



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 1 September 2020 remotely via Zoom

Present: Councillors Cotates (Chairman), Allison, Eldridge, Kirkwood, Knott, Maisey and Tunkle, D/Cllr Wright and the Clerk

1.	<p>Apologies for absence CICllr Redford and D/Cllr Redford</p>
2.	<p>Declarations of Interest None</p>
3.	<p>Public Participation None present</p>
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 7 July 2020 were approved and signed.</p> <p>4.2. Matters arising not on agenda: Item 4. Public participation – Report on the meeting with police (see item 6) was sent to interested parties, including the member of the public who attended the last meeting. Clerk has also written to County Highways with regard to speeding, but received no response to date.</p>
5.	<p>Leek Wootton War Memorial Recreation Ground Car Park</p> <p>Redevelopment of the car park remains on hold due to diversion of RUCIS grant fund to COVID-19 response funds by Warwick District Council.</p> <p>Chairman has spoken to LWWMRG legal adviser. Obtaining regular contributions from Village Hall and Sports Club would require changes to existing lease. Favours the idea of PC taking a lease. Trustees have not met to discuss the proposal.</p> <p style="text-align: center;"><i>Round table discussion to be arranged when possible once the Trustees have met and decided how they would like to proceed.</i></p> <p>Cllr Allison asked about security. This is an issue of concern following previous issues. D/Cllr Wright offered to ask another PC that has been looking at the issues involved with use of CCTV.</p> <p style="text-align: center;"><i>D/Cllr Wright to forward information to the Clerk.</i></p>
6.	<p>Speeding and Police Response Vehicles</p> <p>6.1. Report on meeting with Warwickshire Police. Cllrs Coates and Eldridge met with Warwickshire Police. Report [attached] was circulated to all Councillors. Community Speed Watch [CSW] programme promoted by PCC for Warwickshire. CSW needs to be promoted to get a group (minimum 3) together for training. A PC member should be included in the group. <i>Clerk to register interest in this community and forward information.</i></p> <p>6.2. Report on correspondence with WCC Highways regarding speeding response and traffic calming measures. Speed monitoring sign on northbound carriageway is not working. It is on the maintenance list, but is unlikely to be maintained due to budget restrictions and lack of incidents. Request for southbound sign is not likely for the same reason. Discussed whether PC could fund repair.</p>

Initial: RC

Parish Councils can have responsive signs with smileys installed.

Clerk to investigate costs of repair and PC purchasing its own sign.

Are speed cameras on Warwick Road a possibility. D/Cllr Wright said that he understands there are strict rules on installing them. Issue for WCC Highways.

PCC for Warwickshire investing in mobile speed cameras and this was discussed at meeting with Warwickshire Police.

Clerk to ask Warwickshire Police about mobile speed cameras attending in Leek Wootton.

D/Cllr Wright will forward information from another PC to the Clerk.

- 7. Progress Reports for information**
- 7.1. Playground (Cllr Coates)
 Playground gates have had foam pipe covering added to the gates, as recommended by RoSPA Play Safety.
 Swings have been chained up to keep social distancing, after the hazard tape was torn down.
 COVID safety information circulated in *The Link*. Cllr Allison asked for feedback and received positive responses.
 Inspection due in September.
 Woody Nightshade found in the playground, reported by resident. Cllr Coates attended and removed it, digging out to a foot or so. Requires checking next year.
Trampoline
 Location – on grass area in south west corner, away from gates, trees, footpath and other equipment. The location will be consulted on with the contractors.
 Clerk has circulated financial forecast for the year for reference.
 The PC approved the purchase and installation of a trampoline, using the previous contractor's quotation.
- 7.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
 The PC approved the payment of £2,940 for tree works on the recreation ground. The Trustees will make a donation to contribute towards this work.
- 7.3. Leek Wootton Village Hall Committee (Cllr Knott)
 The Village Hall reopening on 01/09/2020, with requirements and training for any users. The Chairman would like to meet again in the hall in October. *[UPDATE: D/Cllr Wright advises that current WALC guidance is for PCs to meet remotely]*
 Clerk has not been kept informed as a hirer.
Cllr Eldridge to email the Chairman to ask whether all users have been informed.
- 7.4. Neighbourhood Watch (Cllr Maisey)
 Nothing to report. A couple of suspicious incidents were reported via WhatsApp groups – no further issues.
- 7.5. Warwick Rural West Community Forum (Cllr Kirkwood)
 September meeting cancelled.
- 7.6. Community Engagement:
- 7.6.1. No events planned
- 7.7. Community Maintenance:
- WCC Highways (Cllr Kirkwood)
 Old School – improvement works carried out but flooding persisted. WCC Highways jetted and no further flooding. Ongoing issue between WCC Highways and Severn Trent.

Initial: RC

Skew bridge, Hill Wootton Road/Coventry Road B4115 and A46 underpass. Cllr Kirkwood has requested a statement of actions on these two areas. Flooding at south end of village. Historical problem of storm drains using sewerage system in Leek Wootton.

Work outside Sunrise Cottages has solved problem.

Church Lane flooding has been drawn to WCC Highways attention. Unusual because it floods when it is not raining. Requires investigation by Highways.

Ivy hedge adjacent to old school. Action with WCC Highways who are exploring ownership.

- Grounds Maintenance Contract

Nothing to report.

- Other (Clerk)

Community Payback Team [CPT] has been in touch to let Clerk know that they can now transport participants to jobs. Replied; yes to school, with Mr Morris's permission and yes to ivy (as mentioned above). Have not heard more from CPT.

Cllr Maisey mentioned the hedge on the corner in Hill Wootton, that needs cutting back. Neighbours have spoken to the owner's gardener who may be getting work done. This needs monitoring.

Tink-a-Tank letters sent to neighbouring owners/residents. Response from 3 out of 7. Mixed response. Carry over to next meeting.

Positive response to signage asking cyclists to dismount.

Cllr Knott reported tree on The Hamlet/The Meadows junction, which has dropped a branch. Clerk advised that this tree is monitored by WCC Forestry and will report the fallen branch.

Clerk to report fallen branch

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

8.1. Warwickshire County Council

No report.

8.2. Warwick District Council

Discussion taking place at District and County Council level about Local Government Review and proposal to create a single unitary authority. Awaiting the white paper for further detail.

HS2 debate about B4115 being made one way at the Chesford junction. Concerns about possible re-routing through the parish and it is a signposted cycle route to Coventry.

Changes to planning regulations coming.

Local Plan review will begin soon, which may affect the Neighbourhood Plan.

9. **Planning**

9.1. To note planning decisions made:

- W/20/0468 - The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Installation of containerised generator – Objection – sent: 13/05/2020 – GRANTED

There are a number of requirements for testing and studies before the generators can be used included in the grant letter. How are these enforced? D/Cllr Wright is also concerned about self-certification of such matters and offered to challenge planning on the process to ensure that they comply.

D/Cllr to write to Planning

- W/20/0806 - Mulberry Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Application to vary condition 2 of planning application ref: W/11/1431

Initial: RC

(Proposed Conversion of Redundant Barn into Holiday Accommodation.) to seek permission for a larger footprint, alternative roof design and alternative fenestration (part retrospective) – No objection – sent: 15/07/2020 – GRANTED

- W/20/0991 - Charlton House, 29 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of a two-storey front and side extension, single storey extension and canopy to front elevation, single storey rear extension, application of render to all elevations and replacement of existing roof tiles with slate. – No objection – sent: 10/08/2020 – GRANTED

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

- W/20/0989 - Land to the East of Warwick Road, Kenilworth (KRFC) - The Application seeks full planning approval for the construction of two ponds in the southernmost corner of the Site, as outlined by the submitted plans. – This relates to part of the proposed KRFC site that is outside the parish boundary – No comment submitted.

9.3. To consider new planning applications:

- None

9.4. Any other planning related issues.

W/17/1923 – Development of 5 dwelling houses at The Warwickshire – drainage concerns. D/Cllr Wright offered to submit a letter about this issue to the Planning Committee. Severn Trent should resolve any issues before homes can be occupied. Cllr Eldridge has written to Planning Department about this issue, followed with photos of the flooding and not received a response to date.

D/Cllr to write to Planning Committee

10. Finance

10.1. Audit 2019/20

The timetable for the Annual Audit 2019/20 has been delayed due to the coronavirus pandemic, which has been facilitated by The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020 and The Accounts and Audit (Coronavirus)(Amendment) Regulations 2020.

10.1.1. The Annual Governance Statement 2019/20 was approved by the Council.

10.1.2. The Accounting Statements 2019/20 were approved by the Council.

10.2. The Financial Report for July and August 2020 was approved by the Council.

10.3. The following payments were approved:

Refund (expenses: roofing bus stop)	Vch 036	£38.56
Refund (expenses: playground padlock)	Vch 039	£9.99
Clerk's expenses (JUL-AUG)	Vch 043	£24.00

11. Parish Council Administration

11.1. Councillors Areas of Interest

The Chairman asked all Councillors to consider the following list of interests

These are:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Children's Playground • Community Development (NEW) • Emergency Planning • Environment (NEW) • Highways • Hill Wootton • Planning | <p>External organisation liaison:</p> <ul style="list-style-type: none"> • All Saints' Academy • All Saints' Church (NEW) • Community Forum • LW Sports Club (NEW) • LW Village Hall • LWWM Recreation Ground • Neighbourhood Watch |
|---|--|

Initial: RC

- Warwickshire Police (NEW)

The Chairman explained his thoughts about new areas of interests.

Councillors to consider interests and select 2 that they are interested in.

Cllr Allison suggested possibility of a 'freshers fair' style event for all clubs and societies in the autumn. Similar to idea the Clerk has been trying to develop the Annual Parish Assembly into. Possible idea for Community Development councillor to look into.

11.2. Notice of Vacancy

Notice of Vacancy has been published in *The Link*, website and noticeboards.

A few people have expressed interest in taking on Councillor role. Clerk has prepared an information pack with application form, which will be sent to interested parties.

The Chairman explained the co-option process as circulated and included in the packs.

Clerk to send information pack to interested applicants

The co-option and presentations will take place at October meeting.

12.	Correspondence for information
	Cllr Kirkwood: Has the PC heard anything further on <i>Resident 9's</i> correspondence with the PCC for Warwickshire – No.
13.	Councillors' Reports and items for future agenda
	None
14.	Date of next meeting
	To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 6 October 2020 at venue to be confirmed.
15.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
15.1.	Personnel issues –
15.2.	Legal issues –

Signed: Richard Coates (Chairman)

Date: 6 October 2020

Initial: RC