



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 5 March 2019,
in the Committee Room, Leek Wootton Village Hall

Present: Councillors Eldridge (acting Chairman), Eassom, Kirkwood, Knott, Maisey, Tunkle and the Clerk

1.	<p>Apologies for absence</p> <p>Cllrs Coates and Smith, C/Cllr Redford</p>
2.	<p>Declarations of Interest</p> <p>None</p>
3.	<p>Public Participation</p> <ul style="list-style-type: none"> • None
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 5 February 2019 were approved and signed.</p> <p>4.2. Matters arising not on agenda:</p> <ul style="list-style-type: none"> • Horse Fair – Cllr Eldridge reported on telephone conversation with D/Cllr Whiting about Warwick District Council and the Police’s concerns about rumours that the Kenilworth Horse Fair may relocate to a location in this parish. A discussion followed about the permission requirements for holding such an event. <p style="text-align: right;"><i>Cllr Eldridge to inquire about progress and also the process for events.</i></p>
5.	<p>Election: Thursday, 2 May 2019</p> <p>The Clerk has circulated information about the elections and candidates’ nomination packs will be available from WDC offices from Monday, 11 March 2019. Nomination forms to be submitted to WDC by 4pm on Wednesday, 3 April 2019.</p> <p style="text-align: center;"><i>Nomination forms to be returned to the Clerk by 31/03/2019</i></p> <p>It was noted that Cllr Smith has resigned by email as Chairman. The Council expressed its gratitude for his work and hopes that he will be able to continue as a Councillor.</p> <p style="text-align: center;"><i>Cllr Coates to act as Chairman until Elections</i></p> <p>Cllr Eassom stated that he is considering not standing for another term.</p> <p style="text-align: center;"><i>Notice of election for this election will be published on Tuesday 12 March 2019. This will be advertised on parish notice boards, website and in The Link.</i></p>
6.	<p>Housing Needs Survey</p> <p>WRCC has inserted 3 new questions to cover the question about design considerations in the Housing Needs Survey. The final survey has now been approved. However, WRCC was unable to produce printed survey forms in time for the March issue of The Link. It will be circulated with the April issue of <i>The Link</i>. There will also be an online survey form.</p>
7.	<p>Progress Reports for information</p> <p>7.1. Playground (Cllr Coates)</p> <p>Bark is due for delivery at end of March, but no set date received. Councillors to spread bark when it is delivered. It is preferable to pay for the bark in the 2018/19 financial year (i.e. before 31/03/2019).</p>

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Invoice to be given to Clerk for immediate payment on delivery.

Cllr Coates to advise delivery date and date for working party.

Resurfacing inside goal mouth – Cllr Eldridge presented a quotation from a contractor to resurface this area. Cllr Coates approved by email.

A discussion followed about the precise location of the works and the decision to approve was deferred for further discussion when Cllr Coates is present.

7.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates / Cllr Eassom)

Cllr Eassom explained the ongoing issue with the quotations received. Revised submissions are being managed by the architect and LWVH.

Cllr Coates reported via email that a Lottery application for £80K has passed the first 'is it a runner' hurdle and we have been invited to submit a full application. He has been given the name of an advisor who will take us through the process. Once completed it will go forward to the general committee.

A discussion followed about VAT and contract details.

Cllr Coates to discuss concerns over VAT and ask for advice too on which body should head up the application with Lottery advisor when he returns from holiday

7.3. Community Engagement:

7.3.1. 15/04/2019: Annual Parish Assembly

There was a discussion about the format of the APA. It was agreed that, once announced, all candidates for the positions of District Councillor for the new Cubbington & Leek Wootton Ward should be invited to meet residents.

No other speaker(s) were proposed, but it will be an open forum.

It was decided that there will not be as large a spread of food as 2017 and 2018. Drinks, crisps and sausage rolls are proposed.

7.3.2. 15/06/2019: LW&GC Parish Summer Fête

The first planning meeting has been moved to Tuesday, 12 March at 7:30pm at the Sports Club.

7.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

Roadsweeping has been carried out (04/03/2019). Leaves have not been removed from the southbound bus stop. A discussion followed about whether this is the responsibility of Contract Services. Cllr Kirkwood and Clerk to investigate. Cllr Eassom volunteered to clear the leaves on this occasion.

Waller Close street sign has been reattached

Jetting – it is not known whether the jetting order has been carried out [UPDATE: Hill Wootton Road under A46 overpass was flooded 06/03/2019]

50mph signs on Hill Wootton Road are back up. A discussion followed about the purpose of this signage when it was pointed out that, without signage, the speed limit reverts to the national limit of 60mph.

The Clerk inquired about the missing Leek Wootton sign on Hill Wootton Road and has been advised that a replacement sign will be installed in due course.

- Grounds Maintenance Contract

A discussion took place.

Clerk to contact Perennial Landscapes to ask when work will recommence

- Other (Clerk)

Hedge Cutting – The Clerk confirmed with C/Cllr Redford that the hedge cutting is on the schedule for Community Payback to carry out this job in late February, but no sign of work has taken place before hedge cutting ban [UPDATE:

Confirmation: "You must not do any work which might harm nesting birds or

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destroy their nests. You'll usually find nesting birds during the main nesting and breeding season from 1 March to 31 August."

(<https://www.gov.uk/guidance/countryside-hedgerows-regulation-and-management>)]

Clerk has informed Head Teacher and will inform as any further information is received.

Cllr Maisey relayed concerns from residents of Hill Wootton about traffic 'rat-running'. Cllr Kirkwood advised them to review traffic calming ideas in the Neighbourhood Plan. These include making Hill Wootton Road one-way between Hill Wootton and Blackdown. These are not guaranteed to be agreed by WCC Highways and any such change would require a poll of residents. Discussion followed including the idea of a 'no right turn' at the junction of Hill Wootton Road/Leamington Road. [Note: This junction is not within this parish.]

8.	County and District Councillors' reports	
8.1.	Warwickshire County Council	No report
8.2.	Warwick District Council	No report received
9.	Planning	
9.1.	To note planning decisions made: <ul style="list-style-type: none"> • None 	
9.2.	A report on the progress of current planning applications: <ul style="list-style-type: none"> • None 	
9.3.	To consider new planning applications: <ul style="list-style-type: none"> • None 	
9.4.	<p>Cllr Eldridge updated the Council about the sale of Woodcote. The agents have advised that "A good level of interest was received following the tender deadline on the 8th February. [...] In this respect, it is likely that a number of parties will be shortlisted and asked to submit a 'Best and Final' bid. It is hoped that the preferred purchaser will be identified by the end of March 2019."</p> <p>Rumours have been reported to a number of Councillors that the Police are planning to move back in to Woodcote.</p> <p>A discussion followed.</p> <p style="text-align: center;"><i>Cllr Eldridge to inquire of the OPCC whether there is any truth to this rumour.</i></p>	
10.	Finance	
10.1.	The Financial Report for March 2019 was noted.	
10.2.	The following payments were authorised:	
	Vch 111: Refund (stamps)	£ 33.99
	Vch 112: Clerk's Expenses (FEB)	£ 12.00
11.	Parish Council Administration	
11.1.	<p>Replacement Computer</p> <p>The proposal to replace the PC laptop was approved, with the exception of purchasing KnowHow Cloud, when the PC already has OneDrive with Office 365. Advised to add the purchase of transfer software.</p>	
12.	Correspondence for information	
12.1.	Noted	

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13.	Councillors' Reports and items for future agenda
13.1.	Cllrs Kirkwood & Eldridge and the Clerk attended a CIL Briefing at Warwick, which provided helpful information.
13.2.	Cllr Knott asked what the progress is with knee-rail fencing being installed in front of the memorial stone and trees on the recreation ground. This is currently on hold until car park works are confirmed. Cllr Eassom noted that the drive-through area to the official overflow parking area is often blocked by parked cars – could something be done to make drivers aware that they should not park there, e.g. yellow hatching. At the time that knee-rail fencing is installed, the area will also require re-seeding and trees could be thinned.
14.	Date of next meeting
To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 2 April 2019 at Leek Wootton Village Hall.	
15.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
15.1.	Personnel issues – None
15.2.	Legal issues – None

Signed: Richard Coates (Chairman)Date: 02/04/2019Initial: RC