



Minutes of the Parish Council meeting held on Tuesday, 12 April 2016, in the Committee Room, Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates, Eassom, Eldridge, Kirkwood, Knott, Moore and Tunkle, County Councillor Mrs Compton, District Councillor Mrs Gallagher and Miss Eldridge (Clerk)  
Four members of the public

<b>1. Apologies</b> Received from District Cllr Whiting
<b>2. Declarations of Interest</b> None
<b>3. Public Participation</b> The Chairman agreed that, because the members of public that wished to speak, wanted to talk about the Neighbourhood Development Plan, he would defer calling upon them to speak until Item 6 on the agenda.
<b>4. Minutes</b> 4.1 The minutes from the meeting on 8 March 2016 were approved and signed off. 4.2 Matters arising: None
<b>5. Planning</b> 5.1 To note planning decisions made: None <ul style="list-style-type: none"><li>W16/0421 – Red Brick Barn, Stud Farm, Hill Wootton It was noted that this application has been withdrawn by the applicant.</li></ul> 5.2 Planning applications: <ul style="list-style-type: none"><li>W16/0571 &amp; 0572 LB – Goodrest Farm House, Rouncil Lane, Kenilworth The application was discussed and it was agreed that the Councillors had no objections.</li><li>Reference was made to an application that appeared on the weekly planning list that was listed as an 'invalid application'. The Council will await receipt of a valid application in due course.</li></ul>
<b>6. Neighbourhood Plan</b> 6.1 Report on progress Cllr Smith referred to the parish meeting on 10 March, which was well-attended. The PC has received a number of representations from local residents, which will be considered as the NDP is finalised. Cllr Smith stated that the consultation period referred to on the website, to end on 11 April, was an informal consultation and not the statutory consultation period required for a Neighbourhood Development Plan (NDP), which is 6 weeks from completion of the submission. The informal consultation was to receive initial representations so that they could be considered at this parish council meeting. The Councillors who are working on the NDP have meetings arranged with Place Partnership, the property management organisation acting for Warwickshire Police, and the WDC Conservation Officer, Mr Corbett, on 13 April. At this stage the team is waiting for the opinion of the Conservation Officer, which may fundamentally affect the NDP and Cllr Smith had little to add to his presentation on 10 March at this time. Cllr Smith opened the floor to members of the public to speak: <ul style="list-style-type: none"><li>Mr Bell, resident of Broome House, Woodcote Drive, explained that he had been in discussion with Cllr Smith and had a number of suggestions for amendments. He made the case that the Police were aiming to maximise the profit from the site rather than considering the impact of the proposals on the community. Mr Bell</li></ul>

explained that his property is affected by considerations of the views from the listed property at Woodcote and Tree Preservation Orders that also take views of the historic parkland into consideration, therefore the WDC Conservation Officer must have an opinion on the proposals. Mr Bell also feels that Woodcote Drive is not suitable for conversion to a through-road as it is not possible to add a footway. Cllr Smith agreed that Mr Bell's points were well made and Mr Bell's email of proposed amendments, which had already been circulated to the Councillors on the Neighbourhood Development Plan Steering Group, but would now also be circulated to all Councillors for information.

- Mr Harlow, resident of Gypsy Cottage, asked some technical questions about the Local Plan process. The Government guidance states that once submitted a Neighbourhood Development Plan must give allowance for the same number of properties as the Local Plan states; therefore are we too late to try to reduce these figures? Cllr Smith replied that the figure of 115 new homes is not cast in stone. The Local Plan has not been finally submitted at this stage and this is why we are working with the District Council to come to an acceptable figure and there are a number of caveats on the figures given, e.g. subject to approval by Conservation, etc. Cllr Smith also referred to a submission that Mr Harlow has made about the Neighbourhood Development Plan that the plans should not be referred to as 'options' as they are only possibilities and the wording of the NDP will be amended to be less prescriptive.

There followed a general discussion about the NDP. Traffic calming and the Anchor Junction (Woodcote Lane/Warwick Road) are of major concern, but the Parish Council would prefer not to contemplate the obvious solution of traffic lights, which would result in a fundamental change to the rural street scene and nature of Leek Wootton. When questioned C/Cllr Compton confirmed that Highways will look seriously at safety concerns and that the sometime public perception that changes will only be made in the wake of a fatality are incorrect.

The Parish Council's is concerned in its proposals to provide 40% starter homes and also to ensure an improvement of the 'churn' of properties in the parish, i.e. giving older residents the opportunity to downsize whilst staying in the community and freeing up larger properties for younger families.

The team will try to include all comments in the NDP before submitting it to WDC for assessment regarding conformity.

The Parish Council will make a formal representation regarding the proposed amendments to the Local Plan, which in addition to comments regarding housing numbers will include an objection to the extent of the proposed area to be removed from the green belt.

Councillor Coates will explore the process/need for the Parish Council to initiate a full Environmental Assessment as part of the NDP process.

## **7. Finance**

### **7.1 Financial Report**

The Clerk circulated a summary of expenditure since the last meeting for information.

### **7.2 Payments approved:**

- £58.00 to Diane Malley MAAT for administration of payroll services
- £205.36 + £83.90 to Helen Eldridge for expenses (inc. litter bin for playground and printing of NDP)
- £100.00 to Warwickshire Training Partnership for Clerk's CiLCA Training
- £286.50 to Fairways for playground maintenance
- £2,712.00 to Kirkwells Limited for Neighbourhood Development Plan work (this amount is covered by a grant for the production of the NDP)

## **8. The Playground**

- 8.1 A new litter bin has been purchased and installed. The previous bin was unsuitable because the District Council workers were unable to remove the top to empty it. The new bin has a key, which has been attached to the fence for the use of the waste removal team.

## **9. Leek Wootton War Memorial Ground Access & Car Park**

### **9.1. Progress Report by Cllr Eassom**

#### **Car Park**

Cllr Eassom was hoping to have been able to report a date for works to begin on a borehole in the car park, but he does not have this yet.

He is also still awaiting an inspection by WDC Planning before removal of trees and shrubs between the car park and access road can proceed.

#### **Access**

Cllr Eassom has received confirmation that the works will cost no more than £15,000. As previously confirmed, £10,000 will be provided by C/Cllr Compton, Cllr Eassom will submit an application for £3,000 to the Warwick District Community Forum Grant Fund, which if successful will leave £2,000 to be raised locally. Groups that use the recreation ground and village hall will be approached in due course with regard to fundraising.

## **10. Community Maintenance Issues, etc**

### **10.1 Progress Report**

Clerk circulated Action and Resolved Reports on issues raised throughout the parish prior to the meeting.

Attempts to arrange a regular meeting to liaise with Peter Hallam of WCC Highways about issues has not yet been successful. C/Cllr Compton will ask Mr Hallam for a response. Cllr Kirkwood agreed to liaise with Mr Hallam.

A number of the issues were discussed including:

- Flooding in Hill Wootton. This issue can be discussed between Cllr Kirkwood and Mr Hallam when a meeting is arranged. Cllr Moore is able to provide some history to this issue.
- Foul drain on Warwick Road, south of Wootton Grange. This issue has been ongoing for several months and due to raw sewage is a Health & Safety issue. The Clerk is to send D/Cllr Gallagher an email containing details of the issue and she will forward this to the necessary department at WDC.

### **10.2 New Issues:**

- Cllr Moore raised concerns about horses using footpaths in Hill Wootton, saying that horses may only use footpaths by express permission of the landowner.

## **11. County and District Councillors' reports**

### **11.1 Warwickshire County Council**

C/Cllr Mrs Compton presented a brief report.

WCC is to receive additional funding towards repairing potholes across the county. WCC's new flood strategy is now available on the website. It is confirmed that, under the Local Plan, WCC will be responsible for the provision of sufficient educational places, whether or not the Government's plan for all schools to become academies comes to fruition; in the case of Leek Wootton & Guy's Cliffe, the school will have to consider whether it will need to expand or restrict its intake. Cllr Smith confirmed that the new Community Infrastructure Levy (CIL) that will be chargeable on future building plans to contribute to community amenities will be in addition to Section 106 agreements made as part of the planning process. The CIL provision only comes into force once the Local Plan has been approved. It has been confirmed that the old Shire Hall is to become available as an events venue.

### **11.2 Warwick District Council**

D/Cllr Gallagher presented a brief report.

Leisure options have now been sent for planning approval, having been held up by some objections. The move of WDC Headquarters from its current site in Milverton Hill to the Covent Garden carpark site has been confirmed. Designated Gypsy and Traveller sites continue to be considered by WDC after a proposed site at Campion Hills was pulled before it got to Executive due to public concern; the issue being that the District does not have any at the moment, therefore leaving it vulnerable to having an unsuitable site acquired by travellers themselves. Finally, the District has agreed to house five refugee families from

Syria or Lebanon.

**12. Council Administration**

12.1 No current Council administration matters.

12.2 Correspondence – None not circulated previously.

12.3 Other

- WDC Chairman's Civic Service was attended by Cllr Moore.

**13. Any other business**

For discussion only

13.1 WDC Local Plan Briefing, 5 April 2016, was attended by Cllrs Coates, Eassom and Kirkwood.

13.2 Further discussions took place as follows:

- Cllr Moore asked who covers the election costs for the upcoming Police Commissioner elections. It was confirmed that these are paid for by the District Council.
- Cllr Eldridge raised two issues that he wished to have recorded in the minutes, as the Parish Council had been involved and/or raised concerns:
  - Firstly a potential land-grab was resolved between the owner of 21 Waller Close and Place Partnership (property management organisation for the Woodcote estate), after being brought to the attention of Place Partnership by the Parish Council. The homeowner had misunderstood documentation relating to an old purchase of an additional 10m plot to the north of the property's original boundary, not realising the land had already been added to the existing garden. Subsequently the boundary fence has been replaced in the original/correct position.
  - Secondly, the unauthorised felling of a number of silver birch trees in the north-west corner of the War Memorial Recreation Ground, affecting the approach to the woodland belonging to the Woodcote estate. The Trustees of the War Memorial Recreation Ground (the custodians of the land), have formally approached the Sports Club (its tenants) about the issue and have received assurances that it is being addressed with those responsible. The Parish Council will await the outcome of the club's actions.
- Cllr Tunkle drew the Council's attention to a letter received from the British Heart Foundation, drawing residents' attention to the BHF Warwick ½ Marathon on Sunday, 3 April, and necessary road closure, that had been delivered on the morning after, despite being dated mid-March.

**14. Date of next meeting**

14.1 The Annual Parish Council Meeting will be held on Tuesday, 10 May 2016 at 7:00pm in the Committee Room, Leek Wootton Village Hall, followed by the Annual Parish Meeting at 8:00pm.

Signed: .....

Date: .....