



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 2 March 2021, remotely via Microsoft Teams

---

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

1.	<b>Apologies for absence</b> District/Cllr Wright
2.	<b>Declarations of Interest</b> None
3.	<b>Public Participation</b> None present
4.	<b>Minutes</b> 4.1. The minutes of the parish council meeting held on Tuesday, 2 February 2021 were approved and signed (proposer: Cllr Kirkwood / seconder: Cllr Eldridge). 4.2. Matters arising not on agenda: None
5.	<b>Speeding and Response Vehicles</b> No further information received from WCC Highways by Cllr Kirkwood. Highways group needs to consider locations for signage. <i>Clerk to send reminder to WCC Highways</i>
6.	<b>Development of land at Woodcote (Warwickshire Police Headquarters)</b> Cllr Coates updated Council that a meeting has been arranged with the Planning Group and Head of Planning, District Cllrs and others on 08/03/2021 to discuss this potential development and outline our concerns. Will report to all in due course. <i>Cllr Coates to send background document to District/Cllr Redford</i>
7.	<b>Leek Wootton War Memorial Recreation Ground Car Park</b> Nothing to report.
8.	<b>Broadband</b> Hill Wootton has received notification today, via WhatsApp, that CSW has approved fibre to premises, funded by CSW. Cllr Elsy to find out more information. Removing the Hill Wootton premises from the CFP project will reduce the number of vouchers available, but will also reduce the cost of the project. CFP – Clerk has set up an online account and uploaded 115 addresses. Waiting for circa 3 weeks to receive project proposal and quotations. It was decided to leave the Hill Wootton addresses on the portal, because the organisations should be aware of projects and this can be discussed at quotation stage.
9.	<b>Progress Reports for information</b> 9.1. The Playground (Cllr Coates) Nothing to report. Regularly busy 9.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates) Nothing to report

Initial: RC

- 9.3. Leek Wootton Village Hall (Cllr Eldridge)  
Nothing to report. Website development under progress.  
Scaffolding was due to moss removal from the roof.
- 9.4. Leek Wootton Sports Club (Cllr Allison)  
Re-opening (in accordance with the Government roadmap timetable):
- 29 March: outdoor open sport will begin, football and cricket nets.
  - 1 May onwards: cricket + bar for outdoor service only, during matches.
  - 17 May: groups of 6 inside table-service only.
  - 21 June: fully open and renting out once all restrictions lifted.
  - 9 July: AGM
- Dates may be subject to change, in line with Government roadmap.
- 9.5. Warwick Rural West Community Forum (Cllr Kirkwood)  
Nothing to report.
- 9.6. Environment Group (Cllr Maisey)  
Followed up on resident's offer of free Alder Buckthorn whips, which have been advertised in The Link. This prompted discussion within the Environment Group and 2 residents and some initial comments/ideas forthcoming include:
- *The Link* already promotes the environment and environmental concerns with items like the Hedgehog Hospital, photos, EcoChurch and the Forest School.
  - Tree-planting – possibly on the field north of The Warwickshire driveway. Another resident has seen OVO/Earthwatch campaign for Tiny Forests (<https://earthwatch.org.uk/component/k2/earthwatch-ovo-202007271041>).  
*Cllr Maisey to investigate Tiny Forests further*
  - Bee-friendly flower planting – Campaign to involve children.  
*Cllr Elsy to contact British Bee Keeping Association at Stoneleigh to find out about seeds and/or 'bee bombs'*  
*Cllr Allison suggested talking to the Horticultural Society*
  - Recycling – idea for second-hand, sharing, borrowing and lending promoted via Facebook. Could this be done on the existing community Facebook group.
  - Promote understanding and awareness, climate change, etc.
  - Litter – litter-picking campaign. Posters and *The Link* encouraging people to take a bag and collect when out walking . Cllr Knott made Council aware of a pair of teenagers doing litter-picking and are going to produce a report.  
*Clerk to purchase 6 litter pickers and bag hoops for litter-picking*
  - All Together Greener is an established environmental group in Kenilworth that it may be worth working with.  
*Cllr Allison to forward information about that group*
- Cllr Coates thanked the group for their thoughts. He noted that the field at The Warwickshire is in the green belt, so permission may be required.  
Cllr Kirkwood raised sustainability in new housing and a discussion followed. District/Cllr Redford confirmed that WDC has policies in place for sustainability in house building.  
*Could be raised at planning meeting on 08/03/2021*
- 9.7. Community Engagement
- 9.7.1. Date TBC: Annual Parish Assembly  
Clerk is monitoring legislation as to whether the requirement to hold this between the usual dates will be re-instated in 2021/22.
- 9.7.2. Date TBC: Parish Summer Fête  
Clerk wrote to various community groups on 08/02/2021 to explore interest in a community event, suggesting possibly on or around 5 July. On 22/02/2021 the Government 'Roadmap' was published, which proposes Stage 4 (near total relaxation of

restrictions) will happen no earlier than 21/06/2021. This makes 5 July tight, especially as there is a risk of dates slipping, depending on effectiveness of earlier stages.

The Horticultural Society Annual Show is customarily held in the weekend before the August Bank Holiday (therefore, this year: 21/08/2021), so rather than have 2 events in close proximity, it was decided to explore possibilities with the Horticultural Society of perhaps working to create a larger event.

*Clerk to make initial contact with the Horticultural Society*

9.8. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

Cllr Kirkwood has no further information on the live issues.

Cllrs Eldridge, Knott and Maisey noted that the drain under skew bridge has been dug out and jetted.

Skew bridge signage: County/Cllr Redford still being told that COVID-19 is causing hold-ups. Not acceptable and is making it clear that backlog on road safety issues is not acceptable.

Ivy opposite layby on Warwick Road: ownership investigation is still ongoing with WCC Highways legal department. Issue is causing narrowing of pavement for pedestrians and difficulty when exiting the neighbouring driveway.

*County/Cllr to investigate whether this could be cut back by Highways for road safety reasons and charge the owner in due course.*

- Grounds Maintenance Contract – nothing to report. Going into Year 2 of our contract.
- Other (Clerk)

School Hedge: Diocesan Multi-Academy Trust has had tree inspections and there are 2 dead trees in the hedgerow. Asked whether this was Parish responsibility.

Clerk has responded with copy of report of history and explaining that the Council had offered, as a one-off and without taking ongoing responsibility for the hedge, to have the Community Payback Team clear it.

Rubble on land off Gaveston roundabout is still there.

*Cllr Coates to contact contractors to establish progress.*

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

10.1. Warwickshire County Council

Warwickshire COVID-19 infection rate falling county-wide, but risen slightly in Warwick District.

Pound Lane Lateral Flow Test Centre is most used in the County.

Issued over 3,000 laptops to children.

Highways now have three jetting machines.

10.2. Warwick District Council

New round of grants launched on 01/03/2021. Aimed at rated and non-rated businesses that have not been eligible for previous support.

Referring back to item 9.6, WDC has an aim of planting 160,000 trees. If the Environment group is looking for whips to plant, please contact WDC.

11. **Planning**

11.1. To note planning decisions made:

- 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) – going to planning committee 02/02/2021 – GRANTED

*Cllr Eldridge has communicated to the WCC Highways contact that the Council has concerns about the pedestrian access to the site, including crossing the road. The matter will be put to the cycling and pedestrian division of Highways.*

Initial: RC

11.2.	A report on the progress of current planning applications:									
	<ul style="list-style-type: none"> <li>• None</li> </ul>									
11.3.	To consider new planning applications:									
	<ul style="list-style-type: none"> <li>• None</li> </ul>									
11.4.	Other current applications (FOR INFORMATION ONLY)									
	<ul style="list-style-type: none"> <li>• W/20/1574 - Guys Cliffe House, Coventry Road, Guys Cliffe, Warwick, CV34 5YD - <b>Application for Lawful Development Certificate</b> for proposed siting of a caravan and formation of hardstanding in accordance with the details shown on the site location plan and details of the caravan submitted to the Local Planning Authority on 5 October 2020 <i>District/Cllr Redford to investigate the delay.</i></li> <li>• W/21/0175/TCA - Anchor Inn, Warwick Road, Leek Wootton, Warwick, CV35 7QX - T1 - Sycamore – Fell</li> <li>• W/21/0174/TCA - 2 Home Farm, Leek Wootton, Warwick, CV35 7PU - T2 - Sycamore - Re-pollard back to old pollard points, approx. 4 metres of regrowth to be removed</li> </ul>									
11.5.	Any other planning related issues. Cllr Eldridge has spoken the WCC Highways about the new residential gate on Warwick Road and has been advised that they cannot comment before inspection.									
12.	<b>Finance</b>									
12.1.	The Financial Report for the month to 2 March 2021 was noted. Clerk commented that the VAT reclaim that has not been paid was claimed in December. Clerk has contacted HMRC today to find out whether this has been received. <i>[UPDATE 04/03/2021: This VAT Reclaim has now been received]</i>									
12.2.	The following payments were approved:									
	<table> <tr> <td>Training: Councillor Fundamentals</td> <td>Vch 097</td> <td>£30.00</td> </tr> <tr> <td>Grounds Maintenance (MAR)</td> <td>Vch 099</td> <td>£137.40</td> </tr> <tr> <td>Clerk's Expenses</td> <td>Vch 100</td> <td>£12.00</td> </tr> </table>	Training: Councillor Fundamentals	Vch 097	£30.00	Grounds Maintenance (MAR)	Vch 099	£137.40	Clerk's Expenses	Vch 100	£12.00
Training: Councillor Fundamentals	Vch 097	£30.00								
Grounds Maintenance (MAR)	Vch 099	£137.40								
Clerk's Expenses	Vch 100	£12.00								
13.	<b>Parish Council Administration</b>									
13.1.	Meeting Calendar 2021/22 was circulated with the Agenda Current legislation only allows online meetings until 07/05/2021, but indoor group meetings are not possible until Stage 4 of the Government roadmap, no earlier than 21 June. June and July meetings are therefore marked as venue TBC.									
13.2.	Council Communications The Clerk reminded all Councillors that when using their Council email account to send email, the Clerk should be copied-in (CC or BCC) for information.									
13.3.	Training <ul style="list-style-type: none"> <li>• Clerk attended Introduction to Equality, Diversity and Inclusion (EDI) 23/02/2021</li> <li>• Cllr Elsy has been booked to attend 'Councillor Fundamentals' on 24/06/2021 <i>Any other Councillors who would like to sign up for any training should contact the Clerk</i></li> </ul>									
14.	<b>Correspondence for information</b> Nothing to note									
15.	<b>Councillors' Reports and items for future agenda</b> Cllr Allison expressed interest in looking at Emergency Planning group meeting.									

Initial: RC

16.	<b>Date of next meeting</b> To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 6 April 2021 via Microsoft Teams.
17.	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
17.1.	Personnel issues – None
17.2.	Legal issues – None

Signed: Richard Coates (Chairman)

Date: 06/04/2021

Initial: RC