publicity would prejudice the public interest by reason of the confidential nature of the business or for some other reason to be stated in the resolution and arising out of the business to be transacted.
ii) To consider a request received regarding confirmation of historical access to properties and St. John's Church carpark. **Appendix I**.

59/26 Parish Councillor Vacancies

- a) To consider whether to resolve to exclude the public and press for this item. Public and press may be excluded if publicity would prejudice the public interest by reason of the confidential nature of the business or for some other reason to be stated in the resolution and arising out of the business to be transacted.
- b) To **consider** the applications received in regards to the current parish councillor vacancies. There are presently four vacant seats on the parish council and 3 applications have been received to date.
- c) If appropriate to resolve to **approve** the co-option of any of the applicants and to **receive** declarations of acceptance of office from any applicants in attendance.

d) To **consider** any further action required in order to obtain further applications.

60/26 To note (only) written reports circulated in advance:

- a. Chair's report
- b. County & Borough Councillors

61/26 General Data Protection Regulations (GDPR)

Data Breaches (72 hrs)/Information Security/Subject Access Requests (reminder)

62/26 Keele Neighbourhood Plan (Standing Item)

To note that the NDP and supporting statements have been submitted to Borough Council.

63/26 Borough Local Plan (Standing Item)

64/26 To note the Staffordshire Parish Councils Association Bulletins and correspondence received.

65/26 Any other business for future agendas

Meeting closes

Dates of the next meetings:

14th September 2026, 12th October 2026