



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 4 May 2021, online via Microsoft Teams, immediately following the Annual Meeting following the Annual Meeting of the Parish Council

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

1.	<p>Declarations of Interest None.</p>
2.	<p>Public Participation None present</p>
3.	<p>Minutes</p> <p style="margin-left: 20px;">3.1. The minutes of the meeting held on 6 April 2021 were approved (proposed: Cllr Maisey / seconded: Cllr Knott).</p> <p style="margin-left: 20px;">3.2. Matters arising from the minutes None</p>
4.	<p>Speeding and Response Vehicles Nothing to report</p>
5.	<p>Development of land at Woodcote (Warwickshire Police Headquarters) No further developments. The Police & Crime Commissioner for Warwickshire role is up for election on 6 May 2021. Cllr Coates expects progress fairly promptly after the election if Mr Seccombe is re-elected.</p>
6.	<p>Leek Wootton War Memorial Recreation Ground Car Park Warwick District Council RUCIS fund has started up again. Its budget is c.£100,000. The Chairman of Leek Wootton Village Hall has agreed to handle procurement, etc. Should the Council agree to go ahead with the PWLB loan application, once secured it can then apply to RUCIS for the match-funding. RUCIS requires three quotations for the work. The three quotations previously obtained are now 2-years out of date and will require three new ones. RUCIS also requires work to commence on the project within 6-months, or the money will be confiscated. Finance Committee to meet and discuss the project and PWLB loan arrangements next week. LWVH Committee has expressed concern about condition of the car park and are considering interim repairs. They may be prepared to invest in interim repairs. Must consider the ongoing costs of maintenance for the new car park. The sewer works are to be carried out under a separate contract for LWVH. A discussion followed. <i>Finance & Risk Committee to meet [UPDATE: Meeting scheduled for 13/05/2021]</i></p>

7.

Broadband

The Clerk reported that there are a number of outstanding questions that have been referred to the Regional Engagement Manager, but no response has yet been received.

Openreach has confirmed that there are two other projects, one covering The Hayes, North Woodloes and Woodloes Lane which is at a pre-approval stage, the other covering properties on Warwick Road north of the school, which is expected to be completed in the summer. The Clerk has written to let residents who had signed up to the CFP project know.

Hill Wootton project with CSW Broadband has an estimated completion date of 18/06/2021.

Clerk to chase response from Regional Engagement Manager

8.

Progress Reports for information

8.1.

The Playground (Cllr Coates)

Being heavily used. There is concern about play bark surface getting trampled and moved. A working party to turn over the bark was proposed using tiller/rotovator. The grass is also overgrowing the path, which could do with cutting back. A school day in early September was proposed.

Cllr Coates proposed a 'Dad's Army' day to work on the playground before the summer holidays.

8.2.

LW&GC Environment Group (Cllr Maisey)

Bee-Friendly Garden competition is being advertised.

Litter - an article was published in *The Link* (May 2021) by Duke of Edinburgh Award [DoE] litter-pickers. Two PC litter-pickers are currently out on loan to someone else doing their DoE.

A discussion followed.

District/Cllr Redford asked that fly-tipping be left in place, reported to WDC and, if you have a phone on you, take a photograph with date, if possible.

8.3.

Leek Wootton War Memorial Recreation Ground (Cllr Coates)

Nothing to report.

8.4.

Leek Wootton Village Hall (Cllr Eldridge)

AGM of LWVH in April. Directors and committee remain in post. Currently open to educational users until 17 May. Will be fully open in June if roadmap remains on course.

A number of the brown plastic chairs have gone missing.

There is a problem with junior footballers/non-hirers using the village hall toilets, which is contrary to COVID-19 guidelines. The Clerk sent contact information for the Sports Club to LWVH and Cllr Allison said she would raise it with the sports club.

LWVH to review ongoing maintenance of the hall. The roof has been de-mossed and gutters repaired over lockdown. Have expressed concern about the car park condition (see item 6).

8.5.

Leek Wootton Sports Club (Cllr Allison)

LWSC thanks the Recreation Ground Trustees for agreeing to helicopter landing on the ground.

Cricket has started up again. Good turnout with fixtures every Saturday and every other Sunday. Will go on until mid-September.

Football has now ended for the season.

Club reopened from 30 April with outside service. Will be available for use in line with Government guidelines, indoor drinks from 17 May.

Initial: RC

AGM in July - no actual date. Cllrs Allison and Knott hope to attend.

Chairman of the Cricket Club will attend a future meeting to talk about plans for the future of the Sports Club building. CIL money will hopefully be forthcoming from the developers of Woodcote.

8.6. Warwick Rural West Community Forum (Cllr Kirkwood)

Nothing to report. Awaiting news of future plans for the Forums.

8.7. Community Engagement

8.7.1. Date TBC: *Vie Associative* (Clubs & Societies 'trade fair')

Cllr Allison presented the idea of a *Vie Associative* that is held in communities in France. To combat loneliness and show that there is an activity for everyone to be involved with. Experience of moving to this community gave the idea of holding such an event around the start of school time in September.

LWSC is interested in being involved.

A discussion followed.

One question, what constitutes a community group. Does the Warwickshire qualify?

Date: 11 or 12 September. Cllr Allison to check whether cricket will still be playing.

Clerk to investigate with Village Hall availability on Sat or Sun in early September

Clerk and Cllr Allison to prepare promotional material and contact groups, etc

8.8. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

Written to County Highways about VAS on Warwick Road, which has been referred to lighting - awaiting further action

- Grounds Maintenance Contract

Laurel to be looked at.

Clerk to ask grounds maintenance company to look at this

Clearance of the tink-a-tank not necessary yet. Please advise the Clerk when it gets out of hand.

- Other (Clerk)

WCC Highways signs at skew bridge - bolted onto old signs. Cllr Eldridge raised this after the April meeting.

Cllr Kirkwood to raise with WCC Highways

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

9.1. Warwickshire County Council

County/Cllr was not present and in purdah due to County Council elections on 6 May 2021.

9.2. Warwick District Council

Nothing to add to the report delivered during the Annual Parish Assembly. Copy available on the PC website at <https://www.leekwootton.org.uk/2021/05/04/annual-parish-assembly-4-may-2021-reports/>

10. **Planning**

10.1. To note planning decisions made:

- None

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

- None

10.3. To consider new planning applications:

- W/21/0097 - Tower House, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Erection of proposed outbuilding to provide garden storage and WC.

Initial: RC

Circulated to all Councillors. No objections.

Clerk to submit no objection

10.4. Other current applications (FOR INFORMATION ONLY)

- W/20/1574 - Guys Cliffe House, Coventry Road, Guys Cliffe, Warwick, CV34 5YD - Application for Lawful Development Certificate 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.
District/Cllr has investigated delay.
- W/21/0650/TCA - Reading Room Cottage, Church Lane, Leek Wootton, Warwick, CV35 7QZ - 1 x Apple - Remove, 1 x Lilac - Remove.
- Cllr Eldridge contacted WCC Highways contact about access and safety of gates not being recessed from the carriageway. Response was disappointing, only saying that if enforcement is not doing anything, there is nothing they can do.

11. **Finance**

11.1. The Financial Statement 2020/21 was noted.

[UPDATE: The RFO's Financial Report 2020/21 is now available online at <https://www.leekwootton.org.uk/2021/05/04/annual-parish-assembly-4-may-2021-reports/>]

Cllr Kirkwood raised questions about depreciation on the Asset Register. To be investigated and discussed at the Finance Committee meeting next week.

11.2. Annual Governance & Accountability Return 2020/21

The Certificate of Exemption was approved for signature and submission.

11.3. The Financial Report to 4 May 2021 was noted.

11.4. The following payment was approved:

Vch 013	Clerk's Expenses	£12.00
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The Chairman informed the Council that the Finance Committee has discussed the Clerk's salary. She can go up a level on her salary grade from SCP11 to SCP12 before she qualifies and the Finance Committee proposed that her salary be raised to SCP12 effective immediately and, in order to help her gain her qualification, giving her an extra 5 hours in May and June 2021.

The Finance Committee has delegated powers to decide, but wished to ask the full Council for agreement.

12. **Parish Council Administration**

12.1. Training (see: www.walc.org.uk)

No additional training required.

13. **Correspondence for information**

No issues raised from the correspondence.

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

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

Nothing to report.

15. **Date of next meeting**

To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 1 June 2021 at Leek Wootton Village Hall.

Initial: RC

District/Cllr Redford urged caution and full compliance with the COVID-19 regulations for all official Council events.

Apologies for that meeting from Cllrs Elsy, Kirkwood and Knott

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| 16. | To consider the exclusion of the public and press in the public interest for consideration of the following items: |
| 16.1. | Personnel issues. None |
| 16.2. | Legal issues. None |

Signed: Richard Coates (Chairman)

Date: 01/06/2021

Initial: RC