



Minutes of the Annual Meeting of the Parish Council held on Tuesday, 9 May 2017, in the Committee Room, Leek Wootton Village Hall

Present: Councillors Smith (Chairman 2016/17), Coates, Eassom, Eldridge, Kirkwood, Knott, Moore, C/Cllr Redford, D/Cllr Gallagher, 1 member of the public and the Clerk

1.	Appointment of Officers 1.1. Cllr Colin Smith was elected as Chairman. 1.1.1. Cllr Smith signed the Chairman's Declaration of Acceptance of Office. 1.2. Cllr Richard Coates was elected as Vice-Chairman.
2.	To accept apologies for absence Apologies were received from Cllr Tunkle and D/Cllr Whiting.
3.	Declarations of Interest None.
4.	Public Participation <ul style="list-style-type: none">Richard Barnard (Rights of Way Officer, WCC) – Mr Barnard presented to the Council a potential project in partnership with WCC Rights of Way and The Warwickshire Golf & Country Club. Resurfacing Footpath W179a in two areas: (a) from its junction with the Tink-a-Tank (Holly Corner) through the field gate, across the private field to the golf course gate, and; (b) the approach to and the woodland path around the northern/northwestern boundary of the golf course. The Warwickshire proposes supplying road planings and distributing it across the sites. WCC Rights of Way is prepared to support the project with part-funding alongside The Warwickshire and Mr Barnard is approaching the Parish Council for further funding and a working party to help lay the path. The project is costed at approx. £3,000 and the Parish Council is being asked for a $\frac{1}{3}$ share. <i>Item 8 on the agenda is to discuss this proposal. The Chairman thanked Mr Barnard for attending to present the project and he left the meeting.</i>
5.	Minutes 5.1. The minutes of the parish council meeting held on Tuesday, 11 April 2017 were approved and signed. 5.2. There were no matters arising not on agenda.
6.	Progress Reports for information 6.1. Playground (Cllr Coates) <ul style="list-style-type: none">A 2-Year Completion Report has been sent to WREN.Laurel hedges and trees overhanging the climbing frame need trimming. <i>Working party to be organised.</i> 6.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates / Cllr Eassom) <ul style="list-style-type: none">Car Park Planning Application: Awaiting advice from Planning Department about 'shaving' the sandstone back on the ramp to provide improved width to permit vehicles and pedestrians to pass safely. Planning application will be submitted based on the advice received.Layby: The Chairman observed that the surface of the tarmac is coming away where all vehicles are travelling (i.e. not just where cars perform U-turns). WCC to be advised so they can follow up with contractors. <i>C/Cllr Redford to advise WCC Traffic and Road Safety Group.</i>

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6.3. Community Engagement:

6.3.1. Annual Parish Assembly (17 May 2017)

Parish assembly part of the evening to be kept brief by reports being provided in writing. The Chairman to give summary of Council's activity, a public forum to follow and meeting closed.

10-minute break for refreshments followed by Cllr Eldridge and Mr Wartnaby delivering vote of thanks to Mrs Compton. The Chairman has purchased a gift.

Clerk asked how many copies of written reports to provide. It was suggested that reports are printed and displayed, together with half a dozen copies and a notice that further copies will be available from The Clerk. Also copies of Community Engagement Strategy documents to be made available.

Clerk to provide display material and reports

Clerk to order and collect food

Cllr Coates to purchase drinks (wine and juice) and hire glassware

6.3.2. Summer Fête (10 June 2017)(Cllr Knott)

Plans progressing well. There will be a final meeting at 7:30pm on 6 June 2017 at Leek Wootton Sports Club.

6.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - Woodcote Lane resurfacing – it is unlikely that any action will be taken during dry weather. A full survey will probably be undertaken after rainfall.
 - Potholes – WCC Highways are currently carrying out repairs to the most severe potholes.
 - Roots in drains – no update.
 - The Chairman asked Cllr Kirkwood to investigate with Highways who is responsible for road signs as there are places where signage is not sufficient or incorrect, e.g. The Hamlet should say, "leading to..." and Home Farm signs are not easily visible from Warwick Road.
- Other (Clerk)
 - School hedge – Advised Mrs Patterson of outcome of inquiries to WDC and WCC. She advised that she will consult with the School Trustees.
 - WI Garden – The Council has received a request from the WI for some financial support towards the hedge-trimming at the WI Garden. After a discussion it was decided to investigate the ownership of the land and establish any particular party being responsible before considering any funding.

Clerk to investigate and obtain Land Registry documentation (if possible)

7. **Replacement of bins**

7.1. The bins are to be delivered to Cllr Eldridge's home on Friday. Councillors who are going to install them will then have an opportunity to look at their construction and fixings.

A survey of all 7 bin locations will be undertaken and a plan for how and where they will be installed will then be made. The two bins on the recreation ground will take priority, with a view to being installed before the Fête (10/06/2017).

Stickers for the bins have been purchased and received. The Clerk showed these to the Councillors.

Cllr Eldridge to inform other councillors when bins have arrived

8. **Footpath Improvement Project**

8.1. A discussion about the proposal presented by Mr Barnard (agenda item 4).

The Clerk stated that the owner (one of the three Trustees) of the land that the section of footpath from the Tink-a-Tank to golf course has been informed of the proposal. She

understands that this area is in need of attention. She does not want the footpath to become too urbanised.

Councillors agree with the landowner's concerns, but agree that the footpath would benefit from some attention and welcomed the principle of the project. The consensus amongst the Council was that it does not readily have funds to meet the financial commitment and would need more specific information on the real costs before we could agree to partner with WCC and The Warwickshire.

Kenilworth Footpath Preservation Group may be interested in being involved in this project.

Chairman to inform Mr Barnard of Council's opinion

Clerk to contact Kenilworth Footpath Preservation Group and forward landowner's contact information to Mr Barnard

- 8.2. In view of the Council's decision in item 8.1, there was no further discussion about establishing a designated 'Footpath Fund'.
- 8.3. On a related matter, it has been observed that footpath signposts at The Warwickshire have been wrongly erected, directing walkers into the arboretum, rather than the true footpath, which is along the roadside. These were erected by Kenilworth Footpath Preservation Group and The Warwickshire and WCC are approaching the group to move them.

9. **Planning**

- 9.1. To note planning decisions made:
- W/17/0008: Avenue Lodge, North Woodloes - Retention of existing 16 solar panels (approx 10m x 5m x 1.2m high) in field adjacent to Avenue Lodge granted under planning application W/11/1450 that expired on 31 January 2017 – *The Council had no objection* – REFUSED
- 9.2. A report on the progress of current planning applications:
- W/17/0483: 3 Waller Close - Single storey side and rear extension – NO OBJECTION
 - W/17/0498: 6 Waller Close - Single storey rear extension – NO OBJECTION
- 9.3. To consider new planning applications:
- None

10. **Neighbourhood Development Plan**

Community meeting on 25 April 2017 was successful with 56 members of the community in attendance.

The formal consultation on WDC Local Plan closed on Friday, 5 May. The Inspector's Report is expected to be published in the summer. The Council's 'Comments concerning the Main Modifications' were submitted on 4 May.

The final Neighbourhood Development Plan is currently being amended and the final document will be circulated prior to the June Parish Council Meeting. The Chairman is gathering various information and documents to accompany the submission. It will be submitted in June, after the full Council has had an opportunity to review the document.

The Chairman explained that residents of a property on The Elms have concerns about the proposed greenbelt inset boundary. They have been advised to submit comments independently as the Council is in opposition to the greenbelt being removed.

11. **Finance**

- 11.1. The Financial Statement for 2016-17 was noted.
- 11.2. The Financial Report for May 2017 was noted.
- 11.3. The following payments were approved:
- | | | |
|-----------------------------|-------------------------|---------|
| • Came & Company | Local Council Insurance | £681.41 |
| • Leek Wootton Village Hall | Venue Hire 2017/18 | £161.00 |

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	<ul style="list-style-type: none"> • Fairways • H N Eldridge 	<p>Maintenance (May) Clerk's Expenses</p>	<p>£295.20 £12.00</p>
11.4.	Insurance 2017/18 was approved, as above.		
11.5.	<p>Defibrillator</p> <p>An email was received from the Secretary of Leek Wootton Sports Club advising the Council of its Defibrillator Fund, plans and asking whether the Council is willing to support the appeal. There followed a discussion about the location and ongoing maintenance of the equipment. The Parish Council unanimously supports the Sports Club in this endeavour, but would like further detailed information about the practicalities of the project.</p>		
12.	County and District Councillors' reports		
12.1.	<p>Warwickshire County Council</p> <p>At this early stage in the new Council (elections held 4 May 2017), there is nothing to report.</p> <p>The Chairman asked C/Cllr Redford whether, following the Conservative success in the recent County Council elections, progress towards making Warwickshire a unitary authority may be possible. C/Cllr Redford agreed that this would be something that will be looked into.</p>		
12.2.	<p>Warwick District Council</p> <p>The District Council business has been similarly quiet and there is little to report.</p> <p>The Council's newly appointed leisure centre management company, Sports and Leisure Management Ltd (SLM), trading as 'Everyone Active', has presented its plans for the newly refurbished Newbold Comyn and St Nicholas Park leisure centres, as well as Abbey Fields Swimming Pool, Castle Farm Recreation Centre, Meadow Community Sports Centre and John Atkinson Sports Centre, which it is due to take over from 1 June 2017 and operate for the next ten years. However, there have been delays in the refurbishment. SLM currently operates 44 contracts with other local authorities covering 150 centres, these include Stratford-upon-Avon and Southam.</p>		
13.	Correspondence for information		
13.1.	<p>Email received informing the Council that the Local Government Boundary Commission for England (LGBCE) has accepted the request for a review of the Warwick District Council Ward Boundaries. This was circulated by email to Councillors. The review was due to start in July 2017, but as a result of the General Election being called on 8 June 2017 this has been postponed to November 2017.</p>		
13.2.	<p>Coventry Airport Consultation Notification was received by email and circulated to Councillors by email. There was a discussion about the implications of the proposed changes. The Council wishes to respond advising that aircraft noise is an issue over Leek Wootton.</p>		
13.3.	<p>The Clerk received a copy of a letter from residents at Lime Tree Cottage to WCC Highways requesting the 30mph sign be relocated further back from the roundabout toward the village sign. A discussion about the advantages of creating a gateway entrance in this location, south of Leek Wootton. The Clerk has forwarded this to C/Cllr Redford and he will follow this up.</p>		
14.	Councillors' Reports and items for future agenda		
	None		
15.	Date of next meeting		
	<p>To confirm the date of the Annual Parish Assembly, which is scheduled for Wednesday, 17 May 2017 at 7:30 in Leek Wootton Village Hall.</p> <p>To confirm the date of the next ordinary meeting, which is scheduled for Tuesday, 13 June 2017 at 7:30 in the Committee Room, Leek Wootton Village Hall.</p>		
16.	To consider the exclusion of the public and press in the public interest for		

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consideration of the following items:

- 16.1. Personnel issues – None
- 16.2. Legal issues – None

Signed: Colin Smith (Chairman)

Date: 13 June 2017

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