



Minutes of the Meeting of the Parish Council held on Tuesday, 10 October 2017, in the Committee Room, Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates, Eassom, Eldridge, Kirkwood, Knott, Moore and Tunkle, D/Cllrs Gallagher and Whiting, 3 members of the public and the Clerk

1.	<b>To accept apologies for absence</b> C/Cllr Redford
2.	<b>Declarations of Interest</b> None
3.	<b>Public Participation</b> <ul style="list-style-type: none"><li>• [REDACTED] was invited to take his 5 minutes of public speaking time during Item 5.</li><li>• Karen Mallinson – Ms Mallinson introduced herself as having recently moved to Leek Wootton. She is concerned about the speed of traffic through the village and leafleted residents of Leek Wootton to encourage support and, although she was unable to attend, her friend, Nicky Brass (present), attended the September WRW Community Forum meeting to request the issue be added to the Safer Neighbourhoods Team's priorities, which was successful. Ms Mallinson offered to support the Parish Council in raising awareness on this matter.</li></ul>
4.	<b>Minutes</b> <ul style="list-style-type: none"><li>4.1. The minutes of the parish council meeting held on Tuesday, 12 September 2017 were approved and signed.</li><li>4.2. Matters arising not on agenda:<ul style="list-style-type: none"><li>• Persistent parking next to the Memorial Stone on the recreation ground – Cllr Coates said the Trustees of the War Memorial Recreation Ground will make initial contact to request this ceases.</li><li>• The Village Quiz – The Council fielded a team at this event and came 3<sup>rd</sup> overall.</li><li>• Severn Trent Water – Cllrs observed that, although works had been undertaken during September to install a valve/regulator on the south side of Home Farm/ Warwick Road to prioritise the Leek Wootton water supply, workmen had returned to the site that day. The Chairman said that the valve/regulator was in the wrong place and another one would be installed on the north side of Home Farm/Warwick Road.</li></ul></li></ul>
5.	<b>WCC Home to School Transport Consultation</b> <p>[REDACTED] (see Item 3) presented the Council with information about the current WCC consultation on Home to School Transport: Leek Wootton to Kenilworth School. He explained that the current status of the route is 'unsuitable to walk', but that after capital works to make it 'safe' the bus service may be withdrawn. [REDACTED] circulated printed copies of his response to the proposal [attached]. He also thanked the Council for raising awareness of the consultation in the <i>Leek Wootton Link</i>.</p> <p>A discussion followed and the Council agreed that it would support [REDACTED] and will submit its own response to the consultation before it closes on 2 November 2017.</p> <p><i>Council to submit response to the consultation.</i></p>
6.	<b>Speeding Traffic</b> <p>The Council is aware that the ever-present issue of traffic speeding through the parish needs to be addressed. The Warwick Rural West SNT has added the speeding on Warwick Road to its list of priorities; marked vehicles have been present and a recording device has been erected on Warwick Road to monitor traffic movement. Ms Mallinson (see Item 3) has raised the issue of traffic speeding into Leek Wootton from the north</p>

and another resident has written regarding traffic at the south end of the village, particularly entering and exiting The Warwickshire.

The Chairman stated that, whilst this has always been an issue in Leek Wootton, more could be done to suppress this behaviour by motorists. He suggested that, initially, the community should be canvassed for its opinions. There are a number of measures that could be put in place to reduce speeding, e.g. speed cameras, chicanes and raised centre of the road (as recently installed in Balsall Common). These measures can be seen in other communities and on the continent.

There is concern that the imminent addition of 120 homes to the community will cause an increase in traffic, but that part of the potential Community Infrastructure Levy (CIL) arising therefrom might be set against some traffic calming measures in due course.

D/Cllr Whiting asked whether the Council has considered appointing its own consultant highways engineer to work with and provide an alternative to WCC Highways, as he may be able to provide a contact. The Council agreed this would be a good idea.

*Chairman and Clerk to devise a survey/consultation document to engage with the community on this matter.*

*D/Cllr Whiting to approach possible Highways Engineer contact.*

## 7. Progress Reports for Information

### 7.1. Playground (Cllr Coates)

Trimming of the laurel hedge has been very successful.

Still awaiting RoSPA Inspection Report. Inspection was due to be carried out in September.

Playground was well-used over the summer.

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

Outline planning permission for car park is ready for submission. New drainage works are required which may be in addition to the planning application.

The Chairman asked that, in view of WCC Highways erecting a NO RIGHT TURN sign for cars approaching from Kenilworth, the 'to the village hall' sign on that side of the telegraph pole should be removed. The new sign at the bottom of the slope should be sufficient.

In order to raise the status of the Memorial stone and prevent parking in the immediate vicinity, the Trustees are considering erecting a small fence around it. The Clerk mentioned that a Church Warden may be having a stand built to hold wreaths.

*Cllr Coates to arrange removal of the 'to the village hall' sign*

### 7.3. Community Engagement:

#### 7.3.1. Parish Summer Fête 2018 – a date has been set: 16 June 2018. Planning meetings to commence in the New Year.

Cllr Coates has contacted WASPS about booking its Community Rugby outreach programme to attend and has a provisional agreement.

#### 7.3.2. Battles Over, 11 November 2018 – a letter has been sent to owners of fields adjacent to Stone Edge and The Warwickshire to explore use of fields for erecting a beacon. No response to date.

Cllr Coates has made contact with The Warwickshire about the proposal.

### 7.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
  - Hill Wootton Road closure. An order has been made to carry out drainage works on Hill Wootton Road between Greenacres and Coventry Road (B4115). This is to improve the flooding/ponding on the bend by Mallows and Greenacres. The jetter has been used with root cutters clearing the blocked pipes. Water then flows into the ditches that head back towards the Skew Bridge Crossroads (B4115). Highways need to ensure that all

the outlets are clear and refresh the ditches. This will require a road closure.

- Woodcote Lane surface remedial works. Highways have made an instruction to the contractors to confirm a date for works to be carried out.
- Woodcote Lane retaining wall. Cllr Kirkwood asked about the status of this matter, to which the Council has received no further information.

*Cllr Kirkwood will contact C/Cllr Redford for an update.*

- Other (Clerk)

- WI Garden hedge. The hedge has been tidied by contractors. Cllr Kirkwood said that when discussing the matter with WCC Highways, he had been discussing a reduction in height of the hedge to approx. 5ft to enable easier ongoing maintenance and did not feel that the works undertaken were sufficient. The Chairman admitted misunderstanding the requirements when instructing the contractor. It was decided that any further works can be undertaken by Probation Service working party, as suggested by WCC Highways.

*Cllr Kirkwood to contact Probation Service*

- Woodcote Lane beech hedge. WDC contractors ID Verde have cut back the beech hedge. A resident reported that a section had been missed, but contractors will return to site to complete the works in due course.
- Road surface patching, The Hamlet. Patching has been completed in the entrance to The Hamlet from Hill Wootton Road.
- Loose manhole cover in The Hamlet. Cllr Eldridge raised the issue of a loose manhole cover a few metres into The Hamlet on the east side of the road. This location is where cars from 33 Hill Wootton Road park on the road, sometimes obstructing access to the manhole.

*Cllr Kirkwood to raise with WCC Highways*

- Street name plates. Home Farm does not have a street name plate facing cars approaching from the south, despite being advised that this would be done. The installed sign has no Cul-de-Sac indication.

*Clerk to contact WDC Area Maintenance for an update*

- School hedge. The Clerk has found correspondence in which WDC clearly takes responsibility for the school hedge in 1999.

*Clerk to contact Mrs Patterson for her confirmation that WDC contractors did formerly carry out this work and present findings to WDC and request their response.*

**[Please note Item numbers on the Agenda repeated numbers 6 and 7 in error. The Minutes Items are numbered correctly after Item 7 with Agenda numbering alongside]**

**8. [6.] County and District Councillors' reports**

8.1. Warwickshire County Council  
No report received

8.2. Warwick District Council

1. Local Plan - now approved and in place. The relevant motions to set up the Community Infrastructure Levy (CIL) will follow shortly. A group of Parishes and their residents have discussed the possibility of requesting a judicial review of the process of creating the plan - but to our knowledge no such legal action has yet been taken. We are advised by officers that the prospects of such an action succeeding in overturning the plan are slim.
2. Planning submissions have been submitted for Riverside House and the Covent Garden site in Leamington. If approved, this will enable the next steps in the relocation project, which will see WDC save some £300k per annum, and significant investment in the centre of Leamington (including a new multi-storey car park).
3. Following the recent meeting, parishes should expect to see ongoing efforts to find possible gypsy and traveller sites. As outlined, a transit site would help considerably

Initial: CS

- to alleviate the growing problem of illegal encampments.
4. Finance - our finances continue to look in balance for the current year, though next year looks more problematic, with savings of some £200k required. While not a big sum, such savings are proving ever harder to identify.
  5. Leisure centres - these are proving very popular, helped by a recent event to publicise the new swimming pools.

## 9. [7.] **Planning**

9.1. To note planning decisions made:

- 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 – GRANTED

9.2. A report on the progress of current 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

9.3. To consider new planning applications:

- Appeal reference: APP/T3725/W/17/3182156 (App Ref: W/17/0008) - Retention of 16no. solar panels (approx 10m x 5m x 1.2m high) in field adjacent to Avenue Lodge granted under temporary planning permission ref: W/11/1450 which expired on 31st January 2017 – WITHDRAWN

## 10. [8.] **Neighbourhood Development Plan**

10.1. LW&GC Neighbourhood Development Plan

Formal consultation ends on Friday, 13 October 2017. Responses received do not appear to raise any issues with the exception of Network Rail's, which appears to relate more to the Kenilworth Town Development Plan and land north of the parish.

The next stage will be the appointment of an Inspector.

10.2. Warwick District Local Plan

See Item 8.2.1

10.3. Kenilworth Town Development Plan

The Chairman reported contact with the architect for Kenilworth Rugby Club with regard to access to the proposed Rugby Club across the railway line. The Council is concerned that any access from Warwick Road to the new Club ground will have to cross the railway and it would be preferable that a vehicular route is contained to the north of the land, rather than encroaching into the green space to the south where there is an existing bridge. The Rugby Club's architect expressed that an access route would be arranged to its own convenience.

The Chairman reported that in dialogue with Kenilworth Town Council, they have indicated that they are sympathetic to the idea of a new roundabout providing access to the proposed housing development surrounding Kenilworth Cricket Club, the relocated Rugby Club and the properties at Wootton Grange. WCC Highways have also expressed interest in this idea. KTC will include an appropriate reference to this in their Neighbourhood Plan.

## 11. [9.] **Finance**

11.1. Financial Report for October 2017

11.1.1. The financial report was noted.

11.1.2. The following payments were approved:

- |  |         |
|--|---------|
| ▪ Grant Thornton UK LLP – Annual Audit fee | £120.00 |
| ▪ H N Eldridge – Clerk's expenses          | £16.99  |
| ▪ Fairways – October maintenance           | £295.20 |

11.2. 6-month Budget Review

The Clerk explained the 6-month Budget Review. The review was noted.

Initial: CS

	<p>The expenditure on the current maintenance contractor was considered high and inquiries will be made about alternative arrangements in future, subject to the contract we currently have with Fairways.</p> <p><i>Clerk to review Fairways contractual arrangements</i></p> <p><i>Cllr Eassom to explore possible arrangement with Leek Wootton Sports Club</i></p>
<p>12. [10.]</p>	<p><b>Correspondence for information</b></p> <ul style="list-style-type: none"> <li>• Cllr Coates to attend WALC AGM, 1 November 2017 <i>Clerk to submit RSVP</i></li> </ul>
<p>13. [11.]</p>	<p><b>Councillors' Reports and items for future agenda</b></p> <ul style="list-style-type: none"> <li>• Cllr Eassom attended WRW Community Forum in September with Cllr Knott. He agreed to continue on the working committee, with the support of the Council, which was agreed. There are now only two meetings per year, the next being in March 2018, with the Chief Constable invited to attend. The WRW Community Forum Fund maximum grant now stands at £2,500.</li> <li>• The Chairman and Cllr Coates attended a Portfolio Holder briefing on Provision of sites for Gypsies and Travellers in Warwick District on 14 September (as mentioned in Item 8.2.3.) and gave a brief report.</li> <li>• Cllr Eldridge made the Council aware that All Saints' CofE (VA) Primary School has sent out consultation letters to parents about the school becoming an Academy. <i>Clerk to find out more information</i></li> <li>• Cllr Eassom advised that the defibrillator has now been installed on the west wall of the village hall so that it does not obstruct the footway and is visible from the sports club and recreation ground. A sign will be erected to be visible from the car park to direct people to it. [Perhaps a sign on the new Village Hall sign might be helpful]</li> </ul>
<p>14.</p>	<p><b>Date of next meeting</b></p> <p>To confirm the date of the next meeting which is scheduled for Tuesday, 14 November 2017 at 7:30pm in the Committee Room, Leek Wootton Village Hall.</p>
<p>15.</p> <p>15.1.</p> <p>15.2.</p>	<p><b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b></p> <p>Personnel issues – None</p> <p>Legal issues – None</p>

Signed: Colin Smith (Chairman)

Date: 14 November 2017

Initial: CS