



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 5 October 2021 at Leek Wootton Village Hall

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

1.	Apologies for absence Cllrs Elsy & Knott, D/Cllr Redford, C/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, 7 September 2021 were approved (1: Cllr Eldridge / 2: Cllr Tunkle) and signed, following correction of “portable” to “pottable” in Item 9.8. 4.2. Matters arising not on agenda: School bollards were carried forward from July meeting. Cllr Allison will investigate. The Clerk let Councillors know that she understands there is concern from school parents about speeding in the vicinity of the school and has advised the PTFA that the Council will be receptive to discussions and may support plans. <i>Cllr Allison to email Clerk with information</i>
5.	Speeding and Response Vehicles Cllr Tunkle circulated a link to a film about CSW (https://youtu.be/pUVoz3mrXos). Has also opened discussion with Police CSW Co-ordinator and has discussed equipment provision. Response, “ <i>The PCC has provided the RSU with sufficient funding to purchase a number of devices as stock to be able to loan out to groups</i> ”. They are therefore able to provide devices until the community can afford to purchase its own device at £899. A discussion followed about the film and CSW. Finance Committee to consider incorporating cost of device into future budget. <i>Finance Committee to consider cost implication.</i>
6.	Development of land at Woodcote (Warwickshire Police Headquarters) Nothing to report
7.	Leek Wootton War Memorial Recreation Ground 7.1. Received 5 car park tenders. The Councillors and Architect lead are looking into the different companies. The lowest tender is from a small firm and the group is investigating this company in particular. A discussion followed. The lowest tender was almost within the current agreed budget but if one of the other tenders was chosen, an increase of the loan or a paring back of the scope of work would have to be considered. It was proposed that the PWLB loan be increased up to £40K - this was agreed unanimously <i>Clerk to chase response from WALC [UPDATE 07/10/2021: Response received from WALC and circulated to those working on the project]</i>

Initial: RC

Planning application is in the process of being resubmitted. D/Cllr Wright asked for the planning reference, when available, as he will look into getting application through promptly.

Clerk to send planning application reference to D/Cllr Wright when available

The Chairman has written to interested parties (Village Hall, Sports Club and Trustees) to ask for contributions towards the works. A discussion followed about cash flow management for the project.

The Village Hall has requested temporary removal of bollards at the foot of the access ramp for the duration of the works to allow for hall users and disabled visitors to park nearby to the hall. A discussion followed.

Cllr Kirkwood to investigate temporary removal with WCC Highways

7.2. LW&GC Community Hub

A meeting with the LWWMRG Trustees has been arranged for 7:00pm on 14/10/2021 at All Saints' Church. All Councillors are welcome to attend.

8. **Broadband**

Cllrs Coates, Elsy, Knott and the Clerk have met a couple of times with the Rural Engagement Manager from Openreach. The Clerk gave a brief update.

Next meeting is scheduled for 13/10/2021 and Openreach will report back on progress of Hill Wootton and investigation into drawing further fibre down into Leek Wootton to facilitate connection for the whole village.

9. **Progress Reports for information**

9.1. The Playground (Cllr Coates)

Awaiting annual RoSPA Safety Inspection. Concern was expressed that inspections are drifting and taking longer than 1 year.

Clerk to follow up with RoSPA

Cllr Coates is concerned that wear to the grass around the new trampoline may be reported as an issue.

9.2. LW&GC Environment Group (Cllr Maisey)

Nothing to report

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

Nothing to report

9.4. Leek Wootton Village Hall (Cllr Eldridge)

Nothing to report. EGM scheduled for 20/10/2021.

Cllr Allison raised the issue of availability as expressed by potential users when working on Community Live. Would the EGM be an opportunity to raise this issue and also drawing the VH Committee's attention to the Chairman's letter about raising funds for the car park. A discussion followed.

Clerk to write to Booking Clerk to initiate discussion about provision for community as part of the Community Hub discussion with a view to PC discussing whether additional community space and/or storage is required, as an evidence-gathering exercise.

9.5. Leek Wootton Sports Club (Cllr Allison)

AGM to be held on 26/11/2021

The Club is currently open Thu-Sun. Cricket finished, Junior Football now under way and contact has been provided for Junior Football leader, who took part in Community Live.

9.6. Any other organisations

It was agreed to suspend Warwick Rural West Community Forum from regular inclusion in the agenda. This 'any other organisations' section will replace it, in case there is any progress. D/Cllr Wright will follow-up, as Warwick Rural East continues to meet and

Initial: RC

Police Safer Neighbourhoods Teams are currently asking for priorities at the WRE meeting.

D/Cllr Wright to investigate

9.7. Community Engagement

9.7.1. 11/09 2021: Community Live

Cllr Allison gave a report on the event and feedback received from stall-holders. A discussion followed about how the event can be improved.

The Chairman thanked Cllr Allison and the Clerk for their work organising the event.

A similar event in 2022 will go ahead. Cllr Allison has written to the Chief Constable to invite Warwickshire Police to the event next year and to ask them to liaise about future event dates.

Clerk to provisionally book village hall for 10/09/2022 [UPDATE 08/10/2021: Booking Secretary has confirmed the hall is booked from 2:30pm]

9.7.2. DATE TBA: Annual Parish Assembly

A discussion took place about the date (between 1 Mar and 1 Jun) and possible speaker. Date should not be during Easter holiday. The Chairman proposed inviting the new Chief Constable, Debbie Tedds.

Clerk to write to Chief Constable to invite her to meet the community

Clerk to contact village hall for possible dates

9.7.3. 02-05/06/2022: HM Queen's Platinum Jubilee

There was a discussion about the national events and how the parish could take part. Councillors were reluctant to join the national beacon lighting on 02/06/2022, as the 2018 beacon was a challenge and it cannot be lit until late (21:20 lighting-up time).

The Council confirmed that it is supporting the event.

Specific details should be discussed by the core organisation committee. A preliminary meeting of core organisation committee is proposed for 26/10/2021.

Cllr Coates to book Sports Club for a meeting

Once confirmed, Clerk to invite core contributors, e.g. Church, WI, Horticultural Society, etc.

Cllr Eldridge put forward a resident's suggestion of planting 70 trees for 70 years for the Queen's Green Canopy. This would require consideration about where trees could be planted. Can be raised at organisation committee meeting.

9.8. Community Maintenance:

WCC Highways (Cllr Kirkwood)

- Waiting for action and struggling with getting information from WCC Highways.
Cllr Kirkwood to contact C/Cllr Redford about WCC Highways contacts
- Hedge on Woodcote Lane to be cut back.
Clerk to contact Contract Services about this
- Community Payback Team on old hedge at the School. Is the payback team back in operation yet? Cllr Kirkwood offered to investigate Community Payback Team. Issue of responsibility/ownership was raised again. D/Cllr Wright suggested that the Clerk contact the WDC Contract Services Manager. WDC will investigate ownership and request works be carried out or carry out themselves and bill the landowner.

Clerk to contact Contract Services Manager. CC to D/Cllr Wright

Grounds Maintenance Contract

- Contract due for renewal on 28/02/2022. Cllr Kirkwood made the Council aware that a clause in the contract will allow for an extension of the contract for 12-months, with written agreement by both parties.

Clerk to write to contractor to ask if they are interested in extending and whether there is anything they would like to

Initial: RC

Other (Clerk)

- Streetlights reported in Waller Close, following resident contacting the Clerk. Clerk has also taken the opportunity to re-report Lamp No6 Warwick Road, over the Woodcote Lane junction, which has been out for many months. D/Cllr Wright asked the Clerk to forward information about this to him.

Clerk to forward reports of Lamp No6 Warwick Road to D/Cllr Wright

- Cllr Kirkwood noted that Tree surgeons have been clearing branches obstructing overhead power cables in Woodcote Lane. It is possible that this is now on the maintenance schedule.
- Cllr Coates reported a fly-tipping incident at brick-crushing site on Coventry Road (B4115).
- Cllr Coates reported that Cllr Elsy is responding to reports that the brick-crushing site may be contravening its permissions.

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

10.1. Warwickshire County Council

No report received

10.2. Warwick District Council

- Environment & Contract Services contract has changed, which will come into effect next year. A Parish Council pack will be released to explain the new collections regime and may also undertake visits to tell communities about it. Updating and upgrading all website systems and making them more user friendly and give feedback. New contractor is Biffa. Part of combined services and merger with Stratford-on-Avon DC. The contract recognises that service requirements are different in the two districts and have taken this into account.
- New plans for swimming pool and leisure centre have been approved. If construction traffic starts travelling through the parish this should be reported to D/Cllr Wright.
- Housing company formed by WDC. Investing a significant number of properties for affordable housing.
- Consultation process under way for Stratford/Warwick Districts merger. D/Cllrs Redford and Wright agree that they are in favour of merging the services as long as the quality and value for money are exemplary. Governance will be an interesting debate.
D/Cllr Wright encouraged responses to the consultation.
- Clearing backlog of planning applications. During last 18 months applications have increased by 30% month on month. Where there are no objections, officers are asked to approve under delegated powers, but any others are to be looked at very closely.
- HS2 continues. Hill Wootton residents should be aware of proposals to close roads in that area in coming months.
- Potential giga factory may affect this area due to changes to the A46 and A45, which will have knock-on effect locally.
- All WDC meetings are now televised on YouTube (www.youtube.com/user/warwickdc07).
- WDC is now a hung council, following the death of Councillor from Whitnash. Critical vote is the December vote on Stratford/Warwick total merger. Waiting to hear proposals from Warwickshire County Council. D/Cllrs Redford and Wright will not support complete unitary merger with West Midlands.

Cllr Eldridge has attended an online briefing on this subject and circulated his report to all Councillors. [UPDATE 07/10/2021: recording and presentation slides circulated to all Councillors]

11. **Planning**

11.1. To note planning decisions made:

Initial: RC

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) - **Refused**

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

W/21/0997 - Hill 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) - The Clerk notified planning dept that the address was incorrect and causing confusion and application re-issued with correct address (Comment now due: 06/10/2021)

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) No objection (Sent: 29/09/2021)

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 (Sent: 21/09/2021)

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: 24/08/2021) Objection - over-development and garage building intrusive, being on front of the building line and on high ground (Sent: 22/09/2021)

11.3. To consider new planning applications:

W/21/1463 - 13 Croft Road, Leek Wootton, Warwick, CV35 7QE - Proposed erection of two storey front extension, alterations to existing single storey front projection and application of render and timber cladding. Installation of replacement windows and garage conversion. (Comment due: 07/10/2021) - **No objection**

W/21/1560 - Tower House, Hill Wootton, Warwick, CV35 7PP - Erection of proposed single storey rear extension and first floor side extension over existing garage (Comment due: 20/10/2021) - **No objection**

11.4. Other applications FOR INFORMATION ONLY

W/21/1774/TCA - South of 3 Anchor Cottages, Warwick Road, Leek Wootton, Warwick, CV35 7QX - 1 x Rowan - Crown reduction to reduce height of tree by approx. 30%

11.5. Any other planning related issues.

None

12. Finance

12.1. The Financial Report for month to 5 October 2021 was noted.

Cllr Kirkwood commented on the Quarterly Report (Sep Qtr). Election Reserve should show as being spent. Report shows a projected underspend of 15% on the budget and ideas for further expenditure before the end of the year should be put forward.

The Chairman plans to call a Finance Committee meeting in October.

(Meeting arranged for Monday 18th October)

12.2. The following payments were approved:

Clerk's expenses (SEP) + Community Live Refund	Vch 061	£23.98
Community Live Refund (Cllr Eldridge)	Vch 062	£65.71

The Councillors approved a donation of £300 to Leek Wootton Link. A discussion followed about the promotion of the Community Grant Fund. This will be further discussed at the up-coming Finance Committee meeting.

13. Parish Council Administration

13.1. Council Policy Documents

The Equality & Diversity Policy was approved and adopted.

Initial: RC

13.2.	<p>Planning for 2022/23 Year</p> <p>The Finance Committee will come up with some ideas and report to the November PC meeting.</p>
13.3.	<p>Training</p> <p>Cllr Allison has attended Planning training and Cllrs Allison and Elsy have another Planning Training coming up. Cllr Allison has circulated some of the material from her training to all Councillors.</p>
14.	<p>Correspondence for information</p>
14.1.	<p>Cllr Kirkwood proposed investigating whether Council correspondence to the Councillors' Sharepoint site. This will permit Councillors to view correspondence that is listed in this report.</p> <p><i>Clerk and Cllr Kirkwood to look into whether this is possible</i></p>
15.	<p>Councillors' Reports and items for future agenda</p> <p>Following the planning training, Cllr Allison suggested some knowledge sharing and asked whether Cllr Eldridge may be prepared to give a workshop on planning.</p>
16.	<p>Date of next meeting</p> <p>To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 2 November 2021 at Leek Wootton Village Hall.</p>
17.	<p>To consider the exclusion of the public and press in the public interest for consideration of the following items:</p>
17.1.	<p>Personnel issues –</p>
17.2.	<p>Legal issues –</p>

Signed: R C Coates (Chairman)

Date: 02/11/2021

Initial: RC