



Minutes of the Annual Meeting of the Parish Council held on Tuesday, 10 May 2016, in the Committee Room, Leek Wootton Village Hall

Present: Councillors Smith (Chairman), Coates, Kirkwood, Knott, Moore and Tunkle, County Councillor Mrs Compton, District Councillor Mr Whiting and Miss Eldridge (Clerk)
Three members of the public

1.	To accept apologies for absence Cllr Eassom, Cllr Eldridge, D/Cllr Mrs Gallagher
2.	Appointment of Officers <ul style="list-style-type: none">a. Election of Chairman It was unanimously agreed that Cllr Smith be elected as Chairman for the year 2016/17.b. The Chairman signed the Declaration of Acceptance of Office.c. Election of Vice-Chairman It was unanimously agreed that Cllr Coates be elected as Vice-Chairman for the year 2016/17.d. There were no changes to Councillor's interests.
3.	PUBLIC QUESTION TIME <ul style="list-style-type: none">a. Will removal of land from the green belt, under the Neighbourhood Development Plan/Local Plan proposals affect Conservation Area status? No suggestion of change – the Conservation Area has been a central part of environmental assessment within the plans, for example the field adjacent to the tinker tank footpath is very close to the Conservation Area and has been discounted because of the potential landscape impact that any development would have and the close proximity of listed buildings. This aspect of planning is governed by the 'Planning (listed Buildings and Conservation Areas) Act 1990. The proposed development at Woodcote touches the boundary of the Conservation Area to the north west of East Lodge, but does not impinge upon it.b. An appeal was made to the Council to reduce the number of proposed homes at Woodcote to 30, being the approximate original Local Plan number. Cllr Smith explained that the original proposal was made prior to the decision made last summer by the Police to vacate entire site. The Police are now in the process of moving the comms centre and there is pressure on police to sell. The Neighbourhood Plan will be rejected by WDC if we don't propose a credible figure and if that happens, the Parish Council will not have a 'voice' in the planning process. At a recent meeting the Conservation Officer stood by WDC's figure of 115 on the site, so the Parish Council is maintaining the most pressure within its power to keep the number down. The member of the public expressed the feeling, on behalf of the residents of north-west Leek Wootton, that no other areas are being touched. Cllr Smith expressed understanding of these concerns and Cllr Kirkwood added that the previous number of approximately 28 homes on the site was based on non-brownfield development and would not have included redevelopment of the existing offices and out-buildings land and the new total numbers now include new houses on this area. Also, the WDC Local Plan (which is currently under review and was not rejected) fully assessed and identified appropriate areas for development; to reassess these areas would take both the NDP and Local Plan back to square one, setting the process back by years. A discussion followed about the effect of the development on the road network, Woodcote Lane and in particular the junction by the Anchor Inn. Concern was expressed that some residents are not well-informed about the Neighbourhood Development Plan. Cllr Smith expressed the view that the Parish Council has made every effort to be transparent with all residents throughout the planning process. The NDP Steering Group includes five parishioners alongside members of the parish

council and there have been two (well-attended) public presentations within the last year. The PC has made all documentation available on its website and has regularly reported on progress in *The Link* and will answer any questions.

4. The previously circulated minutes of the ordinary meeting of the Parish Council on 12 April 2016 were approved and signed.

a. Matters Arising

- Cllr Moore raised the issue of cars blocking roads in Hill Wootton causing interference with agricultural businesses within the community. The Council is aware of the issues, which are also experienced in other roads throughout the village. Local police advice is to dial 101 if there is any illegal parking. Housebuilding works in Hill Wootton are also causing similar problems at this time. Observation was made how close to the road the new house appears.
- Cllr Coates raised the subject of the silver birches on the recreation ground. He has been in contact with the Sports Club and confirmed that those responsible will remove the stumps to the ground. The subject of replacement of all or some of the trees has yet to be agreed.

5. **Finance**

a. To approve Annual Audit Return 2015/16

We are unable to present the finalised audit return at this time. Approval will be deferred until the next ordinary meeting of the Parish Council. The Clerk to circulate the financial report and reconciliation, etc., in advance of that meeting.

b. Approval of payments

- £653.14 to Came & Company for Insurance 2016/17
- £9.36 to Colin Smith for EasySpace IT Services renewal
- £286.50 to Fairways Ltd for Maintenance (Apr)
- £92.65 to H N Eldridge for Apr/May Sundries
- £120.00 to Leek Wootton Village Hall for Committee Room Hire 2016/17
- £80.00: A donation to Leek Wootton History Group towards the purchase of Sir Wathen Waller's Photograph Album
- £45 to Warwickshire Training Partnership for the Cllr Kirkwood and the Clerk to attend the induction day
- £1,760.25 to Groundworks UK, the return of unspent Neighbourhood Development Plan Grant money
- £75.00 to Leek Wootton History Group for hire of the projector for Neighbourhood Development Plan meetings

c. Insurance 2016/17

Insurance for 2016/17 to Came & Company (£653.14) was approved.

Cllr Coates raised a question about public liability insurance for HM The Queen's 90th Birthday Celebrations and Fête. The Clerk will inquire with the Council's insurers whether an additional premium is required to cover the event, and if so pay it.

6. **Any other items – discussion only**

a. Production of Bulletin and Directory

This will be produced this year.

b. Cllr Moore raised the issue of entry to/exit from the recreation ground by cars coming from and going north to Kenilworth. How will the improvements to the layby and driveway access affect this? The Parish Council is awaiting final plans for the improvements, but preliminary plans include bollards with the aim of creating a pedestrian area, preventing cars from parking and doing U-turns or 3-point turns.

c. Cllr Kirkwood reported on his meeting with Peter Hallam of WCC Highways.

- The narrow footpath north of Leek Wootton, between Spinney House and Broadlane Caravans: WCC will undertake to restore it to its original width.
- Woodcote Lane, the bank adjoining The Anchor Inn car park: Mr Hallam to confirm ownership of the bank.
- Flooding at Hill Wootton: The drains have been jetted, which will provide a partial solution. WCC need to access the manhole relating to these drains, but the adjoining landowner's hedge needs to be cut back. Cllr Compton confirmed that WCC should write directly to the landowner as its request will carry more weight than the Parish Council. Cllr Kirkwood asked that a polite request be included in the Council's report in *The Link* to ask residents to cut back hedges and boundary vegetation
- Foul sewage south of Wootton Grange: Mr Hallam informed Cllr Kirkwood that this issue is with WDC Environmental Health, which is examining the potential source of the foul water. Cllr Smith stated that this has now been fixed – a defective septic tank has now been replaced.

The meeting was followed by the Annual Parish Meeting at 8:00pm.

Signed:Colin Smith Date:14/06/2016