



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 4 January 2022 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Allison, Eldridge, Elsy, Kirkwood, Tunkle, Mr Philip Seccombe (PCC for Warwickshire), Priya Tek Kalsi (Engagement Officer, OPCC) and the Clerk

Concern expressed about rising COVID case numbers, due to the Omicron Variant: The Chairman expressed the intention to keep the meeting as brief as possible, because the doors were open to ensure air-flow, which would make the hall very cold.

1.	<p>Apologies for absence</p> <p>Cllrs Knott and Maisey</p>
2.	<p>Declarations of Interest</p> <p>None</p>
3.	<p>Public Participation</p> <p>None present</p>
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 2 November 2021 were approved (1: Cllr Kirkwood / 2: Cllr Eldridge) and signed.</p> <p>4.2. Matters arising not on agenda:</p> <p>None</p>
5.	<p>Resignation of Cllr Joy Maisey</p> <p>The Chairman received resignation from Cllr Maisey in December.</p> <p>The Council wished to formally record its thanks, in her absence, for nearly 3 years' service. The Chairman has relayed the Council's thanks to Cllr Maisey in person.</p>
6.	<p>Development of land at Woodcote (Warwickshire Police Headquarters)</p> <p>The Parish Council was informed on 10/12/2021 by letter that Warwickshire Police had sold unused land to CALA Homes Midlands Region. Police & Crime Commissioner for Warwickshire, Philip Seccombe, was invited to attend the meeting and respond to Councillors' questions about the sale of the land.</p> <p>Mr Seccombe reviewed the Police situation that led to its re-establishing Warwickshire Police HQ at Woodcote, following the collapse of the alliance with West Mercia Police, and its effect on the previous plan to sell and redevelop the whole site. Since 2019 the Police have been working to re-establish 43 different services. A small portion of land that was earmarked for housing in the Warwick District Local Plan and LW&GC Neighbourhood Plan was put on the market and the Police have agreed a sale and completed, unconditionally, with CALA Homes. The proposals for numbers of properties, design, etc will be up to CALA.</p> <p>Mr Seccombe said that this is a one-off opportunity to make WPC more resilient. Capital income to be spent on building new IT infrastructure, fleet replacement and reinstating and renovating Woodcote house.</p> <p>The Chairman confirmed that CALA Homes has been in touch and a meeting is being organised [UPDATE 12/01/2022: LW&GC PC Planning Committee met with representatives of CALA Homes online]</p>

Initial: RC

A Question and Answer session followed:

1. **JK:** WD Local Plan still requires a Masterplan for the whole of the Woodcote site, Police and CALA land. What is happening with this? **PS:** Land sold is approximately 8 acres / total WPC ownership is circa 65 acres. CALA has been sold the land unconditionally, so the masterplan is up to them and understands CALA has pre-application advice from WDC Planning. **JK:** Preservation of the sports ground and woodland would be of concern to the community. **PS:** No intention to sell anything else.
2. **JK:** New land to north and west of paddock site, not identified in Local Plan and Neighbourhood Plan. **PS:** This is for an attenuation pond.
3. **JK:** Hedgerows – is there any agreement to retain established hedgerows, etc. **PS:** Not sure about Woodcote Lane, but Police are to retain Woodcote Drive and the rhododendrons.
4. **JK:** Traffic – at the time of Local Plan, proposal was that removal of Police from the site would mean commuters in and out of the site would be replaced by occupiers of the housing. There is now a situation where Police commuting will continue, with occupiers' traffic on top of that. **PS:** Agreed that overall there will be an increase, but this is mitigated by the control room (20-30 people on 24/7 shifts) to move away from Leek Wootton.
5. **JK:** Heritage areas and village character as defined in the Neighbourhood Plan – Is there any agreement with CALA about this? **PS:** Wanted to have power of veto over design and numbers, but this was not acceptable and is not within the agreement. Because it is a sensitive site within the curtilage of a listed building there will be some control.
6. **PE:** Is there some way we can find out quantity of police traffic? **PS:** All staff relocated to Woodcote are 9 until 5. Response vehicles will remain similar to current numbers. 1,100 Officers will not increase in the foreseeable future. Operations are throughout the county to move services closer to the population so operational officers are out in the community, rather than in LW. Operational questions are down to the Chief Constable and a traffic plan is currently being drawn up.
7. **RC:** With the expansion of the community and limitations of sports facilities, the community would be interested in bringing the Police sports field into communal use if possible. **PS:** Aware of this, but cannot answer. Police are being encouraged to partake in more sport and recreation, so use of these facilities should increase. Security of the site, considering proximity of facilities to the house. This comes down to operational use of the land and this could be a question for the Chief Constable.

The Chairman confirmed that the Chief Constable has accepted an invitation to attend the Annual Parish Assembly meeting on 15 March.

Mr Seccombe expressed that he feels it important to be as open and transparent as he can, but site has been sold without planning permission and he has no say over planning.

Mr Seccombe and Ms Tek Kalsi left the meeting.

Cllr Kirkwood asked the Chairman whether he has spoken to WDC Planning. WDC now confirms that CALA has been in touch. Councillors expressed disappointment that the Council has not been kept informed, despite having been assured by WDC that it would. A discussion followed about writing to WDC and/or the District Councillors. It was agreed to review whether to write to WDC after the meeting with CALA.

7. **Speeding and Response Vehicles**

Cllr Tunkle reported that a trainer has been appointed for when training takes place. No progress with applications. Meeting with CSW Group organiser and PC Groom on 16/12/2021 to look at the equipment, which is efficient and easy to use. It works in both directions and 6 units are available for loan.

2022/23 Budget does not include purchase of a unit. Review for 2023/24 Budget.

Initial: RC

8.	Leek Wootton War Memorial Recreation Ground
8.1.	<p>There are hold-ups with the planning application: Arboricultural Report not included with application – this was an error and will be submitted, and; a bat survey is also required. Costs to be confirmed.</p> <p>RUCIS: The Council is first in line for RUCIS grant next year, but grant ‘pot’ is likely to be reduced next year.</p>
8.2.	<p>LW&GC Community Hub Nothing to report</p>
9.	<p>Broadband Nothing to report.</p> <p>Hill Wootton fibre is as far as the railway bridge, waiting to dig under the bridge, then installing telegraph poles in between the railway bridge and Hill Wootton. Latest estimate for availability is February.</p>
10.	Progress Reports for information
10.1.	<p>The Playground (Cllr Coates) The Chairman is in process of contacting the bark suppliers.</p> <p>Cllr Kirkwood gave feedback received: (1) Request for a slide for toddlers as there are no access steps for the current slide. (2) The current gates are difficult to use for a person with a buggy. (3) dog mess has been found in the playground, ‘NO DOG’ signage requires improvement.</p> <p>The Playground group will review these comments. There is a ‘junior unit’ at the east end of the playground that is designed for toddlers’ use, which includes a slide.</p> <p><i>Playground Group to review comments raised.</i> <i>Clerk to look into ‘dog parking’ facility.</i></p>
10.2.	<p>LW&GC Environment Group Nothing to report</p>
10.3.	<p>Leek Wootton War Memorial Recreation Ground (Cllr Coates) Nothing further to report (see item 8)</p>
10.4.	<p>Leek Wootton Village Hall (Cllr Eldridge) Nothing to report</p>
10.5.	<p>Leek Wootton Sports Club (Cllr Allison) AGM will be at the end of March. A new committee will be organised that will bring the different sports together.</p> <p>Sports Club offers its facilities for the use of the Parish Council if required. The Chairman noted the statute that meetings must not take place in licensed premises unless no other room is available free of charge or at a reasonable rate.</p>
10.6.	<p>Any other organisations Nothing to report</p>
10.7.	Community Engagement
10.7.1.	<p>15/03/2022: Annual Parish Assembly [APA] The Chief Constable has accepted the Council’s invitation to attend the APA.</p>
10.7.2.	<p>02-05/06/2022: HM The Queen’s Platinum Jubilee A preliminary meeting took place on 06/12/2021, which was productive. Next meeting: 07/02/2022</p>
10.8.	<p>Community Maintenance: WCC Highways (Cllr Kirkwood)</p>

- Woodcote Lane drainage – WCC Highways jetting order in place but not carried out yet. WDC contractor has been sweeping leaves on Woodcote Lane and Warwick Road.
- Flooding in Hill Wootton – Reported on 03/01/2022. Recurring problem. Cllr Elsy reported that he understands roots are causing issue. Cllr Kirkwood asked to be kept informed every time it floods with dated photograph to forward to County Highways.
- Cllr Elsy asked about the drainage into the ditch. The surface water drain gullies are responsibility of WCC Highways.
- WCC Highways have been asked to cut back vegetation near the school. It is not known who made this request. POSS C/Cllr Redford. Good news.

Grounds Maintenance Contract

- Nothing to report.

Other (Clerk)

- Cllr Elsy reported the theft of the postbox at Hill Wootton the night before. This was reported to Royal Mail and has been forwarded to the Police to investigate.

11. County and District Councillors' reports

- 11.1. Warwickshire County Council
No report received
- 11.2. Warwick District Council
No report received

12. Planning

12.1. To note planning decisions made:

- 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 (Sent: 11/10/2021) - GRANTED
- W/21/1862 - Gaveston Lodge, Warwick Road, Leek Wootton, Warwick, CV35 7EA - Proposed infill extension under existing canopy to relocate front door. Proposed stepped access to new door opening. Proposed relocation of existing garden wall. Installation of proposed timber gate (Comment due: 17/11/2021) No objection (Sent: 12/11/2021) - GRANTED
- W/21/2023 – 6 Home Farm, Leek Wootton, Warwick CV35 7PU - Proposed loft conversion with rear dormer window and new windows to side elevation. New hip roof to ground floor rear. (Comment due: 08/12/2021) No objection - GRANTED
- W/21/1697 - Woodgate House, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Erection of proposed single-storey side extension and two-storey rear extension. Proposed rendering of single-storey side extension and two-storey rear extension (Comment due: 03/11/2021) No objection (Sent: 03/11/2021) – GRANTED
- W/21/1746 - 27 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Proposed part garage conversion, insertion of a projecting bow window, new garage door and velux rooflight. Alterations to existing fascias to suit. (Comment due: 10/11/2021) No objection – GRANTED

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

- 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). **There are a number of objections on the WDC Planning Portal that cite the heritage rock outcrop and tree removals in the conservation area.**

Initial: RC

- 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 (Sent: 11/10/2021)
- W/21/1871 – Village Hall Car Park, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Proposed alterations and extension to existing car park (Applicant: Leek Wootton Parish Council). **See item 8.**
- W/21/2119 – 7 The Meadows, Leek Wootton, Warwick, CV35 7QQ - Erection of proposed first floor side extension over existing garage and kitchen. Proposed internal alterations (Comment due: 21/12/2021) No objection (Sent: 22/12/2021)
- W/21/2173 - The Granary, Dial House Farm, Ashow Road, Ashow, Kenilworth, CV8 2LD - Proposed installation of conservation style rooflights and some minor internal alterations at ground and first floor (Comment due: 28/12/2021) No objection (Sent: 22/12/2021)

12.3. To consider new planning applications:

- None

12.4. Any other planning related issues.

- None

13. Finance

13.1. Budget 2022/23

The budget was circulated to all Councillors before the meeting and requires approval in person.

The Clerk ran through the budget to summarise any notable changes.

The budget was approved unanimously and the Precept amount of £20,137 was approved unanimously [Proposed: Cllr Kirkwood / Seconded: Cllr Elsy]

13.2. The Financial Report for month to 4 January 2022 was noted.

13.3. The following payments were approved:

Clerk's expenses (NOV-DEC)	Vch 087	£24.00
Royal British Legion	Vch 089	£50.00

An application to the Community Grant Fund has been received for £500 towards the Church Heating Fund. There continues to be some debate about Parish Council's giving money to the church because s.8 of the Local Government Act 1894 prohibits expenditure by local councils on property relating to the affairs of the church or an ecclesiastical charity and has never been specifically repealed by later legislation. In order to avoid any doubt on this issue, the Council has agreed to adopt General Power of Competence [GPC] at the next meeting, under which the Council will have power to behave as an individual would do and can therefore grant this application. The Chairman proposes that once GPC is declared in February, the Council will approve the grant application. Cllr Kirkwood asked for clarification from WALC that, when adopting GPC the Council will not lose any form of protection that we currently have as a Parish Council.

Clerk to write to WALC for clarification of GPC

Clerk to add Declaration of General Power of Competence to the February Agenda

Clerk to write to applicant and inform them of delay until February

14. Parish Council Administration

14.1. The Council discussion of model letter to local MPs supporting legislation enabling virtual and hybrid meetings. The model letter was circulated to all Councillors in advance of the meeting. This is an issue that is of relevance this evening, as the meeting is having to be held in person, despite rising COVID-19 cases and the recommendation that people work from home, because the 2022-23 budget could not legally be approved at an online meeting.

It was agreed to send the letter.

Initial: RC

14.2.	Planning for 2022/23 Year Nothing to report.
14.3.	Training (see: www.walc.org.uk) Cllrs Allison and Elsy have attended further planning training. A discussion followed about advertising the vacancy left by Cllr Maisey's resignation. The Clerk will post the Notice of Vacancy following this meeting. If no election is triggered, advertising for co-option of a Councillor will proceed after that. Councillors can let people know about the vacancy, but only point them towards the Clerk, in order to maintain an open and fair selection process. .
15.	Correspondence for information To note the items of correspondence
16.	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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> <ul style="list-style-type: none"> • Cllr Allison – following on from Councillors' walking tour of Snitterfield in December, could a similar walk-through of the parish take place? Councillors only to start off with to discuss the issues within the community. It was agreed that this was a good idea and an opportunity to review the parish in general. <i>Cllr Allison to propose some dates</i>
17.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 1 February 2022 at Leek Wootton Village Hall.
18.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
18.1.	Personnel issues. None
18.2.	Legal issues. None

Signed: Richard Coates (Chairman)Date: 01/02/2022Initial: RC