



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 3 November 2020, remotely via Zoom

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**Present:** Councillors Coates (Chairman), Allison, Eldridge, Elsy, Kirkwood, Knott, Maisey and Tunkle, District/Cllr Wright and the Clerk

Lockdown 2

Before the meeting started, the Chairman referred to the second nationwide lockdown, expected to begin on 5 November and to last for 4 weeks. The Chairman has written to the Street Champions to ask them if they will again look out for their neighbours and reactivate their groups, if they have lapsed since the first lockdown. There are concerns about the vulnerability of some residents in the Parish and the Chairman asked all Councillors to keep an eye out for anyone who is isolated or may need support and report it to the Chairman or Clerk.

1.	<p><b>Apologies for absence</b></p> <p>County/Cllr Redford and District/Cllr Redford</p>
2.	<p><b>Declarations of Interest</b></p> <p>None</p>
3.	<p><b>Public Participation</b></p> <p>None present</p>
4.	<p><b>Minutes</b></p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 6 October 2020 were approved and signed.</p> <p>4.2. Matters arising not on agenda: The Chairman asked the Clerk to confirm that Cllr Elsy has now completed all paperwork required. He has and WDC Electoral Services have been informed.</p>
5.	<p><b>Speeding and response vehicles</b></p> <p>Cllr Tunkle advised that the CSW Group leader is sourcing forms and submitting to the Police. There are now 14 residents involved which will provide a good pool of people to draw from when carrying out speed watch exercises. They are not sure how/whether Lockdown 2 will affect progress.</p> <p>Cllr Eldridge explained the research he has carried out looking at mobile radar operated speed monitoring signs, which could be purchased by the parish council. As well as reactive signage, speed data can also be recorded. A discussion followed.</p> <p>The Council agreed that the idea is of interest, but requires further investigation to find out what permissions may be required from WCC Highways, what value having our own data would be and researching other parishes that may have a similar system in place.</p> <p style="text-align: center;"><i>Highways sub-group to investigate and report in January</i> <i>Cllr Eldridge to forward his research to the Highways sub-group</i></p>
6.	<p><b>Leek Wootton War Memorial Recreation Ground</b></p> <p>No progress</p>
7.	<p><b>Progress Reports for information</b></p> <p>7.1. Playground Cllr Coates reported that the suppliers of the trampoline are expecting delivery early next week. Installation can start in November, when a date is arranged. 'Dad's Army' to</p>

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attend to remove spoil to bottom end of the playground. On same day laurel could also be cut back.

*Cllr Coates to contact all when a date is confirmed with the contractors*

Lockdown 2 – playgrounds are able to remain open.

Permanent signs on gates have been erected.

Play Area Safety Inspection Report – Clerk has not received report yet [UPDATE 04/11/2020: Report received – inspection carried out on 30/10/2020. Clerk will circulate and publish on the website]

7.2. Leek Wootton War Memorial Recreation Ground

Waiting for tree works on roadside bank. Traffic management permission has not yet been obtained.

7.3. Leek Wootton Village Hall Committee

No meetings to report.

Cllr Eldridge has suggested the village hall considers a website for the purpose of publicising what activities are available to the community. He has arranged for a report giving advice and guidance to help the Committee to decide whether they wish to proceed. District/Cllr recommended applying to the Tesco Bag Fund.

7.4. Leek Wootton Sports Club

No further progress since October meeting.

Round table meeting to be organised in the new year to discuss future of Sports Club and Community Hub idea.

7.5. Warwick Rural West Community Forum

No activity.

7.6. Community Engagement:

7.6.1. No events planned.

The Clerk alerted the Council to the fact that 2021 will be Leek Wootton War Memorial Recreation Ground's Centenary. The Chairman was grateful for this reminder and hopes that there will be an opportunity for community events in 2021.

The Clerk forwarded the Chairman's message to COVID-19 Response Team, Street Champions and volunteers about Lockdown 2 as per pre-meeting statement by the Chairman.

7.7. Community Maintenance:

- WCC Highways
  - Skew bridge – jetting order placed
  - Radar operated speed sign – WCC policy is not to bring inspection team out from Norwich until they have a series of signs requiring inspection. Inspection is in register and County/Cllr Redford has agreed to pay for inspection and repair.
  - Church Lane - jetting has taken place. Noticed evidence of sewage [see Severn Trent item]
  - Skew bridge signage – WCC's contractors are awaiting manufacture of signage – no date for installation.
  - A46 underpass – jetting has taken place.
- Meeting with Severn Trent Water [STW], County/Cllr Redford, Cllrs Coates and Kirkwood.
  - We do not have a combined foul and surface drainage system. STW has shared system maps with Council, but not all assets are mapped. STW is mapping assets as and when there is an issue.

Initial: RC

- It is likely that there are mis-connections. Possible that builders may be connecting to wrong pipes during building work. If foul water is going into the surface water drainage system this is going into the water course. STW has no enforcement powers, so cannot demand change. Only way to get this changed is Environment Agency [EA] to report a foul emission into the water course, which would lead to WCC Highways proving it is not their fault and STW providing evidence and investigating which property the foul is coming from. EA could then enforce correction.
- Specific site issues raised:
  - The Old School sewer runs across old school playground and down The Meadows into The Hamlet. Possible blockage caused foul water in surface drain. STW to investigate.
  - Near new school – collection manhole collects Warwick Road waste and waste pumped up from The Warwickshire, then goes adjacent to school towards sewage works opposite Rio Grande. Possible blockage caused foul water in surface drain. STW to investigate.

New homes should not cause a problem because the pumping system leads to a holding tank, which has a controlled discharge into the mains system, therefore if there are more drains leading to the holding tank, the contents will still be discharged into the mains system at a controlled rate. If the mains to the sewage treatment works is clear, there should be no problem.

  - Church Lane – STW assets are not mapped. Have undertaken to map this system.
  - STW have given details of their Developer Services Asset Protection Group and it will be made aware of possibility of 80-120 houses being built at the Woodcote site. Sewage on Woodcote Lane and Waller Close goes through the woods to a pumping station, which is pumped up into village and flows down to Warwick Road.
  - STW has asked that anyone with problems with STW fresh or foul water to log it on the website to raise priority.

*County/Cllr Redford to investigate with WCC Highways what asset maps they hold and share with STW*

Cllr Allison mentioned that a resident on Waller Close had raised an issue with sewage on Police land with the Police. This appears to be a STW maintained asset, which requires regular maintenance.

Cllr Elsy asked about Kenilworth storm relief going into Cattle Brook on Warwick Road (near Broadlane Leisure). After storms there is a lot of foam where it joins River Avon in Chesford Woods. District/Cllr Wright referred to district-wide issues that are causing run-off, e.g. A46, etc. District/Cllr Wright encouraged the Council to report issues when spotted.

*Cllr Kirkwood to investigate issue*

- The Chairman asked whether the regular flooding location in Hill Wootton ever smells of sewage. Cllrs Elsy and Maisey said that it does not. Grounds Maintenance Contract – nothing to report
- Other (Clerk)
  - Tink-a-Tank – Clerk reported on mixed feedback from adjacent residents when the PC suggested it could take on maintenance of the path. Clerk has written again to say that the idea will be put on hold, but could be reviewed if required. The PC's contractors will continue to maintain the section it required to undertake.
  - Bikes on the Tink-a-Tank – The Clerk also raised this issue and the adjacent residents expressed reluctance to see increased signage in the rural area. The

Clerk has sourced some 3” roundel signs, which could be added to way marker posts or gate posts, which will reiterate that it is a footpath only.

A discussion followed during which the issue of bikes using the field behind The Meadows and The Hamlet, which is very muddy and restricted with the heras fencing around the field, and the Chesford woods.

It was decided to purchase 6 pairs of roundel signs for various locations.

8.	<p><b>County and District Councillors’ reports</b></p> <p>8.1. Warwickshire County Council – no report</p> <p>8.2. Warwick District Council (District/Cllr Wright)</p> <p>Investigating combining waste services contract with Stratford on Avon District Council for cost savings</p> <p>HS2 – discussing B4115 Chesford jct – restructuring and making 1-way – all would cause roads chaos. Looking at leasing a different piece of land which will be accessed from A46 Stoneleigh jct.</p> <p>Outline planning for housing on Thickthorn – water run-off towards LW&amp;GC. Applicants are interested in cooperating.</p> <p>A46 works – asking for future planning and coordinating within 5 or 10-mile radius</p> <p>Looking at 2021/22 budget – brought forward. Expecting a deficit, but predict WDC with be healthier than some other Councils</p> <p>Plan for Newbold Comyn</p> <p>No news on planning white paper</p> <p>Local government reforms - Warwickshire has not been selected</p> <p>The Chairman asked whether, in view of statement that WDC expects to be healthier than other Councils, the RUCIS Fund may be available again. District/Cllr Wright is not sure. Risk that Town and Parish Councils ‘sitting on’ reserves may have services devolved to Town or Parish Council level.</p>
9.	<p><b>Planning</b></p> <p>9.1. To note planning decisions made:</p> <ul style="list-style-type: none"> <li>• 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 – No comment submitted – GRANTED</li> </ul> <p>9.2. A report on the progress of current planning applications:</p> <ul style="list-style-type: none"> <li>• 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 – NO OBJECTION but concerns about traffic and speed in the area – PC Comment (Sent 14/10/2020) – <b>No comment from WCC Highways in response to the PC’s comments about traffic issues – Landscaping comments agree with ours about hedging on southern boundary</b></li> </ul> <p>9.3. To consider new planning applications:</p> <ul style="list-style-type: none"> <li>• None</li> </ul>
9.4.	<p>Any other planning related issues.</p> <ul style="list-style-type: none"> <li>• W/19/0785 Wootton Lodge – <b>Gates have been erected on boundary, despite planning objections being withdrawn because the wall and gate were removed from planning. These have been erected under permitted development (up to 1m high). PC has raised the issue that the gate is a highway safety issue, as argued by District/Cllr Wright and WCC Highways. Has been referred to Planning Enforcement.</b></li> </ul>

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- Cllr Eldridge has inquired about near complete tarmacking of a front garden and been advised that, as long as it drains on the property, this is permitted.

**For Information ONLY:**

W/20/1417 – 30 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Application for a Lawful Development Certificate for proposed erection of single storey rear extension in accordance with drawing numbers 3714/01, 3714/02, 3714/03 submitted to the LPA on 11th September 2020, with the external materials proposed to match existing. – An application for a Lawful Development Certificate does not require a response like a Planning Application.

**10. Finance**

10.1. The Financial Report for month to 3 November 2020 was noted.

10.2. The following payments were approved:

Clerk's Expenses + refund + back pay	Vch 060	£121.11
Domain & Web Services	Vch 057	£48.00
Refund of expenses (playground signage)	Vch 063	£68.22

**11. Parish Council Administration**

11.1. Councillors' Areas of Interest

The Chairman thanked all Councillors for expressing their areas of interest and everyone has accepted at least 3 areas of interest. The aim is to spread the discussion. Topics can be discussed by the sub-group and recommendations brought to the full Council meetings for consideration. Existing issues will be now picked up by the relevant sub-groups.

There may be some crossover, e.g. broadband could come under Community Development and the Environment.

A spreadsheet is provided in the appendix.

11.2. Website

This item was omitted at the meeting.

*[For information, the Clerk has added Privacy and Accessibility statements, along with the website policy that was approved in July, to the PC website (located in the footer area) to comply with the [Web Content Accessibility Guidelines version 2.1](#)]*

**12. Correspondence for information**

12.1. No issues

**13. Councillors' Reports and items for future agenda**

Cllr Knott – Broadband – There is a small group that is planning to meet to discuss next steps. Could the PC register the Council with CSW Broadband. The Chairman asked whether it would be worth contacting the CEO of CSW Broadband directly; apparently the MP's assistant has contacted them and been told CSW is 'considering it'.

*Cllrs Elsy & Knott to investigate an appropriate contact to write to*

Cllr Knott also asked about the overhanging ivy on Woodcote Lane and Cllr Kirkwood has observed fallen leaves and is planning to ask WCC Highways about this. Ivy would be an appropriate job for the Community Payback Team but they are unlikely to be coming out during Lockdown. Perhaps a job for Dad's Army during lockdown.

*Cllr Kirkwood to ask WCC Highways about both ivy and fallen leaves*

**14. Date of next meeting**

To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 5 January 2020, 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 – None

15.2. Legal issues – None

Signed: Richard Coates (Chairman)

Date: 05/01/2021

Initial: RC



## Leek Wootton & Guy's Cliffe Parish Council

### Appendix Item 11.1 – Councillors' Areas of Interest

	Finance	Planning	Environment	Playground	Community Development	Emergency Planning	Highways	Hill Wootton	Guys Cliffe
<b>Richard Coates</b>	✓	✓		✓	✓				
<b>Paul Eldridge</b>	✓	✓				✓			✓
<b>Jim Kirkwood</b>	✓	✓					✓		
<b>Keith Knott</b>	✓		✓	✓					
<b>Joy Maisey</b>			✓		✓			✓	
<b>Stephanie Allison</b>			✓		✓	✓			
<b>David Elsy</b>		✓			✓		✓	✓	
<b>Peter Tunkle</b>				✓		✓	✓		

Initial: RC