



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 2 April 2019, in the Committee Room, Leek Wootton Village Hall

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

1.	<p>Apologies for absence</p> <p>D/Cllrs Gallagher and Whiting, and C/Cllr Redford</p>
2.	<p>Declarations of Interest</p> <p>None</p>
3.	<p>Public Participation</p> <ul style="list-style-type: none"> No public present
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 5 March 2019 were approved and signed.</p> <p>4.2. Matters arising not on agenda:</p> <ul style="list-style-type: none"> Cllr Coates raised the matter of planning application W/19/0322 (Land on East Side of Warwick Road, Kenilworth) and whether the Council should begin to use "contravention of the Neighbourhood Plan" as grounds when commenting on planning applications. <p>A discussion followed about this and the planning application itself. It was agreed that the Neighbourhood Plan (which was 'made' in May 2018) should be used when appropriate to comment. The Clerk commented that the issue of the WDC Planning Portal showing the LW&GC Neighbourhood Plan as "Not available" has been raised with Development Services, WDC, with the response that it has been passed to the web development team. It was agreed that this issue should be raised with both the Head of Development Services and the Chief Executive of WDC.</p> <p><i>Clerk to contact both</i></p>
5.	<p>Future of Woodcote (former Police HQ)</p> <p>Cllrs Coates, Eldridge and Kirkwood attended a meeting called by the Police & Crime Commissioner on Friday (29/03/2019), during which they were informed that the sale of Woodcote (former Police HQ) was to be halted and the property will be retained by the Police and re-designated as Warwickshire Police HQ. A letter was issued, of the same date, and circulated to all Councillors (attached as Appendix A).</p> <p>Additional discussion at the meeting was reported as follows:</p> <ul style="list-style-type: none"> There had been 13 expressions of interest in the sale of the site Police will retain Woodcote and are forming a 10-year plan to redevelop it within a £110 million pa policing budget The Chief Constable and officers are pleased with this decision Police will retain everything except the paddock and tennis courts (60 houses?), which will be sold to a developer Traffic flow should not be any worse than anticipated under the old master plan The control room will move to Warwick, with largely admin staff left at Woodcote. However Armed Response and the Dog Section will remain and IT will be enhanced The PCC is open to developing a protocol with the Parish Council on the use of lights and sirens within Leek Wootton.

Initial: RC

- A number of the existing buildings will be re-occupied. There may be some further housing development along the driveway towards North Lodge
- Investment will be made into the manor house to make it safe, particularly the roof and a survey is currently being undertaken
- There will be further recruitment of Police personnel (up to 200) by October, with many of these new staff being located at Woodcote.
- Woodland is to be retained at this stage. The suggestion being that The Lunch (north side of Woodcote Lane) may be sold off in the future
- The playing fields are to be retained. It was observed that the playing fields would be beneficial for community use. The PCC agreed that there may be potential for an arrangement with the Sports Club

Unofficial use of The Lunch by the public

- Cllr Kirkwood raised the issue of the use of police-owned land by the public. The police are aware that encounters on police land between the public and police dog handlers have occurred. There are no designated public footpaths on police land and with the Dog Section continuing to be located on site, the Dangerous Dogs Act may well require the police to enforce their boundaries more visibly.

To increase public knowledge of this an article is to be included in the next issue of The Link

A discussion followed.

It was agreed that a meeting with the Head of Development Services, WDC, would be beneficial to discuss the implications of the withdrawal of over 50% of the potential development site in the Local and Neighbourhood Plans.

It was also agreed that further clarity should be sought from the Police as its re-development plan takes shape. This announcement related the immediate ideas of the Police and PCC to be implemented before the split from West Mercia in October.

6. **Election: Thursday, 2 May 2019**

All 8 Councillors' nomination papers have been delivered and confirmation of eligibility letters have been received by the candidates.

An election will be triggered if further candidates are nominated before 4 April deadline. The Clerk will be notified of final candidate numbers after the nomination deadline has passed. If there are no further candidates are nominated, the Council will be confirmed as an uncontested election.

Cllr Eassom explained that, due to his long-term plans to leave the parish, he is to resign from his official roles with Leek Wootton Village Hall Ltd, but will remain on the Committee as PC liaison until he leaves the community.

7. **Housing Needs Survey**

These were sent out with the April issue of *The Link*.

8. **Progress Reports for information**

8.1. Playground (Cllr Coates)

Woodchip – to be delivered on Tuesday, 16/04/2019 at 10:00am. This is for delivery only, therefore, please can a workforce be assembled to spread it.

Clerk to provide paddock key.

Clerk to place a notice asking that no-one parks in the vicinity of the paddock gate that morning to allow for access.

Goalmouth – work has been carried out

Zipline – Cllr Knott reported that the zipline is stuck. The designer of the equipment has agreed to inspect and repair as required. Awaiting further information.

Swing shackles – Cllr Tunkle confirms that these can be sourced at £5 per shackle, but the current ones are approx. 5 years old and should last 15-20 years.

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

Initial: RC

The £80,000 grant application to the Lottery Fund is being put before the Committee. Cllr Coates has been reassured that it is a good bid, but bearing in mind that the National Lottery is currently favouring people-based projects over capital works projects, its success is not guaranteed. Should hear by mid-April.

Amendments of quotations, etc., are going ahead. All prospective contractors are being kept informed and have confirmed that they are still interested in the project.

8.3. Community Engagement:

8.3.1. 28/05/2019: Annual Parish Assembly

Mr Seccombe, PCC for Warwickshire, has expressed an interest in attending the APA, at the PC's invitation. The Council agreed that it will invite Mr Seccombe to attend and publicise the event accordingly. Mr Seccombe suggested that he may bring a Senior Police Officer along, but the Council expressed concern that this may divert the purpose of his presence to general criticism of Police policies, rather than community engagement about the Police HQ.

The new District Councillors will also be invited. Outgoing D/Cllr Gallagher will not be able to attend.

The Clerk has invited community organisations to submit written reports and will present these, rather than inviting organisations to speak. The APA is a statutory public meeting for the electorate to speak, so if any member of the community wishes to speak, they have a right to do so.

In addition, the Clerk has spoken to volunteers at Guy's Cliffe, who are working on restoring the gardens, inviting them to speak and tell people about the progress they have been making.

Clerk to send formal invitation to Mr Seccombe

Clerk to promote the APA in the May issue of The Link

8.3.2. 15/06/2019: LW&GC Parish Summer Fête

First planning meeting held on 12 March attended by Cllr Eassom and the Clerk. Initial plans in place. Next planning meeting to be held on 30/04/2019, 7:30pm at the Sports Club.

The Clerk has been forwarded a quotation from the sound suppliers, which shows an increase from £256 last year to £321 (ex VAT). The sound system worked well last year and the same setup is required for this year. The Council agreed that it would pay for the sound system, but would be grateful to see competitive quotations if possible.

Clerk to contact Chairman of the Parish Summer Fête Planning Group to relay this decision and request comparative quotations

8.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

A number of flooding issues around the parish, including outside the old school, under the A46, etc. Cllr Kirkwood has received no further information about the jetting orders to be carried out by WCC Highways.

Cllr Maisey reported that there has not been a repeat of the flooding in Hill Wootton, which would indicate that the recent drainage works were successful.

Cllr Eldridge reported graffiti on the A46 underpass bridge and asked whose responsibility this will be (Highways England or WCC Highways). Cllr Kirkwood to investigate.

- Grounds Maintenance Contract

Not aware whether the 2019 visits have begun yet. The Clerk has contacted Perennial Landscapes for confirmation of next maintenance visit.

Clerk to chase response

- Other (Clerk)

Initial: RC

'Fly-tipping' in Woodcote Lane. Cllr Kirkwood has responded to a complaint by a resident of alleged fly-tipping on Police-owned land. The responsible party has agreed to remove the items.

Cllr Kirkwood to monitor this issue

9. County and District Councillors' reports

- 9.1. Warwickshire County Council
None
- 9.2. Warwick District Council
None

10. Planning

10.1. To note planning decisions made:

- None

10.2. A report on the progress of current planning applications:

- W/19/0322 - Land On East Side Of, Warwick Road, Kenilworth, WV8 1FE – Deadline 29/03/2019 – OBJECT – Sent to WDC Planning 26/03/2019 (cc Kenilworth Town Council) & WCC Traffic & Road Safety Group informed. A discussion followed, further to discussion under Item 4.2 and it was agreed to discuss this with WDC Planning.

10.3. To consider new planning applications:

- W/19/0164 - 1 The Elms, Leek Wootton, Warwick, CV35 7RR - Erection of single storey rear extension – Deadline 04/04/2019
The PC has contacted WDC Planning to point out that the addition is located on the front elevation of the building on the plans, not the rear. With this exception, the PC has no objection

No objection comment sent 03/04/2019

- W/19/0338 - The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT – Application for approval of reserved matters pursuant to outline permission W/17/1923 for the erection of five dwelling - Deadline 16/04/2019

This application is for approval of the reserved matters in connection with condition 1 of the earlier outline consent granted in 2017. A discussion followed about the size (5x 4-bed) and style of the proposed houses. It was decided that the PC will comment, making reference to the Neighbourhood Plan.

Cllr Eldridge to draft and circulate a proposed response

- W/19/0393 - 13 Woodcote Drive, Leek Wootton, Warwick, CV35 7QA - Single storey side extension and two storey rear extension with new porch – Deadline 15/04/2019

Whilst this proposed extension is large, it will not be out of keeping with other properties on Woodcote Drive. The PC therefore has no objection

No objection comment sent 03/04/2019

Due to the number of issues related to planning throughout the meeting, it was decided that a meeting with Mr Barber, Head of Development Services, WDC, would be constructive.

Cllr Eldridge to arrange a meeting with Mr Barber and Councillors

11. Finance

- 11.1. The Financial Report for April 2019 was distributed. The Council will be given the opportunity to consider the report before approval at the May meeting. The Clerk drew the Council's attention to the two payments for approval, which are both included in the annual budget and will therefore be paid.

Initial: RC

11.2.	The End of Year Financial, Budget and Funds Statements were also circulated for consideration before approval at the May meeting.
12.	<p>Parish Council Administration</p> <p>Replacement Computer</p> <p>The replacement laptop and equipment have been purchased and a final Financial Statement was circulated to all with the agenda.</p> <p>Various items were purchased for different amounts than the approved statement circulated in March. This was due to the original laptop no longer being available, the software bundle quoted not being purchased, as per instruction, etc. The final statement is lower than the proposed purchase costs.</p> <p>In addition, the Clerk had trouble with setting up the email accounts and incurred the additional expense of a consultant, with approval from the Chairman. This was an additional £80.</p>
13.	<p>Correspondence for information</p> <p>13.1. None</p>
14.	<p>Councillors' Reports and items for future agenda</p> <p>Cllr Eldridge asked whether it would be advantageous to consult with The Woodland Trust about 'The Lunch' woodland. Cllr Smith advised that the slopes of the Cattle Brook are an SSSI and the brook is a registered site. Registered sites to be confirmed.</p>
15.	<p>Date of next meeting</p> <p>To confirm the date of the next meeting which is the Annual Parish Council Meeting and is scheduled for 7:30pm on Tuesday, 7 May 2019 at Leek Wootton Village Hall.</p>
16.	<p>To consider the exclusion of the public and press in the public interest for consideration of the following items:</p> <p>16.1. Personnel issues –</p> <p>16.2. Legal issues –</p>

Signed: Richard Coates (Chairman)Date: 07/08/2019Initial: RC



Friday 29 March 2019

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Philip Secombe TD
Police and Crime Commissioner

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Ref: Update on Warwickshire Police's future estate requirements

Dear Councillors,

I am writing to you with an important update regarding a decision on the future of the Warwickshire Police premises at Leek Wootton.

As you will be aware, it has been a plan for a considerable period of time to phase out policing functions at Leek Wootton and to transfer them to other locations within Warwickshire, in line with operational policing needs.

I wrote to you previously informing you that site was being marketed for sale accordingly, with the intention to dispose of it once policing functions had been relocated to other sites in Warwickshire. That marketing process has now been completed with a number of serious bids being received.

However, the intervening period has seen the unilateral decision by the Chief Constable and Police and Crime Commissioner for West Mercia Police to terminate the strategic alliance with Warwickshire Police, with effect from October 2019.

Since the announcement by West Mercia, a team within Warwickshire Police has been working to evaluate all options available to the force ahead of transitioning to its post-alliance future. Throughout this process we have remained open-minded and continue to do so, taking an evidence-based approach to assessing our options, which include delivering services in a standalone manner or collaboratively with West Mercia Police or other partners.

Discussions are continuing with West Mercia Police to determine any areas for ongoing collaboration before finalisation of plans to ensure a smooth transition to the new arrangements once the alliance ends in October 2019.

While at this current time the exact operational model and requirements are under consideration and undecided, it is recognised there is a likely requirement to accommodate additional officers and staff in the future within Warwickshire. With this in mind I have

revisited our estate needs with the Chief Constable and it now makes absolute sense to keep Leek Wootton as part of our force estate. I have therefore decided to halt the sale of the police premises at Leek Wootton and will seek to re-designate it as the force's headquarters in due course.

Leek Wootton is a hugely valuable asset which contains good IT and infrastructure provisions and, although requires some refreshing, it is in a fit and suitable condition to support the force's future estate needs. I fully anticipate that the re-establishing of our headquarters will also include a move by our Chief Officer Team to be based at Leek Wootton in the fullness of time.

It is my intention to sell other parts of the Leek Wotton site not required for policing purposes and these will be marketed to prospective purchasers in due course.

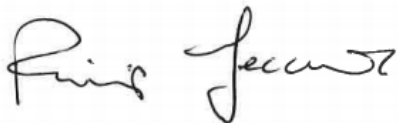
While I appreciate that this represents a change to our previous position, this is wholly as a result of needing to plan for a different future and operational policing requirements to those which had previously envisaged under the strategic alliance.

While we did not agree with the decision to end the alliance with West Mercia, the Chief Constable and I do firmly believe that the opportunities now in front of us will allow us to shape an exciting new chapter in Warwickshire Police's long history.

The decision to halt the sale of Leek Wootton will be announced to the public on Monday morning (April 1) and I enclose a briefing document, which may be of subsequent assistance to you when receiving feedback from the public.

Should you have any questions arising, please do not hesitate to contact my office.

Kind regards,

A handwritten signature in black ink, appearing to read 'Philip Secombe', written in a cursive style.

Philip Secombe TD

Police and Crime Commissioner for Warwickshire