



## Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 7 May 2019, at Leek Wootton Village Hall. Following the Annual Meeting of the Parish Council

**Present:** Councillors Coates (Chairman), Eassom, Eldridge, Kirkwood, Knott, Maisey, Smith and Tunkle, D/Cllrs Redford and Wright, and the Clerk

### 1. Minutes (matters arising)

To consider matters arising from the minutes of the meeting held on 2 April 2019 (approved during the Annual Meeting of the Parish Council).

- Item 4.2 – PC inquired about progress with issue of WDC Planning Portal showing the LW&GC Neighbourhood Plan as “Not available”. Clerk contacted Mr Barber, Head of Development Services, WDC, and Mr Elliot, Chief Executive, WDC, as instructed 23/04/2019, but has received no direct response. Email received from Planning Officer, George Whitehouse, 25/04/2019, giving an IT incident reference no.  
D/Cllr Redford offered to support the PC with this issue.
- Item 14 – Cllr Smith confirmed that the status of the Cattle Brook giving reference SP15Li8F (Grid Reference SP 067 483 to SP 543 779). The report was completed on 07/09/10 by Giles Matthews. The Cattle Brook is described as, “*the River Avon and its Tributaries*”. Local Wildlife Sites cover the river course and its banks to the top of the bank which forms the boundary. The reports are stored at the Local Museum.

### 2. Future of Woodcote (former Police HQ)

A meeting has been arranged with Cllrs Coates, Eldridge and Smith, Dave Barber, Head of Development Services, WDC and Tony Ward, Senior Planning Officer, WDC. This will be an opportunity to discuss the impact of the Police decision to retain Woodcote on the Neighbourhood and Local Plans.

### 3. Housing Needs Survey

Interim report from WRCC states that, “*due to the low response rate (around 16%) I have kept [the survey] open in the hope of catching any stragglers! Initial findings show that there is little need for any new housing – very few completed part 2 of the form in full, but I will let you have exact results ASAP. Socially a need for a local shop!*”

“*Architecturally, most supported brick and tile structures in keeping with the village, but again nothing came to the fore of major importance. On these questions I will let you have all the comments in the report.*”

### 4. Progress Reports for information

#### 4.1. Playground (Cllr Coates)

New woodchip is in place. Cllr Coates thanked the councillors and helpers who barrowed and spread the woodchip into place.

Zip-Wire: A substantial piece of rubber was removed from the equipment. The assessment is that the rubber was not part of the equipment and had been jammed in place on purpose to stop the apparatus from working. Once removed, Cllr Coates assessed the noise it was making – this appears to be excessive due to noise dampeners being missing from the equipment. This equipment has now been disabled and Cllrs Coates and Kirkwood are working with Paul Clarkson to find a permanent solution.

Initial: RC

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

The application to the National Lottery has been rejected. The reason being that NL is not interested in capital projects.

Struggling to find sources of funding that will support car parks. A discussion followed. D/Cllrs suggested looking into the Tesco Plastic Bags Fund and the HS2 Community Benefit Fund, although Leek Wootton may be too far from the HS2 catchment area. The *Spacehive* crowdfunding page has been populated and will be ready when fundraising launches. The PC will also apply to the WDC Rural and Urban Capital Improvements Grants Scheme (RUCIS).

*D/Cllr Wright to provide Tesco Fund information [UPDATE: received 07/05/2019]*

Cllr Smith asked about implementing a gyratory system as soon as possible, including removing lamppost and trees to permit a left turn at the top of the ramp. Cllr Coates will arrange a meeting with the project planning group and suggest this course of action.

4.3. Community Engagement:

4.3.1. 28/05/2019: Annual Parish Assembly

Refreshments will be tea and coffee and snacks.

A discussion followed. It was decided that a list of specific topics that the PC would like Mr Seccombe, PCC for Warwickshire, to cover would be helpful.

*Councillors to send the Clerk a list of topics/specific questions to be compiled and given to Mr Seccombe.*

4.3.2. 15/06/2019: Parish Summer Fête

Latest planning meeting was held on 30/04/2019 and progress is going well.

The Clerk asked Mr Kingston to get comparative quotations for speaker systems. He has reported that others that have visited have not had the equipment to provide the same speaker coverage as 1stintheatre Limited. Leek Wootton Village Hall has given a £100 donation towards Fête costs.

4.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

A46 underpass graffiti (Hill Wootton Road) – Highways England has advised the graffiti has been removed, but it is still there. Cllr Kirkwood will follow up to ensure HE can find the correct location.

Resurfacing notices appeared on Hill Wootton Road with no fore-warning from WCC Highways. Cllr Kirkwood to ask for information.

Horticultural Society planters: WCC Highways requires a formal letter from the PC undertaking to confirm ownership and taking responsibility for the planters. The PC agreed to this. Cllr Kirkwood will draft a letter and also contact the Horticultural Society and WCC Highways to arrange a site meeting to confirm planter locations.

- Grounds Maintenance Contract

Work is being undertaken again.

Clerk has requested cutting back of low growth on the Tink-a-Tank footpath.

- Other (Clerk)

Village name sign on Hill Wootton Road has been replaced.

Woodcote Lane street name sign on west side (by pub wall) has been agreed with Area Maintenance, WDC, and added to cycle of works, along with the Waller Close sign (current repairs to which are temporary)

Footpath post, Church Lane, is down – reported to WCC for repair

Street lighting at A46 roundabout reported to WCC Streetlighting

Neighbourhood Watch. The Clerk has been approached by resident running a NW scheme in Hill Wootton, who has also got residents of Leek Wootton on her NW list. She wishes to continue with HW, but not LW and would like to hand over

Initial: RC

this part of her list. The Clerk suggested the PC may coordinate a scheme covering, covering all areas of the parish. However, the current status of the other LW NW Scheme should be confirmed; Cllr Coates volunteered to make contact.

*Cllr Coates to contact NW Coordinator (Clerk to forward email address)*

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

5.1. Warwickshire County Council

No report

5.2. Warwick District Council

There is little to report at this early stage in the Council.

Election: Conservatives no longer have overall control of the Council. The immediate business of the Council will be to select a new leader of the Council, due to the previous leader losing his seat.

Cllrs Redford and Wright gave an account of their previous record, with particular reference to their work with rural parishes, "*fighting the rural corner*" and issues such as rat-running.

Cllr Kirkwood asked about the Horse Fair but the D/Cllrs could provide no new information. [UPDATE: According to local press the Horse Fair moved to Nottinghamshire (25-28 April) and they have allegedly expressed plans to return to that site for 2 more fairs this year. [https://leamingtonobserver.co.uk/news/kenilworth-horse-fair-moves-to-nottingham-12777/?fbclid=IwAR3TXO\\_Tv0H2qmwTBCfYocu6V6AWTGYeH5\\_8t1Ui9X6yWYLI5TZOy1q9vGk](https://leamingtonobserver.co.uk/news/kenilworth-horse-fair-moves-to-nottingham-12777/?fbclid=IwAR3TXO_Tv0H2qmwTBCfYocu6V6AWTGYeH5_8t1Ui9X6yWYLI5TZOy1q9vGk)]

6. **Planning**

6.1. To note planning decisions made:

- W/19/0164: 1 The Elms, Leek Wootton, Warwick, CV35 7RR - Erection of single storey rear extension – No objection – Sent 03/04/2019 - WITHDRAWN

6.2. 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.
- W/19/0393: 13 Woodcote Drive, Leek Wootton, Warwick, CV35 7QA - Single storey side extension and two storey rear extension with new porch – No objection – sent 03/04/2019
- W/19/0338: The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT – OBJECT – Sent 13/04/2019 [UPDATE: Application withdrawn by applicant]

Cllr Smith made the observation that there is no pedestrian access to The Warwickshire, meaning people have to step into the road to pass the gates, which extend to the kerb. This issue should be discussed with The Warwickshire, to facilitate pedestrian access for residents and visitors to the site, possibly through the hedge on the north side of the entrance.

The Clerk also relayed a discussion with the WCC Rights of Way Officer about the footpath, which is included in the application with reference that it will require moving around the development. The official route of the footpath actually follows the roadway and does not cross the site.

- W/18/2453: Mulberry Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Application to vary condition 2 of planning application ref: W/11/1431 (Proposed Conversion of Redundant Barn into Holiday Accommodation.) to seek permission for a larger footprint, alternative roof design and alternative fenestration. This application is for retrospective works and a resubmission of

Initial: RC

	<p>planning application ref: W/18/0878 which was withdrawn. – No objection – Sent 23/04/2019</p> <ul style="list-style-type: none"> <li>W/19/0577: Greenacres, Hill Wootton, Warwick, CV35 7PP – Proposed demolition of existing garden room extension and erection of a single storey rear extension, replacement aluminium windows, altered window openings and changes to elevation materials. – No objection – Sent 23/04/2019</li> </ul>								
6.3.	<p>To consider new planning applications:</p> <ul style="list-style-type: none"> <li>W/19/0610 &amp; 0611LB: The Old Farm House, Hill Wootton, Warwick, CV35 7PP – Application for a rear lightwell to an existing basement. No objection agreed.</li> </ul>								
6.4.	<p>Any other planning related issues.</p> <ul style="list-style-type: none"> <li>Question of Neighbourhood Plan being displayed as “Not available” on WDC Planning Portal See item 1</li> </ul>								
7.	<p><b>Finance</b></p>								
7.1.	The Financial Report for month to 7 May 2019 was noted.								
7.2.	<p>The following payments were authorised:</p> <table> <tr> <td>Vch 009: Annual insurance premium</td> <td>£743.43</td> </tr> <tr> <td>Vch 010: Renewal of lwandgc-parishcouncil.co.uk</td> <td>£ 16.79</td> </tr> <tr> <td>Vch 011: Grounds maintenance (APR)</td> <td>£ 41.04</td> </tr> <tr> <td>Vch 012: Refund of sundry purchases (stamps)</td> <td>£ 33.99</td> </tr> </table>	Vch 009: Annual insurance premium	£743.43	Vch 010: Renewal of lwandgc-parishcouncil.co.uk	£ 16.79	Vch 011: Grounds maintenance (APR)	£ 41.04	Vch 012: Refund of sundry purchases (stamps)	£ 33.99
Vch 009: Annual insurance premium	£743.43								
Vch 010: Renewal of lwandgc-parishcouncil.co.uk	£ 16.79								
Vch 011: Grounds maintenance (APR)	£ 41.04								
Vch 012: Refund of sundry purchases (stamps)	£ 33.99								
8.	<p><b>Parish Council Administration</b></p> <p>Nothing to discuss</p>								
9.	<p><b>Correspondence for information</b></p>								
9.1.	No comments								
10.	<p><b>Councillors’ Reports and items for future agenda</b></p> <ul style="list-style-type: none"> <li>Cllr Kirkwood – Has commented on the AECOM Design Guide, as requested. It is a good starting point. Is now awaiting a response from AECOM.</li> <li>Cllr Knott – Reported streetlamp No.2 The Meadows is not working. <i>Clerk to report to Rural Streetlighting, WDC</i></li> <li>Cllr Knott - There are a number of old items of street furniture that have been left cut off (Warwick Road/Woodcote Lane jct, Warwick Road outside Gypsy Cottage and at entrance to 3/3a/3b Hill Wootton Road). Unknown whose responsibility this is, Cllr Kirkwood will investigate whether this with WCC Highways and D/Cllr Redford will investigate with WDC.</li> </ul>								
11.	<p><b>Date of next meeting</b></p> <p>The Annual Parish Assembly is on Tuesday, 28 May 2019, at 7:00pm at Leek Wootton Village Hall.</p> <p>The next ordinary meeting of the Parish Council which is scheduled for 7:30pm on Tuesday, 3 June 2019 at Leek Wootton Village Hall.</p>								
12.	<p><b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b></p>								
12.1.	Personnel issues – None								
12.2.	Legal issues – None								

Signed: Richard Coates (Chairman)Date: 04/06/2019Initial: RC