



Minutes of the Parish Council meeting held on Tuesday, 11 July 2017, in the Committee Room, Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates, Eassom, Eldridge, Kirkwood, Knott, D/Cllr Gallagher, C/Cllr Redford and the Clerk

<b>1.</b>	<b>Apologies</b> Apologies received from Cllrs Moore and Tunkle and D/Cllr Whiting. Councillors expressed their best wishes to Cllr Moore in his recent illness and will discuss with him whether they may be able to assist him in any way.
<b>2.</b>	<b>Declarations of Interest</b> None
<b>3.</b>	<b>Public Participation</b> Siobhan Allen, Community Banker, NatWest Bank, attended to inform the Council and community about services that are in place now that Warwick and Kenilworth branches have now closed. Ms Allen has been appointed Community Banker to support customers affected by branch closures and spoke about her role and the services she can provide in the communities especially for the elderly and vulnerable. These include surgeries at Kenilworth Library and Warwick Arms Hotel, home visits and talks to groups about fraud awareness.
<b>4.</b>	<b>Minutes</b>  4.1. The minutes of the meeting held on 13 June 2017 were approved and signed by the Chairman.  4.2. Matters Arising from these minutes. None  Note: The Chairman asked that a note should be made in the Annual Parish Assembly minutes, that resident, Mrs Murdoch, suggested that community groups be formally invited to the next Annual Parish Meeting.  <i>Clerk to amend draft minutes of the Annual Parish Meeting</i>
<b>5.</b>	<b>Progress Reports for information</b>  5.1. The Playground (Cllr Coates) Some tidying and cutting back has been done by Cllrs Coates and Knott and Fairways have cut the grass and raked the bark.  <i>Cllrs Coates and Smith to meet in late July (after 10/07/2017) to carry out work on laurel bush and remove cuttings to tip.</i>  5.2. Leek Wootton War Memorial Recreation Ground (Cllr Eassom) Trustees of the Recreation Ground have formally approved the proposed plan. Planners do not want the entrance driveway widened by shaving away the rock wall. Architect to identify route of drains from Village Hall. A time/motion camera is to be set up to report on car park usage, in support of the outline planning application. Once outline planning has been approved, a tendering process can begin.  5.3. Community Engagement / Events: 5.3.1. Parish Council <i>Bulletin</i> ...to be prepared and distributed with September Link.  <i>Clerk to prepare the 2017 Bulletin...</i>  5.4. Community Maintenance: 5.4.1. WCC Highways (Cllr Kirkwood)

- WI Garden – A meeting with Peter Hallam of WCC Highways has been arranged to explain the situation with this land.
- Potholes and drainage outside the Old School will also be discussed at the above meeting.
- Knotweed has been confirmed on Woodcote Lane and will be dealt with.
- Woodcote Lane retaining wall. WCC is exploring the ownership of this wall through its solicitors.

5.4.2. Other (Clerk)

- Tink-a-Tank maintenance – This is not too bad at the moment, as it appears someone may have cleared some of the weeds.

*Clerk and Cllrs to monitor situation and get quotations for this and other issues over the summer.*

**6. County and District Councillors' reports**

6.1. Warwickshire County Council

- Improvement works at the bus stop/recreation ground entrance – WCC is arranging for the contractor to return to the site and inspect the damaged tarmac and bollard and carry out necessary repairs.
- Cllr Redford brought a number of bags containing leaflets for various services for distribution.

The Chairman raised the issue mentioned at the June meeting about the 30mph signs at the south end of Leek Wootton being moved to the location of the village sign. He took issue with the WCC Highways statement that the signs were located there at the same time as the village sign, but they pre-date the village signs. He feels there is an argument to be made to move the speed limit threshold to the location of the village sign, because the cycle lane also ends there and it lends itself to become the location for a village gateway.

*C/Cllr Redford to pursue with WCC Highways.*

A question was also raised about who the Council needs to contact about installing the recommended highway signage to make the recreation ground entrance a 'no right turn' when approaching from Kenilworth.

*C/Cllr Redford to investigate.*

6.2. Warwick District Council

- Tower blocks - in the aftermath of the tragic events at Grenfell Tower, the Housing department has been busy inspecting the (relatively few) high rise residences owned by WDC. No major problems have been identified.
- The accounts for the year to March 2017 have been closed, with a surplus of over £400,000. This surplus has been transferred mostly to the Leisure reserve, given the problems and consequent delays caused by utility companies and their subcontractors during development work at our leisure centres in both Leamington and Warwick.
- Work continues concerning the relocation of WDC offices and the redevelopment of the existing site. With the planning process about to get underway, expect to hear more on this subject over the next few weeks.
- Our new Housing & Development portfolio holder (Cllr Alan Rhead) is keen to make progress concerning the provision of a Gypsy & Traveller transit site, given the higher levels of unauthorised encampments being experienced throughout the county. All parish council Chairs are due to be invited to a meeting to discuss the issue later in the year.

Cllrs Kirkwood and Smith asked about the size of the surplus and why it was being transferred to the Leisure reserve, when the delays were caused by Severn Trent Water. D/Cllr Gallagher responded that it was transferred to the Leisure reserve to ensure the ongoing redevelopment projects do not falter; responsibility and compensation for delays will be dealt with later. D/Cllr

	Gallagher referred questions about the size and reason for the surplus to D/Cllr Whiting.
<b>7.</b>	<b>Warwick District Council: Replacement of bins</b>
7.1.	No progress since June meeting. The working group will arrange to complete the final two installations (School and Church Lane) shortly. Once the bin has been installed outside the school, the Clerk will write to The Warwickshire Golf & Country Club to offer to install a matching bin to replace the current dog waste bin on the driveway, which is heavily used and often full.
<b>8.</b>	<b>Planning</b>
8.1.	To note planning decisions made: <ul style="list-style-type: none"> <li>W/17/0764: 2 The Elms - Erection of single storey rear extension – <u>no objection</u> (Sent 31/05/2017) – WDC Decision: GRANTED</li> <li>W/17/0780: Cedar Lodge, Warwick Road - Replacement of a flat roof to the front elevation with a pitched roof &amp; erection of an oak framed open porch – Highlight planning history <u>no objection</u> (Sent 31/05/2017) – WDC Decision: GRANTED</li> <li>W/17/0659 &amp; 0900LB: The Old Post House, Warwick Road - Erection of a single storey rear conservatory following demolition of existing conservatory – <u>no objection</u> (Sent 08/06/2017) – WDC Decision: GRANTED <i>Cllr Eldridge to contact Mr Commander and accept his invitation to view the completed development once completed.</i></li> </ul>
8.2.	A report on the progress of current planning applications: <ul style="list-style-type: none"> <li>W/17/1024: 22 Quarry Close - Demolition of existing rear extension and construction of one and two storey side and rear extensions – Understand applicant now owns adjoining land NO OBJECTION (Sent 02/07/2017)</li> </ul>
8.3.	To consider new planning applications: <ul style="list-style-type: none"> <li>NONE</li> </ul>
<b>9.</b>	<b>Neighbourhood Development Plan</b>
9.1.	Report on progress The NDP is ready for submission and was informally submitted to WDC Planning Department at a meeting on afternoon of 11 July 2017. Will await WDC response and recommendations before formal submission.
9.2.	Kenilworth Neighbourhood Development Plan It has come to the attention of the Parish Council, on reviewing the Kenilworth Neighbourhood Development Plan, that an area of land has been incorporated in the plan that is within the boundary of the Leek Wootton & Guy's Cliffe Civil Parish. Cllrs Eldridge, Kirkwood and Smith have raised this issue with the Local Plan Inspector's Office and WDC planning and met with Tony Ward at WDC. This area of land has been identified for Sports use within DSNEW4 under the modifications to the Local Plan, but at no stage was this discussed directly with or drawn to the attention of the Parish Council. It was not discussed during the Inspector's Hearing when the adjoining land around the Cricket Ground (H41) was considered by the Inspector. We await information from WDC on the timing of this area being brought into the consideration of the Local Plan and when it was considered before the public and the inspector. WDC advised that Sports Use is considered appropriate within the Green Belt but the PC are concerned that such a use of this area with vehicle access off

Warwick Road, car parking, changing facilities, floodlighting etc would be unacceptable.

Formal representation will be made by the Parish Council to the Kenilworth NDP criticising the inclusion of land in our parish during the formal consultation period when we receive a response from WDC.

**10. Finance**

10.1. Annual return for the year ended 31 March 2017 – **Item included on the agenda in error**

10.1.1. The annual governance statement was approved and signed at the June 2017 meeting.

10.1.2. The annual accounting statement was approved and signed at the June 2017 meeting.

10.2. Financial Report for July 2017

10.2.1. The financial report was noted.

10.2.2. The following payments were approved:

• Fairways	June maintenance	£ 295.20
• H N Eldridge	Clerk's expenses	£ 34.50
• Cllr Kirkwood	Expenses (Bin installation)	£ 27.42
• Cllr Coates	Expenses (signage)	£ 47.40
• Cllr Eldridge	Expenses (Bin installation + stamps)	£ 43.71

A new expenses form is to be used for Councillors when claiming.

*Clerk will issue instructions for using the form in due course.*

10.3. Online banking

Online Banking has been approved by the bank. The Council proposed and agreed a £1,000 limit on online payments and Cllr Coates to be given access to view the account online.

**11. Correspondence for information**

The following items of correspondence were discussed.

- Email from resident regarding parking across pavement at top of Hill Wootton Road. Combined with overgrown plants, elderly resident had to pass the vehicle in the road. [The householder has pruned the trees/bushes]

**12. Councillors' Reports and items for future agenda**

- Cllr Smith has been informed by a resident that the trees belonging to Warwickshire Police next to the Tink-a-Tank footpath have been cut back.
- A number of residents, including Cllrs Coates and Smith have experienced low water pressure at certain times. Cllr Kirkwood suggested that issues be reported to STW as and when they occur, so that STW has a log of issues and times to which to respond to.

<b>13.</b>	<p><b>Date of next meeting</b></p> <p>The next meeting is scheduled for 7:30pm on Tuesday, 12 September 2017 in the Committee Room, Leek Wootton Village Hall.</p>
<b>14.</b>	<p><b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b></p> <p>14.1. Personnel issues. None</p> <p>14.2. Legal issues. None</p>

Signed: Colin Smith (Chairman)

Date: 12 September 2017