



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 7 September 2021 at Leek Wootton Village Hall

Present: Councillors Eldridge (Chairman), Elsy, Kirkwood, Knott, Maisey, Tunkle and the Clerk

1.	Apologies for absence Cllrs Allison and Coates, District/Cllrs Redford and Wright, County/Cllr Redford
2.	Declarations of Interest None
3.	Public Participation None present
4.	Minutes 4.1. The minutes of the parish council meeting held on Tuesday, 6 July 2021 were approved [1: Cllr Maisey / 2: Cllr Kirkwood] and signed. 4.2. Matters arising not on agenda: <ul style="list-style-type: none">• Question about school bollards. Deferred until Cllr Allison present.
5.	Speeding and Response Vehicles Cllr Tunkle reported that the CSW Lead [a resident] distributed a package to Warwick Road residents, which included a bin sticker and an application for training. Cllr Tunkle sent off his form. CSW Lead asked for report on progress with training, but nothing to report. Bin stickers are being used. Cllr Eldridge noted Warwickshire Police website article which reads, "... <i>In Warwickshire each group uses the LTI speed laser independently purchased by either the group itself or the local parish council.</i> " (https://www.warwickshire.police.uk/news/warwickshire/news/2021/august/ten-new-community-speed-watch-groups-are-welcomed-to-warwickshire/). The Council is not aware of this potential cost implication. Cllr Kirkwood said that when he met with the Police they had been very clear that they would provide the equipment so that they could be satisfied that the equipment was correctly calibrated so that all data is accurate. Requires investigation. <i>Clerk to forward article link to Cllr Tunkle, who will investigate whether laser is required to be purchased. Potential cost may require budgeting for.</i>
6.	Development of land at Woodcote (Warwickshire Police Headquarters) Nothing to Report
7.	Leek Wootton War Memorial Recreation Ground 7.1. Report on progress of car park Closing date for tenders from Contracts Finder website is 10/09/2021. 15 enquiries received from the website, 2x wanted to tender for tree works only, but contract not to be split up. 13x sets of tender documents sent out, of which there are 4x confirmed withdrawals. Cllr Coates and the Contract Adviser [a resident] have responded to queries, but no final tenders received yet. Cllr Kirkwood raised requirement for formal procedure to open tenders, in accordance with Standing Orders. This will be formally arranged with the Clerk and Finance Cttee. Tenders will then be sent to the Contract Adviser for adjudication and follow-up.

Initial: RC

Clerk to receive final tenders and, if any are received, arrange for official opening.

7.2. LW&GC Community Hub

The Council considered the statement written by Cllr Eldridge and addressed to this Council for discussion, making observations about the future of the various organisations involved in and around the Community Hub area (as identified in the Neighbourhood Plan). Cllr Coates also forwarded this to the Trustees of the Recreation Ground (of which he is also Chairman) and the response received was circulated to the Council before this meeting and both documents were considered.

A discussion followed in which it was agreed that the statement was originally intended to be an internal document for discussion and that it is now in the public domain (although not circulated to all organisations affected). The Trustees' response is somewhat defensive and raises a number of questions and points requiring clarification.

It was agreed that a formal letter referring to this discussion be sent to the Trustees, asking for a face-to-face meeting as the next step.

8. Broadband/Community Fibre Partnership [CFP]

Cllrs Coates, Knott, the Clerk and Rural Engagement Manager, Openreach, met via Teams on 18/08/2021 (third attempt). A follow-up meeting was to be held on 02/09/2021, but the Openreach representative was not available. Clerk to re-arrange. Cllr Knott gave an update of the meeting. It was a productive meeting and Openreach explained the mechanism for avoiding liability. We do not have a definition of the CFP yet in relation to exact addresses, so still have no cost. Progress in Hill Wootton with CSW is unclear. Openreach was to investigate with CSW and bring information to next meeting.

Once we have a firm set of addresses agreed, Openreach will carry out a survey and come up with a firm quote. They then have system for householders to 'pledge' to take up fibre to the premises, which are then presented to DCMS for Government funding. DCMS will analyse and respond.

No up-front cost to householder - householder would be signing up to purchase the fibre from their provider once connected.

Cllr Kirkwood observed there are markings on Warwick Road saying 'fibre' adjacent to BT box. Cllr Knott agreed that we are aware of a number of other projects, but that the CFP will act as a catchall for properties that 'slip through the net' of other projects.

Clerk to re-arrange CFP meeting with Openreach

9. Progress Reports for information

9.1. The Playground (Cllr Coates - absent)

Dad's Army has done 2 sessions and have made good progress.

Laurel hedge has been cut back, as has beech hedge by toilet block.

Turned playbark, but gradually turning to powder, so replacement requires consideration.

Inspection should take place in September.

9.2. LW&GC Environment Group (Cllr Maisey)

BeeFriendly garden competition winner. Cllr Maisey and the Clerk met the winner and the entry was included in *The Link*.

9.3. Leek Wootton War Memorial Recreation Ground (Cllr Coates - absent)

Nothing to report

9.4. Leek Wootton Village Hall (Cllr Eldridge)

An EGM was held when Cllr Eldridge was away and he is not aware of having received a notice.

Initial: RC

LWVH has substantial funds in the bank, and has received COVID-related contributions from the District and County Councils. Works carried out include de-mossing roof, clearing gutters and external paintwork. Contingency fund includes allocations for 'COVID losses', new drain, new heating and new doors. Doors are to be replaced and there are concerns about chairs to be replaced.

In response to question, contribution to car park refurbishment is not within contingency figures.

A discussion followed.

9.5. Leek Wootton Sports Club (Cllr Allison - absent)

The Sports Club member who has been running the children's football clubs and undertaken a lot of jobs within the club has left the area. His role will be divided up into several roles, to be agreed.

No news received on an AGM date.

9.6. Warwick Rural West Community Forum (Cllr Kirkwood)

Nothing to report and questioning whether carrying this item forward on the agenda is necessary, until further notice.

9.7. Community Engagement

9.7.1. 11/09/2021: Community Live

Plans are well under way. 28 or so clubs are to attend. Encourage people to come along.

Cllr Kirkwood announced that the Police have an open day on 11th. The whole village has not been invited, so this was news to most Councillors. That event finishes at 4pm, which is when the Community Live starts.

Councillors to come and erect gazebos at 9:30am. Indoor setup to begin at 2:30pm.

9.7.2. 02-05/06/2021: HM The Queen's Platinum Jubilee

It was decided to get through Community Live on Saturday, when ideas could be gathered.

Small Planning Committee to get together for a meeting to beginning discussions. Committee to include Churchwarden and the Community Engagement group.

Initial meeting to be arranged

9.8. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
Warwick Road has currently got roadworks - STW re-installing potable water supply.
Requested WCC Highways cut back ivy on Woodcote Lane
Retaining wall in Woodcote Lane has been repaired and hedge opposite the layby has been cut back.
Beech hedge on Woodcote Lane will need attention shortly as well (WDC Contract Services)
- Grounds Maintenance Contract
Nothing to report - Re-tendering over winter (renewal due in March - re-tender in November). Is it worth considering using the Contracts Finder website to advertise this time? Note - the Sports Club has asked to be considered as a contractor, when the tender comes up for renewal.
- Other (Clerk)
Rights of Way
(1) Cllr Knott asked about the FP W174 from Warwick Road to Hill Wootton is overgrown. Clerk reported that a member of the public has raised this. Clerk referred issue to WCC RoW Officer. Response reads, "*The County is aware of this, and the owner/s of the encroaching hedge will be written to instructing them to cut the hedge back. Once the encroachment has been dealt with a more accurate assessment can be made as to the available*

Initial: RC

width of the path and clearance of the surface vegetation can take place.” Cllr Knott noted that some of the hedges that require cutting back may belong to adjacent landowners.

Clerk to write to WCC RoW Officer to highlight issue of neighbours’ hedges

- (2) The Clerk outlined issues affecting Rights of Way and access to the river. New signage, fencing and gates have been installed by a commercial ‘fishery’ by the owner of the fishing rights to the river. This affected LW&GC Parish at footpath W177 over the first bridge from the Saxon Mill, where a fence has been erected adjacent to the ancient cobbled ‘roadway’, which is not currently an appropriate footpath surface, but now pedestrians are unable to walk around it. The Clerk has raised this with WCC RoW Officer, who has advised that the width of the footpath is specified in the definitive map, and if the width is unobstructed they cannot ask the fence to be moved, so the County will look at how to make the footpath safe, but will liaise with conservation before deciding how to improve the footpath surface to make it safe.
- Cllr Coates and the Clerk attended a meeting of shared use groups for an update. Cllr Coates said the PC is broadly supportive of their efforts and ideas for signage. Further meeting to be arranged in due course.

10. County and District Councillors’ reports

- 10.1. Warwickshire County Council - No report received
10.2. Warwick District Council - No report received

11. Planning

11.1. To note planning decisions made:

- W/21/0271 - Huntwood, Warwick Road, Leek Wootton, Warwick, CV35 7QR - First floor side extension above existing garage. Two storey rear extension above and adjacent to existing kitchen. (Comments due: 02/06/2021) No Objection (Sent: 11/06/2021) **Granted**
- W/20/2156 & 2157/LB - The Old Post House, Warwick Road, Leek Wootton, Warwick, CV35 7QX - Erection of Pent roof timber garden shed and garden summer house (Comments due: 16/06/2021) No Objection (Sent: 11/06/2021) **Granted**
- W/21/0512 - Newlands, 28 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of a single storey front extension and pitched roofs to existing garages (Comments due: 13/07/2021) No objection (Comment not submitted) **Granted**
- W/21/0765 - Fieldview House, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Proposed erection of single storey side extension (Comments due: 13/08/2021) No objection (Sent: 13/08/2021) **Granted**
- W/21/0816 - 14 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Proposed erection of two storey front and single storey rear extension and alterations to fenestration and detailing. Single storey garage / store to side. (Comments due: 23/08/2021) No objection (Sent: 24/08/2021) **Granted**

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

- W/21/0752 - Red Brick Barn, Stud Farm, Hill Wootton, Warwick, CV35 7PP - Proposed erection of single storey rear garden room extension – (Comment due: 20/08/2021) Complained that submission altered during consultation period, approve of alterations, but still concerned tiling and development in general is out of keeping with main property, but because at rear, acceptable (Sent: 19/08/2021) [UPDATE 10/09/2021: WDC Decision: **REFUSED**]

Separate question about AirBNB raised with Planning Department, WDC has not been answered, Cllr Eldridge to follow up

Initial: RC

- W/21/0997 - Hill Wootton Farm Cottage, Hill Wootton, Warwick CV35 7PP - Proposed erection of ancillary outbuilding. Internal remodelling to existing garage, with associated revision to fenestration. Proposed extension of hardstanding area (Comment due: 02/09/2021) No objection, but concern expressed about design of new building (Sent: 02/09/2021)

Noted that property name is Hill Farm Cottage, not Hill Wootton Farm Cottage. Clerk to check whether this is a typo or as received from Planning. [UPDATE 14/09/2021: The planning department quoted "Hill Wootton Farm Cottage" in its email and consultation letter, despite the proposed site plan and an amended application form showing the correct address of Hill Farm Cottage. The Clerk has written to the Case Officer to point out that this is misleading when there are other properties nearby with the name Hill Wootton Farm Cottages. The Clerk has also added a comment to the planning portal to point out the error and state that the PC comments as submitted still stand.]

11.3. To consider new planning applications:

- W/21/1043 - 6 Home Farm, Leek Wootton, Warwick, CV35 7PU - Proposed loft conversion with rear dormer window and new windows to side elevation (Comment due: 27/09/2021) - **A discussion followed - Conclusion: It is a big extension, but no grounds for objection. Disappointing to lose a bungalow from the housing stock. No objection.**
- W/21/1191 - 17 Quarry Close, Leek Wootton, Warwick, CV35 7QJ - Erection of a single storey rear extension (Comment due: 16/09/2021) - **No objection**
- W/21/1493 - 1 Rock Cottages, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Demolition of existing garage & erection of 1no. three bedroom dwellinghouse and separate detached double garage with associated works. (Comment due: 24/09/2021) - **A discussion followed - preliminary opinion from WDC is that LW is a designated growth village and this is seen as a windfall site - Conclusion: Object on 2 grounds (1) Overdevelopment: a big house in a small space adjacent to boundary and existing property. (2) Garage in front of the property line on heritage sandstone site (protected), 2-storey structure on top of protected sandstone. Architect's drawings are misleading by giving the impression that the garage will be hidden. Walking down Warwick Road the garage will be sitting prominently above the road, affecting the vista within LW Conservation Area - Object**
Clerk to submit responses (Cllr Kirkwood to draft technical content)

11.4. Any other planning related issues.

- New building at Wootton Grange Farm, Hill Wootton - **A new building is being erected, but planning application W/14/1276 for erection of a detached three-bay garage with loft room on the same site was refused in 2014 and an appeal turned down citing "unacceptable harm to the green belt" and that they were not to have permitted development rights on that site. This has been reported to Planning Enforcement, but have not heard further.**
Cllr Eldridge to follow up with Enforcement
- Proposed upgrade to existing radio base station installation at CTIL 11363830 TEF 74413, Leek Wootton, Hill Wootton Road, Warwick, CV35 7PN, N.G.R E: 429668 N: 269119 - **No objection**

12. **Finance**

12.1. The Financial Report for month to 07/09/2021 was noted.

The Clerk noted that the Pockit A/C was being topped up more than last year, which is due to spending for Community Live.

12.2. The following payments were approved:

Clerk's expenses (JUL-AUG)	Vch 054	£24.00
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Initial: RC

13.	Parish Council Administration
13.1.	Planning for 2022-23 Year
13.1.1.	The Clerk provided the DRAFT 2021/22 Action Plan, with a view to considering the next financial year and whether there are schemes that we would like to undertake. A discussion followed about doing Community Live again, as well as an Annual Parish Assembly and the Platinum Jubilee events, what permanent memorial might we wish to see, tree-planting, wild flower planting. <i>Members to consider and bring ideas to October meeting</i>
13.1.2.	Finance and Risk Committee to set a date for budget-setting meeting. Item 13.1.1. to inform budget considerations. <i>Clerk to check dates with the Committee and schedule meeting.</i>
13.2.	Training Cllr Allison to attend 'Understanding the Planning System' on 02/10/2021 Cllrs Allison and Elsy would both like to attend 'Responding to Planning Applications' on 03&10/11/2021 <i>Clerk to book training for Cllrs Allison & Elsy</i>
14.	Correspondence for information Nothing to note
14.1.	Councillors' Reports and items for future agenda <ul style="list-style-type: none"> Cllr Eldridge observed Waller Close properties have structures into the woodland belonging to the Police. Should we bring this to Police attention? Cllr Kirkwood believes the Police have been made aware in the past.
15.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 5 October 2021 at Leek Wootton Village Hall.
16.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
16.1.	Personnel issues –
16.2.	Legal issues –

Signed: R Coates (Chairman)Date: 05/10/2021Initial: RC