



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 3 March 2020, at Leek Wootton Village Hall

**Present:** Councillors Coates (Chairman), Eldridge, Knott, Maisey, Tunkle, D/Cllr Wright and the Clerk

The start of the meeting was delayed until 7:40pm as the Chairman had an unexpected meeting with one of the car park contractors who was misinformed that work on the sewage pipe renewal part of the project had already been awarded. The Chairman assured him it had not but that this part of the work would be separately specified and invoiced as a standalone element of the project when the whole went out to tender.

1.	<p><b>Apologies for absence</b></p> <p>Cllr Kirkwood, Smith, C/Cllr Redford and D/Cllr Redford</p> <p>Cllr Coates relayed Cllr Smith's apologies, due to ill health. D/Cllr Wright asked him to relay his good wishes.</p>
2.	<p><b>Declarations of Interest</b></p> <p>None</p>
3.	<p><b>Public Participation</b></p> <p>None</p>
4.	<p><b>Minutes</b></p> <p>4.1. The minutes of the Parish Council meeting held on Tuesday, 4 February 2020 were approved and signed.</p> <p>4.2. Matters arising not on agenda:</p> <ul style="list-style-type: none"> <li>• Head Teacher not yet contacted re promotion of Community Governor for school. Cllr Coates to ensure he is spoken to before advertising in <i>The Link</i>.</li> <li>• Police and speeding. Meeting with Chairman, member of public and Chief Inspector for Operations on 17/03/2020</li> </ul>
5.	<p><b>Community Grant Fund</b></p> <p>No applications received.</p> <p>The Clerk has made the cricket club aware of the fund (the cricket scoreboard requires repair due to flooding) and also promoted awareness of the fund in <i>The Link</i> in March.</p>
6.	<p><b>PWLB Loan and Precept Increase</b></p> <p>Progress report. Nothing to report.</p> <p>Awaiting WDC Finance notice of council tax breakdown, i.e. the Band D amount for 2020/21. D/Cllr Wright mentioned that WDC Finance has been under added pressure to produce two budgets due to the proposed climate change scheme needing to be voted on before a final budget could be published.</p> <p style="text-align: center;"><i>Clerk to contact WDC Finance to chase the breakdown of Council Tax. Once received the letter can be prepared to go out with the April Link.</i></p>
7.	<p><b>Climate Change Initiatives</b></p> <p>Press release from WDC re climate change initiative circulated to Councillors. This will be a separate fund – safeguarded by ring-fencing and a separate scrutiny board. Overall council budget review will be audited as with all council funds. D/Cllrs raised issue of rural against urban centric. 10 year programme of climate change initiatives.</p>

Initial: RC

Total increase to the overall Council Tax, including increases to County Council and Police precepts, by 30%.

The vote for a Referendum was unanimous. If the referendum is not successful the public should be refunded without significant delay. If referendum result is 'no', initiatives will have to be put on hold.

Public meetings are to be held during referendum campaign – Clerk may be approached about this.

Cllr Eldridge asked about the grading of contributions being banded, why not a flat £1 per household? D/Cllr Wright noted concerns that initiatives could be urban-centric, whilst rural areas contribute large proportion. D/Cllrs Wright and Redford are concerned and will monitor the distribution of future initiatives.

LW&GC Initiatives: Keen to include charging points for electric cars during the car park improvements.

8. **Progress Reports for information**

8.1. Playground (Cllr Coates)

Nothing to report, other than clearing debris after recent storms.

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

Trustees have inspected self-seeded trees on steep bank between Warwick Road and the recreation ground. Following concerns by resident opposite. Require coppicing – Trustees to sort this out.

Leek Wootton Village Hall Committee (Cllr Knott)

No news. Next meeting April. Cllr Knott noted that sewerage work is the Directors' decision, rather than the Committee, which receives a report of decisions taken.

8.3. Neighbourhood Watch (Cllr Maisey)

Nothing to report. Hill Wootton NHW continues satisfactorily.

*Clerk to check Leek Wootton NHW is progressing well*

8.4. Community Forum (Cllr Kirkwood)

Cllr Kirkwood not present, but attended Warwick Rural EAST CF [Note: LW&GC PC officially comes under Warwick Rural WEST CF] on 11/02/2020 and reported as follows:

- I have a copy of the Crime comparison figures for 2018/19 which I will drop round to the Clerk
- Rural bus services are again under review. To this end Bubbenhall have circulated a Public Transport Survey to their parishioners. Again I will let the Clerk have a copy. Given Boris's announcement of £5B for rural transport yesterday WCC are going to seek funding and any data (such as these surveys) will help their applications.
- Warwickshire Police Rural for our area now have an additional PC. We have been operating for the past 2 years with a Support Officer only.
- The Police confirmed that despite recent press reports Warwickshire Police will respond to domestic burglary report (usually within 1 hour) and seek forensic evidence. Shed thefts will not get this service unless there is a prospect of forensic evidence or major items of value are taken.
- WCC will be again reviewing the value of Community Forums. The debate appears to be around there need and if so how many are required.
- Warwickshire Police are running community contact clubs in Parishes. Usually at a venue that is already open such as a café or library. These are on a monthly basis for Parishioners to speak directly with the local PC's

8.5. Community Engagement:

8.5.1. 06/04/2020: Annual Parish Assembly

Deputy Chief Constable confirmed to attend. Cllr Knott gave his apologies.

Coronavirus: Health advice to be monitored and if public gatherings not recommended it will be cancelled.

Initial: RC

*Clerk to request reports from groups and organisations*  
*Refreshments – simple finger buffet and tea and coffee*

8.5.2. 08/05/2020: VE Day 75

Going ahead well.

Next planning meeting is Tuesday, 31 March 2020

8.6. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
  - Meeting held with WCC Highways and Cllrs Kirkwood & Coates. Checker board signs to be renewed. No further traffic control available.
  - 30 MPH reactive signage not working  
*Clerk to inform WCC Highways*
- Grounds Maintenance Contract  
 Contract signed and returned. Going ahead – Cllr Eldridge saw van and contractor on site that morning.
- Other (Clerk)
  - Storms Ciara and Dennis both brought trees down in the parish: (1) The first being from the bank between Warwick Road and LWWMRG – land belongs to LWWMRG – see item 8.2; (2) Tree fell from land between Tidmarsh and Warwick Roads into garden on Tidmarsh Road – this led to investigation of ownership and established that this land's registered owner is the Secretary of State for Transport care of Highways Agency, which has confirmed that this land is responsibility of local Highways since 'de-trunking' of Warwick Road.  
 These issues raise concerns that trees in children's playground have not been inspected – quotation received from one contractor (£650 ex VAT). Awaiting a quotation from Countrywide and D/Cllr Wright recommended asking Clerk at Baginton who they use for a third quotation.
  - School hedge: Clerk compiled report of all correspondence in relation to this matter and prepared a letter stating that any work undertaken and paid for by PC is not an admission of ownership or responsibility for the hedge [attached]. With agreement of Head Teacher and Diocesan MAT, inspection arranged with Community Payback Team.
  - Cllr Knott suggested the Community Payback Team be asked to inspect the ivy on Warwick Road, opposite the layby.
  - Village Hall Directors have had Community Payback Team in to clear LWWMRG car park and stripped all side branches of the hedge next to the storage building, leaving higher growth, i.e. turning a hedge into a line of trees. Cllr Eldridge asked gardener to take tops off, which will concentrate growth back into a hedge (for cost see item 11.2).

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

9.1. Warwickshire County Council – No report

9.2. Warwick District Council

Kings Hill development: Jeremy Wright MP writing to the Housing Secretary to 'call in' this development. Warwick District has been congratulated on exceeded its housing quota. Kings Hill development affected by as HS2 delays, etc.

Improvements of Chesford Grange junction to cope with HS2 construction traffic may affect Hill Wootton.

Electric cars confirmed to be free to park in Leamington Spa.

Bovis development in Kenilworth monitoring - street cleaning continuing.

Chairman reported that Cllr Smith received a complaint of abattoir lorries coming out of Woodcote Lane.

*Clerk to write to abattoir*

Initial: RC

10.	<b>Planning</b>						
10.1.	To note planning decisions made: <ul style="list-style-type: none"> <li>W/19/2120: The Warwickshire Golf &amp; Country Club, Warwick Road, CV35 7QT - Proposed single-storey extension to provide hotel breakfast room; creation of a spa garden, outdoor pool and associated reconfigured terrace to rear of Health and Fitness building – DEADLINE: 27/01/2020 – Objection – sent 27/01/2020 – Applicant revised the plans to provide a pitched, tiled roof on the plant room and the inclusion of planting around the perimeter fencing – OBJECTION WITHDRAWN [UPDATE: Withdrawal sent 05/02/2020] - <b>GRANTED</b></li> <li>W/20/0069 AG: Land at Avon Wood, Coventry Road, Leek Wootton - Erection of a steel shed for the purposes of storage of forestry equipment – DEADLINE: 14/02/2020 – No objection – sent: 07/02/2020 – <b>GRANTED</b></li> </ul>						
10.2.	A report on the progress of current planning applications: <ul style="list-style-type: none"> <li>W/20/0024 - 12 The Hayes, Warwick Road, Leek Wootton - Description: Retrospective application for replacement fire escape roof enclosure to roof – DEADLINE 26/02/2020 – <b>Objection – sent: 24/02/2020</b></li> </ul>						
10.3.	To consider new planning applications: <ul style="list-style-type: none"> <li>W/20/0272: Y Bwythyn, Warwick Road, Leek Wootton – Description: Proposed two-storey extension to rear – DEADLINE: 24/03/2020 – <b>Only received today.</b> <i>Cllr Eldridge to review and summarise [UPDATE: Sent 04/03/2020]</i></li> </ul>						
10.4.	Red Brick Barn– Cllrs Eldridge and Maisey have carried out further research into the planning history and possible Listed status of this property, which Cllr Eldridge has summarised in a letter to the Head of Development Services. Received a ‘holding’ acknowledgement.						
11.	<b>Finance</b>						
11.1.	The Financial Report for month to 03/03/2020 was noted.						
11.2.	The following payments were approved: <table border="0" style="margin-left: 40px;"> <tr> <td>Clerk’s expenses (FEB) + Refund</td> <td>Vch 107</td> <td>£110.27</td> </tr> <tr> <td>Hedge cutting (LWWMRG)</td> <td>Vch 108</td> <td>£63.75</td> </tr> </table>	Clerk’s expenses (FEB) + Refund	Vch 107	£110.27	Hedge cutting (LWWMRG)	Vch 108	£63.75
Clerk’s expenses (FEB) + Refund	Vch 107	£110.27					
Hedge cutting (LWWMRG)	Vch 108	£63.75					
11.3.	The Chairman observed that there is an underspend. Suggestion of investing in a new piece of playground equipment, e.g. a trampoline. The PC agreed that the Clerk may proceed with investigating the cost of this. <i>Clerk to investigate trampoline installation.</i> <i>D/Cllr Wright to meet with person who deals with WDC playgrounds. Will forward information to the Clerk.</i>						
12.	<b>Parish Council Administration</b>						
12.1.	Parish Council storage and archiving The Clerk has deposited the following with Warwickshire County Record Office: <ul style="list-style-type: none"> <li>3x Parish Council minute books dated 1894-1996</li> <li>1x minute book of the Annual Parish Council Meetings 1945-2005</li> </ul> Accession Number: CR5087 This will allow for easier public access to records.						
13.	<b>Correspondence for information</b> Noted						
14.	<b>Councillors’ Reports and items for future agenda</b> Chairman and Clerk attended ‘Updates with the NALC Legal Team’ 08/02/2020 Question raised about implications of Clerk working from home on Council Tax, etc. D/Cllr Wright mentioned Inland Revenue £11 allowance.						

Initial: RC

<p><i>Clerk to investigate</i></p> <p>Advertising for a new councillor to be put into <i>The Link</i> again.</p> <p><i>Clerk to promote vacancy in The Link</i></p> <p>Coronavirus: Chairman asked whether the PC should be making any statements about Coronavirus. It was agreed that this is not the responsibility of the PC, but will continue monitor the latest advice.</p>	
15.	<p><b>Date of next meeting</b></p> <p>The meeting was closed at 9:06pm</p> <p>To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 7 April 2020 at Leek Wootton Village Hall.</p> <p>Annual Parish Assembly is scheduled for 7:00pm on Monday, 6 April 2020 at Leek Wootton Village Hall.</p> <p>[UPDATE: Following advice from the Government regarding social distancing COVID-19 on 16 March 2020, mass gatherings should not take place and the decision was taken to postpone the Annual Parish Assembly and cancel the April and May ordinary Parish Council meetings. Awaiting legal advice on statutory meetings.]</p>
16.	<p><b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b></p> <p>16.1. Personnel issues – None</p> <p>16.2. Legal issues – None</p>

Signed: Richard Coates (Chairman)

Date: 02/06/2020

Initial: RC