



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 6 October 2020, remotely via Zoom

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**Present:** Councillors Coates (Chairman), Allison, Eldridge, Kirkwood, Knott, Maisey and Tunkle, County/Cllr Redford, District/Cllr Redford, 5 members of the public and the Clerk

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| 1. | <b>Apologies for absence</b><br>District/Cllr Wright  |
| 2. | <b>Declarations of Interest</b><br>None   |
| 3. | <b>Public Participation</b><br>The members of the public present were 4 candidates for the Councillor position and one person invited in relation to Item 8 on the agenda. None of the public present wished to address the Council at this point in the meeting.   |
| 4. | <b>Minutes</b><br>4.1. The minutes of the parish council meeting held on Tuesday, 1 September 2020 were approved and signed.<br>4.2. Matters arising not on agenda:<br>None   |
| 5. | <b>Co-option of new Parish Council</b><br>Four candidates had put their name forward for co-option to the Parish Council and completed applications, which were circulated to all Councillors in advance. Each candidate gave a short presentation to the Parish Council, explaining what they could offer to the Council and the community. A vote followed and Dr David Elsy was elected. Due to the meeting being held remotely, Dr Elsy was not able to sign a Declaration of Acceptance of Office during the meeting. The Clerk will arrange to get this signed and witnessed before the next meeting.<br>The Chairman congratulated Dr Elsy and thanked the other candidates for their outstanding applications. The Chairman also hoped the candidates would stay involved with the Council as it is looking towards a committee structure for some areas, e.g. Community Development and Environment, which would give opportunities for 'lay' committee membership.<br><i>Clerk to arrange for signature of Declaration of Acceptance of Office [UPDATE 08/10/2020: Declaration of Acceptance of Office signed and witnessed by the Clerk]</i> |
| 6. | <b>Speeding and Police Response Vehicles</b><br>A Community Speed Watch group (CSW) is being set up amongst residents at the southern end of Warwick Road, Leek Wootton, and they are keen to start. There is some concern that tensions are heightened on this subject due to the number of vehicles travelling through this part of Leek Wootton at speed. The CSW group will be fully trained by Warwickshire Police in the requirements and restrictions involved.<br>Cllr Tunkle, who is in contact with the group, agreed to act as PC liaison.<br><i>Clerk to contact PCSO Groom to ask for a report on progress in due course.</i><br>Resident who attended PC in July had erected a caution sign at their own expense after that meeting, but this has been destroyed by a mower. The Council discussed the  |

possibility of erecting a 'Concealed Entrance' sign. County/Cllr Redford agreed to investigate this possibility with WCC Highways.

*County/Cllr Redford to investigate [UPDATE 07/10/2020: County/Cllr received the following response from County Highways, "Warwickshire County Council does not supply or give agreement to the erection of Concealed Entrance or Private Access warning signs on the public highway. There are no authorised traffic signs or road markings available to warn drivers of the presence of the junction of a private access with a public highway. The County Council does not therefore provide or give permission for the erection of Concealed Entrance signs or similar, on the public highway. Such signs are not lawful under traffic signing Regulations issued by the Department for Transport. If placed on the public highway, a 'Concealed Entrance' sign would be considered an unlawful obstruction on the highway. Whilst Concealed Entrance signs can be seen near private accesses, they will have been placed on private property with the consent of the landowner."*

Repairs to radar operated speed monitoring sign. WCC Highways will charge £500 to investigate the cost of repairs. County/Cllr Redford offered to pay for this from his delegated budget and also to pay for required repairs. The PC thanked County/Cllr Redford and asked him to proceed.

*County/Cllr Redford to action this.*

7. **Leek Wootton War Memorial Recreation Ground Car Park Project**

Nothing to report. Project on hold due to grant funds reallocation to COVID-19 related needs.

8. **Leek Wootton Sports Club**

Following a letter from the ex-President of the Sports Club published in the Leek Wootton Link (Oct 2020) about the current Sports Club Committee, and which said, "If we cannot fill these [Committee] positions, after 131 years, Leek Wootton Sports Club may well be forced to close". The Chairman has spoken to the current President and the Chair of the Cricket section attended on his behalf to explain the current position at the Sports Club. He reported:

The Club is healthy, having recovered from a crisis in 2015. The COVID-19 closure has given opportunities to restructure and reorganise the Club and its administration. A number of Committee members want to step down. The tone of the letter was not as positive as the Committee feels the current position is and the Chairman will be writing to the Link in its next issue to allay fears. The Committee would still like to hear from members of the community who are interested in being involved.

The Council expressed its support.

The Cricket Chairman added that there are tricky times coming, because the condition of the building is not good and capital expenses will be required. This may present opportunities for the future.

The Chairman cited the Neighbourhood Plan and the concept of the Community Hub to incorporate the recreation ground and adjoining facilities. If the Sports Club should be rebuilt, the PC would like to bring it into the Hub and possibly redevelop as a multi-use building.

The Chairman proposed a working group to begin looking at developing ideas around this. The Cricket Chairman asked to be included in this working group.

*Working group to be set up in due course*

9. **Community Grant Fund**

No grant applications have been received.

The Council's annual 'stakeholder contribution' donation to the Leek Wootton Link is due and the Council agreed to give £300.

*Clerk to action*

Initial: RC

## 10. Progress Reports for information

### 10.1. Playground (Cllr Coates)

The safety inspection report has not yet been received, but is expected imminently. New permanent 'caution' signs on the gate have been purchased and will be fixed shortly.

The new trampoline installation has been commissioned and hopefully progress will be able to be reported at the next meeting.

### 10.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates)

Nothing to report.

### 10.3. Leek Wootton Village Hall Committee (Cllr Eldridge)

An EGM held in September. The hall is now open subject to COVID-19 rules and all users have attended training sessions.

The Committee is contemplating clearance of the moss on the roof and clearing/repairing gutters.

Trees have also been trimmed to prevent overhanging the hall and neighbouring properties.

### 10.4. Warwick Rural West Community Forum (Cllr Kirkwood)

Nothing to report. Virtual meeting to take place on 14 Oct 2020.

### 10.5. Community Engagement:

No events planned

### 10.6. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

Flooding: Work at Old School effective. Waiting for update from WCC Highways on 3 other matters. County/Cllr Redford to ask for update. *[UPDATE 08/10/2020: From WCC Highways, "(a) [Skew Bridge, HWR] We will issue a jetting order to investigate this issue. I know STW were on site in the last year or two doing something at this site. (b) Hill Wootton Road at the A46 overbridge was jetted recently but I have not yet received the report. I will chase the contractor for this information. (c) I issued a jetting order on 11th August to jet the gullies between Church Lane towards Golf Club/School Roundabout. I do not know if this job has been completed or not but I will chase it up.]"*

The Chairman has written to Severn Trent Water about the flooding problems in Leek Wootton at the Old School, Church Lane and the School, especially expressing concern about sewage being evident at 2 of these locations. Cllrs Coates and Kirkwood will be meeting with a STW representative on 22/10/2020. WCC Highways have been good at responding to immediate problems, but cannot deal with the mixed drainage system problem alone.

Cllr Kirkwood asked about progress with new signage on skew bridge.

County/Cllr Redford confirmed that the Order has been issued, but manufacture of the signage is delayed due to COVID-19 related issues. Cllr Kirkwood confirmed that the signage would be enhanced to show destinations in all directions.

Cllr Kirkwood encouraged drivers to use caution when using this junction due to the flooding being across the road.

- Grounds Maintenance Contract

Laurel hedge has been partially cut, but some still needs cutting. The Chairman suggested the volunteer task force carry this out when the excess soil from the trampoline installation is being removed.

The Chairman asked how Councillors felt about the performance of the contractors after their first year. It was agreed that work was better than previous contractors. Contract will be up for review in March 2022.

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- Other (Clerk)  
Nothing to report.

## 11. County and District Councillors' reports

### 11.1. Warwickshire County Council

WCC has instituted two crisis lines on its website: one for mental health and one for suicide. Further information is available on the WCC website.

The Chairman asked about the possible change to a unitary authority. Three alternatives have been discussed. WCC is waiting for the Government White Paper to be released, which will give further detail and will give information about the relationship with Parish Councils, which County/Cllr Redford believes will be the most important part and there is potential for Parish Councils to have more say in the running of their parish.

### 11.2. Warwick District Council

District/Cllr Redford referred to the unitary authority question and agreed that WDC is also waiting to see the White Paper.

Recent press releases:

- Clean Air Day is on 8 October 2020
- People's Inquiry on Climate Change

The Warwick Mop has been postponed. The Town Cryer has to verify the Charter every 10 years and this is the first time in over 700 years that it will not be done. Reviewed in March.

The number to book a COVID-19 test appointment is 119, not 111 and the local testing facility is the car park of the Ricoh Arena. Cllr Eldridge asked about someone who was sent to Warwick Racecourse. County/Cllr Redford confirmed that this is the mobile unit.

The Chairman asked the Clerk to add this information to the Council website and circulate. District/Cllr Redford also suggested encouraging people to download and use the NHS COVID-19 app on their smartphone.

*Clerk to add information to the website, noticeboards and circulate to WhatsApp groups and Street Champions.*

Cllr Kirkwood asked when the White Paper was expected to be published. Currently the expected publication is the Autumn.

## 12. Planning

### 12.1. To note planning decisions made:

- W/20/1214: The Granary, Dial House Farm, Ashow Road, Ashow - Application to separate existing dwelling into two units. Change of use of the existing garages and store to residential accommodation – WITHDRAWN

### 12.2. 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.

### 12.3. To consider new planning applications:

- W/20/1402 - Kenilworth Rugby Football Club, Warwick Road, Kenilworth, CV8 1FE - Full Planning Application for the relocation of Kenilworth Rugby Football Club including the construction of a new clubhouse, sports pitches, landscaping, earthworks, parking, access and ancillary facilities – Comment due: 14/10/2020  
Cllrs Kirkwood and Eldridge recommended that our main concern is the impact of traffic on the junction with Warwick Road. Cllr Kirkwood observed that the transport report is based on current traffic movements on the Warwick Road plus the current movements at the existing club sites on Birches Lane, Kenilworth, but the application does not reflect the increased number of pitches, a larger

Initial: RC

clubhouse or the impact of the neighbouring new housing currently being developed. The model does not correctly reflect the actual impact of the new Club site. The Council agreed to a letter being sent bringing these observations to the attention of the planners. There are also concerns about people having to cross the road in a 50mph zone. Screening and hedging on southern boundary should also be a requirement. The PC agreed with these recommendations.

*Cllrs Eldridge and Kirkwood to compose a response*

|                                      |  |                  |         |        |                                      |         |        |                          |         |         |
|--------------------------------------|--|------------------|---------|--------|--------------------------------------|---------|--------|--------------------------|---------|---------|
| 12.4.                                | Any other planning related issues. <ul style="list-style-type: none"> <li>For information ONLY: W/20/1511/TCA - Leek Wootton House, Warwick Road - 1 x Cherry Tree - Fell</li> </ul>   |                  |         |        |                                      |         |        |                          |         |         |
| 13.                                  | <b>Finance</b>   |                  |         |        |                                      |         |        |                          |         |         |
| 13.1.                                | The Financial Report for the month to 6 October was noted.   |                  |         |        |                                      |         |        |                          |         |         |
| 13.2.                                | The following payments were approved: <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Clerk's Expenses</td> <td style="width: 20%;">Vch 052</td> <td style="width: 20%; text-align: right;">£12.00</td> </tr> <tr> <td>Parish Online Subscription (mapping)</td> <td>Vch 049</td> <td style="text-align: right;">£96.00</td> </tr> <tr> <td>Grant: Leek Wootton Link</td> <td>Vch 053</td> <td style="text-align: right;">£300.00</td> </tr> </table>   | Clerk's Expenses | Vch 052 | £12.00 | Parish Online Subscription (mapping) | Vch 049 | £96.00 | Grant: Leek Wootton Link | Vch 053 | £300.00 |
| Clerk's Expenses                     | Vch 052  | £12.00           |         |        |                                      |         |        |                          |         |         |
| Parish Online Subscription (mapping) | Vch 049  | £96.00           |         |        |                                      |         |        |                          |         |         |
| Grant: Leek Wootton Link             | Vch 053  | £300.00          |         |        |                                      |         |        |                          |         |         |
| 14.                                  | <b>Parish Council Administration</b>   |                  |         |        |                                      |         |        |                          |         |         |
| 14.1.                                | Councillors' Areas of Interest<br>The Chairman thanked the Councillors for completing the survey. The Council is looking towards developing some Committees, which could also include 'lay' members, which would increase the visibility of the Council and increase co-operation with other organisations and individuals. The Chairman, Vice-Chairman and Clerk will look at this in advance of the next meeting, to discuss how this could be developed.<br>The Chairman asked the Clerk to send the survey to new councillor, David Elsy.  |                  |         |        |                                      |         |        |                          |         |         |
| 15.                                  | <b>Correspondence for information</b>  |                  |         |        |                                      |         |        |                          |         |         |
| 15.1.                                | List of correspondence was noted.  |                  |         |        |                                      |         |        |                          |         |         |
| 16.                                  | <b>Councillors' Reports and items for future agenda</b> <ul style="list-style-type: none"> <li>Broadband - Cllr Knott has received an email about a community fibre partnership to potentially fund improvement. Does County/Cllr Redford or District/Cllr Redford know anything about these partnerships? Service to Hill Wootton is poor, as are other remote hamlets and properties. Cllr Kirkwood observed that the Council should support this because it is included in the Neighbourhood Plan.<br/> <i>County/Cllr Redford to investigate</i></li> <li>Cllr Knott observed severe flooding at the dead-end of North Woodloes.</li> <li>Cllr Maisey observed that there was flooding on the corner in Hill Wootton, in the usual location, last Sunday, but it drained quickly this time.</li> </ul> |                  |         |        |                                      |         |        |                          |         |         |
| 17.                                  | <b>Date of next meeting</b><br>To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 3 November 2020 remotely via Zoom. District/Cllr and County/Cllr Redford gave their apologies for that meeting.   |                  |         |        |                                      |         |        |                          |         |         |
| 18.                                  | <b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>  |                  |         |        |                                      |         |        |                          |         |         |
| 18.1.                                | Personnel issues –   |                  |         |        |                                      |         |        |                          |         |         |
| 18.2.                                | Legal issues –   |                  |         |        |                                      |         |        |                          |         |         |

Signed: Richard Coates (Chairman)

Date: 3 November 2020

Initial: RC