



Minutes of the Parish Council meeting held on Tuesday, 12 September 2017, in the Committee Room, Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates, Eassom, Eldridge, Knott and Moore, D/Cllrs Gallagher and Whiting and the Clerk

<b>1.</b>	<b>Apologies</b> Apologies received from Cllrs Kirkwood and Tunkle and C/Cllr Redford. The Chairman welcomed Cllr Moore after his recent illness.
<b>2.</b>	<b>Declarations of Interest</b> None
<b>3.</b>	<b>Public Participation</b> None
<b>4.</b>	<b>Minutes</b>  4.1. The minutes of the meeting held on 11 June 2017 were approved and signed by the Chairman.  4.2. Matters Arising from these minutes. Item 12. Water pressure issue in Leek Wootton has improved. The Chairman has spoken to a Severn Trent Water workman advised that STW wishes to install a new valve to prioritise the village water supply over that to The Warwickshire. Cllr Moore added that contrary to Leek Wootton, the water pressure in Hill Wootton is very high.
<b>5.</b>	<b>Progress Reports for information</b>  5.1. The Playground (Cllr Coates) RoSPA inspection is due in September. A contractor will be cutting back the laurel hedge at the Quarry Close end of the playground. This will reduce it to manageable size for PC working parties to maintain in future years. The same contractor will be cutting back the hedgerow at the WI Garden as well.  5.2. Leek Wootton War Memorial Recreation Ground (Cllr Eassom) Car Park - Time-motion filming will not be possible due to tree foliage blocking views of the car park. This evidence is required to be included in the planning application and will be satisfied with still photographs taken on busy days. Further to correspondence from neighbours regarding concerns about traffic issues around the entrance to the recreation ground, the Chairman and vice-Chairman met with the neighbour and explained the PC position and projected improvements to the car park.  5.3. Community Engagement / Events: 5.3.1. Village Quiz – The PC will field a team at this event. 5.3.2. Research for the Parish Directory 2018 will be undertaken by the Clerk. To be distributed with the December issue of the Link. 5.3.3. 2018 Battles Over (Remembrance). The Parish Council has agreed to take part in the National beacon lighting on 11 November 2018 to commemorate the centenary of WWII Armistice. This was brought to the attention of the Councillors. The Clerk advised that discussions about Church services on that date are to commence shortly and that the PC will need to organise plans as well. Suggested location for the beacon lighting would be Stone Edge field.

- Clerk to include information in the next issue of *The Link*.
- Clerk to write to landowners of the field to explore possibilities. If the field will be available, *The Warwickshire* should be approached next.

5.4. Community Maintenance:

5.4.1. WCC Highways (Cllr Kirkwood)

- WI Garden – WCC Highways response The WI Garden is not marked as public highway so we are not in a position to be able to help with this issue. It might be possible for the Parish Council to contact the Probation Service direct and ask them to do the work. The PC has now arranged for a contractor to cut back this hedge (See item 5.1)
- The section of Warwick Road Road near the Old School was last jetted on 22 May of this year and the whole system runs well. There were no reports of any broken or blocked pipes so it is working to the capacity it was designed for. I will see if there is anything we can do improve the situation.
- The overhanging tree by the 30mph sign as you enter Leek Wootton near Spinney House has been cut back, but WCC Highways will have a look at the footway between the village and Broad Lane Leisure and arrange to get the vegetation cut back.

5.4.2. Other (Clerk)

- Woodcote Lane beech hedge – WDC advised that work on this hedge had been delayed, but should have been carried out in the first week of September. This has not been done.  
*Clerk to ask WDC for an update and reiterate importance that the bramble be removed from the hedgerow.*
- Correspondence has been received about the vegetation that is grown over and obstructing the footpath south of the school. Further to WCC Highways' suggestion about asking the Probation Service to undertake work, it was decided to ask them to clear this vegetation.  
*Clerk to contact the Probation Service.*

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

6.1. Warwickshire County Council (Report provided via email and read in C/Cllr Redford's absence)

1. No right turn sign on Warwick Road when approaching from Kenilworth into the recreation ground. Following discussions with the Road Safety Officer, agreement was reached for this sign to be provided by WCC funded from my Members Delegated Budget.  
After some discussion the Council proposed a NO RIGHT TURN sign be installed on the Warwick Road southbound opposite the recreation ground access ramp. It was agreed that the sign should include "TO RECREATION GROUND" or "TO VILLAGE HALL" to make it clear where the no right turn refers to (i.e. does not apply to residential driveways nearby or Woodcote Lane).  
**It was agreed unanimously that installation of a no right turn roundel and signage as required would be requested of the Highways Authority.**  
Regarding the question of a no left turn on exiting the recreation ground, as the sign would be erected on private property, the WCC would not be able to provide funding.
2. I have again discussed with the Road Safety Officer the question of relocating the 30mph sign at the south end of the village to the location of the village sign, unfortunately with no success.
3. For the information of the PC, I have received a request regarding a reduction of the speed limit on the Warwick Rd or some form of traffic

calming. I must confess I am not very hopeful of any success as I have already raised the issue of reducing the speed limit, but I will pursue the issue. I have informed the correspondent that I will get back to them as soon as possible.

6.2. Warwick District Council

- Local Plan to be approved at Executive and Council meeting on 20/09/2017. Community Infrastructure Levy (CIL) details to follow. There was a discussion about the Judicial Review that is being proposed by a number of Parish Councils (see item 9.2)
- Leisure Centres are over-budget and delayed, but some facilities have opened ahead of schedule.
- Car parking in Leamington may become an issue over coming months due to demolition of Covent Garden car park for construction works to begin on new District Council offices.
- Finance the Council is in slight surplus
- Gypsy & Traveller sites – meeting arranged for 14/09/2017. Cllrs Smith and Coates will attend.

7. **Warwick District Council: Replacement of bins**

7.1. The bins have now been fully installed and comments by residents have been complimentary. An account of the project is provided below:

Account as at Completion of Project (12/09/2017)

In		Net	VAT	Gross
Grant (WRW Community Forum)	15/02/2017			<u>1,000.00</u>
Out				
Expenses, Cllr Coates (17)	16/06/2017	41.83	8.37	50.19
Wybone (14/14b)	29/06/2017	1,540.16	308.03	1,848.19
Expenses, Cllr Eldridge (25)	17/07/2017	9.02	1.80	10.82
Expenses, Cllr Kirkwood (26)	20/07/2017	22.85	4.57	27.42
Expenses, Cllr Smith (30)	12/09/2017	33.74	6.75	<u>40.49</u>
		1,647.60	329.52	<u>1,977.11</u>
Gross cost of project				1,977.11
Less Grant			1,000.00	977.11
Less VAT to be reclaimed			329.52	<u>647.59</u>
Total cost to LW&GC Parish Council				<b><u>£647.59</u></b>

A resident has commented on the poor condition of the WDC-owned litter bin in the northbound layby on Warwick Road. The Clerk has asked WDC whether this can be replaced, but has been advised that these are not replaced on request and *if* they are replaced, this is on a strict rolling review schedule.

The Clerk has asked WDC to confirm whether it owns the dog waste bin on The Warwickshire Golf & Country Club land before making an offer to install a matching bin.

*Clerk to follow up inquiry with WDC.*

8. **Planning**

8.1. To note planning decisions made:

- W/17/0659 & 0900LB: The Old Post House, Warwick Road - Erection of a single storey rear conservatory following demolition of existing conservatory – No objection (Sent 08/06/2017) - GRANTED
- W/17/1024: 22 Quarry Close - Demolition of existing rear extension and construction of one and two storey side and rear extensions –

Initial: CS

Understand applicant now owns adjoining land – No objection (Sent 02/07/2017) - WITHDRAWN

- 8.2. A report on the progress of current planning applications:
- W/17/1316: Avenue Lodge, North Woodloes - To retain the existing 16 solar panels in the field which is adjacent to Avenue Lodge. Approximate dimensions 10 x 5 x 1.2 metres high (0.005ha) – NO OBJECTION (Sent) [This application has now been granted]
- 8.3. To consider new planning applications:
- W/17/1519: 28 The Hamlet - Proposed single storey front extension with pitched roof over existing garage and two storey side extension – NO OBJECTION (Sent)

Cllr Eldridge expressed concern that responses to a number of planning applications have been low. In the past, the view has been taken that no response means no objection, but it would be best practice to have a decision or comment from every councillor. Whilst this may only require Cllrs to return 'no objection', the Clerk suggested that applications be circulated via email with 'voting buttons' for ease of response and these could be logged against each application.

*Voting buttons to be trialled with upcoming planning applications.*

## **9. Neighbourhood Development Plan**

- 9.1. Report on progress  
Consultation on the NDP is ongoing 01/09/2017 until 16:45 on 13/10/2017. When it comes to the referendum, there will be a public awareness campaign required (i.e. door knocking).
- 9.2. Warwick District Local Plan  
As mentioned in Item 6.2, the local plan is to be approved at Executive and Council meeting on 20/09/2017.  
Cllrs Coates and Eldridge attended a preliminary meeting with a number of Parish Councils that are considering a judicial review of the local plan. A discussion followed about the aims of this campaign and how the Council wishes to respond to the invitation to take part and financially contribute to the expenses of the review. The Council agreed not to take part or contribute to the financial review.
- 9.3. Kenilworth Town Development Plan (KTDP)  
Further to the issue of a field within LW&GC PC being included in the KTDP, Cllrs Eldridge, Kirkwood and Smith met with Kenilworth Town Councillors to express the PC's concerns and proposed a roundabout that would serve Wootton Grange, the new housing development and an access road for Kenilworth Rugby Club. KT/Cllrs appeared to view this proposal favourably.  
Richborough Estates has published its prospective plan for 135 homes on the land bordering LW&GC PC (the KTDP allocates 90 homes on this land).

*The PC will write to Richborough Estates to propose the roundabout be introduced to its plan.*

## **10. Finance**

- 10.1. Financial Report for September 2017
- 10.1.1. The financial report was noted.
- 10.1.2. The following payments were approved:
- |                 |  |   |        |
|-----------------|--|---|--------|
| • Fairways      | Aug & Sep maintenance                  | £ | 590.40 |
| • H N Eldridge  | Clerk's expenses                       | £ | 24.00  |
| • Cllr Smith    | Expenses (Bin installation & website)  | £ | 59.10  |
| • Cllr Eldridge | Expenses (Office & Land Registry docs) | £ | 35.89  |

- YouTree Printing Printing of *Bulletin...* £ 41.44

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

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

- Expenses Form  
The expenses form was approved and is to be used by Councillors when claiming expenses in future.  
*Clerk to circulate the new expenses form via email.*
- Online Banking  
The Clerk has provided Cllr Coates with access information for the Council's online banking.

**11. Correspondence for information**

The following items of correspondence were discussed.

- 16/08/2017 – Email from resident regarding tree works in Rouncil Lane [circulated via email on same date]

This issue was raised by a resident when marks appeared on 50 or so trees in Rouncil Lane. Whilst the area in question is outside of the PC jurisdiction, D/Cllr Gallagher confirmed that all trees now have TPOs. Any necessary works or felling will now require permission.

- 04/09/2017 – Email from WCC re Home to School Transport Consultation [circulated via email on same date]

Cllr Knott explained that the online information states route to Kenilworth "would be safe with capital work". Once the route is declared safe the bus service to Kenilworth School would cease.

*Cllr Knott to inquire about what capital work is required.*

It was observed that an improved cycle/walking route is proposed in the Kenilworth Town Development Plan, which includes a route away from the Warwick Road (behind the hedgerows), through the proposed Thickethorn development to the new school site. However, these routes will be some time away from being useable.

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

- Cllr Eassom will be standing down from the Community Forum Committee. Cllr Coates expressed an interest in attending future meetings, but is unable to attend the meeting on 28/09/2017.  
*Cllr Knott will attend this meeting subject to availability.*
- Cllr Smith asked whether the D/Cllrs had any information about when the works at Stanks roundabout (A46) will begin. They did not have any information. [According to the Stanks Island page of the WCC website ([www.warwickshire.gov.uk/stanksisland](http://www.warwickshire.gov.uk/stanksisland)), "The original programme has been delayed and works are now expected to start on site this Winter." Update on 12/09/2017.]

**13. Date of next meeting**

The next meeting is scheduled for 7:30pm on Tuesday, 10 October 2017 in the Committee Room, Leek Wootton Village Hall.

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| <b>14.</b> | <b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b> |
| 14.1.      | Personnel issues.<br>None   |
| 14.2.      | Legal issues.<br>None   |

Signed: Colin Smith (Chairman)

Date: 10 October 2017

Initial: CS