



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 1 June 2021 at Leek Wootton Village Hall

**Present:** Councillors Coates (Chairman), Allison, Eldridge, Maisey, Tunkle and the Clerk

1.	<b>Apologies for absence</b> Cllrs Elsy, Kirkwood, Knott, C/Cllr Redford, D/Cllrs Redford and Wright
2.	<b>Declarations of Interest</b> None
3.	<b>Public Participation</b> <ul style="list-style-type: none"> <li>None present</li> </ul>
4.	<b>Minutes</b> <p>4.1. The minutes of the parish council meeting held on Tuesday, 4 May 2021 were approved and signed.</p> <p>4.2. Matters arising not on agenda: None</p>
5.	<b>Speeding and Response Vehicles</b> Nothing to report. The Clerk reported seeing Police speed monitoring taking place at the entrance to Home Farm on Sunday, 30 May. The Council was pleased to hear this.
6.	<b>Development of land at Woodcote (Warwickshire Police Headquarters)</b> Nothing to report. The Chairman reported that he wrote to the newly re-elected Police and Crime Commissioner for Warwickshire to congratulate him.
7.	<b>Leek Wootton War Memorial Recreation Ground Car Park</b> The Chairman had been in contact with RUCIS and been advised that there is £100,000 allocated to the fund this year and so far there have been no applications. The Council has also been invited to begin the process with a pre-application. A meeting of all interested parties (LWWMRG Trustees, LW Village Hall, LW Sports Club and the Council) is planned for 7 June. This will be the first time all the organisations have come together for such a meeting. Cllr Eldridge reported on the Finance Committee's discussion about contract obligations and contingencies.  7.1. The PWLB loan pre-application form to WALC was approved [Proposer: Cllr Eldridge / Seconder: Cllr Allison / Vote: unanimous] [UPDATE: Signed and completed form sent to WALC on 02/06/2021]
8.	<b>Broadband</b> The Clerk reported that Openreach had emailed with a quote for an extended scheme that included the whole parish including the addresses that we believe are within separate schemes together with an extensive area that is beyond the parish boundary. The Clerk has replied pointing out these additional areas and requesting a quote for the parish on the Kenilworth Exchange and requesting an update on the Government voucher scheme.

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9. **Progress Reports for information**
- 9.1. **Playground**  
Cllr Coates reported that the gate post to the entrance off Quarry Close had rotted and he arranged for the gate to be removed pending replacement. He has a quote for £208 to replace the post, rehang the gate and to make a repair to climbing frame. Expenditure was approved. Proposed that 'Dad's Army' undertakes a clean-up in mid-July.
- 9.2. **LW&GC Environment Group**  
Cllr Maisey reported that the group has advertised the Bee Friendly Garden competition again in the June *Link*, including a paper entry form, but no entries received. A discussion followed, including ideas for including the school children. Litter picking is still being undertaken by various individuals.
- 9.3. **Leek Wootton War Memorial Recreation Ground**  
Cllr Coates stated that he had met with the resident of neighbouring Yew Trees, who is happy with the plans around the car park, but is concerned that he keeps a direct link to the main sewer so that Severn Trent Water's responsibility is maximised.
- 9.4. **Leek Wootton Village Hall**  
Cllr Eldridge had nothing to report.
- 9.5. **Leek Wootton Sports Club**  
Cllr Allison reported that the club was open for business on specific days and times in accordance with Covid rules. The cricket season was underway and support was encouraged.  
Confirmation of the date for the AGM was requested.
- 9.6. **Warwick Rural West Community Forum**  
Nothing to report
- 9.7. **Community Engagement.**
- 9.7.1. 11/09/2021: *Vie Associative*  
Cllr Allison proposed that the planned *Vie Associative* be renamed Community Live. Emailing to clubs and advertising would commence shortly
- 9.8. **Community Maintenance:**
- **WCC Highways**  
Cllr Kirkwood provided the following information in his absence:
    - Blocked drain on Hill Wootton Road beneath the A46 bridge. WCC advised - no feedback as yet.
    - Water flowing on Warwick Road from Church Lane south. Latest email sent to WCC Highways 28/5/2021. Awaiting response.
    - Woodcote Lane toppling of retaining wall facing slabs on southside of Woodcote Lane. Noticed 28/5/2021 and raised as an emergency issue with WCC hotline as one slab had fallen onto the foot path and others were out of alignment. WCC confirmed they would have their emergency team assess the situation. Followed up with email and photographs to WCC. Awaiting feedback.
  - **Grounds Maintenance Contract**  
Contractor to be requested to undertake clearance of Tink a Tank path and they are to be asked to review the Laurel bushes in the Playground and to advise on future works following reports of children using them to access the roofs of adjoining garages.
  - **Other (Clerk)**

10.	<b>County and District Councillors' reports</b>
10.1.	Warwickshire County Council No report presented
10.2.	Warwick District Council D/Cllr Redford provided the following report in her absence: <i>“All the media releases have been sent through to the Clerk as and when we received them so this report will be quite brief. The latest press releases may not have been circulated. These relate to: A successful bid put together by WDC for a £10 million grant from Ministry of Housing, Communities and Local Government. This grant will allow for “Town Centre Vision” Strategy to enable the Council to work with partners to transform and reconnect locations north and south of the river. In addition to £295,000 received earlier this year a further £535,000 has been awarded to WDC as part of the Governments Rough Sleepers Strategy Initiative following a successful bid by the Housing Services Team. All other press release and information have been already circulated through the Clerk. No other issues were raised by the Parish Council for WDC Cllrs at the May meeting.”</i>
11.	<b>Planning</b>
11.1.	To note planning decisions made: • None
11.2.	A report on the progress of current 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. LW&GC PC Comment: No objection (Sent: 13/05/2021) [UPDATE 02/06/2021: Application withdrawn by applicant]
11.3.	To consider new planning applications: • 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) <b>No objection</b> • W/21/0526/LB - The Old Farm House, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Replacement of defective roughcast render from front elevation of The Old Farmhouse with a more breathable equivalent. (Comments due: 14/06/2021) <b>No objection</b> • W/21/2156 & 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) <b>No objection</b>
11.4.	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...
11.5.	Any other planning related issues. None
12.	<b>Finance</b>
12.1.	Annual Governance & Accounting Return
12.1.1.	The Annual Governance Statement 2020/21 was approved and signed.
12.1.2.	The Accounting Statement 2020/21 was approved and signed.

Initial: RC

12.1.3.	It was agreed that the Period for Exercise of Public Rights would be advertised in the July/August issue of The Link, so should run from 1 July 2021.		
12.2.	The Financial Report for month to 1 June 2021 was noted.		
12.3.	The following payments were agreed:		
	<ul style="list-style-type: none"> <li>• Clerk's expenses (MAY)</li> <li>• Clerk's salary (extra 5 hours in Jun)</li> </ul>	<ul style="list-style-type: none"> <li>Vch 025</li> <li>Vch 026</li> </ul>	<ul style="list-style-type: none"> <li>£12.00</li> <li>£57.65</li> </ul>
13.	<b>Parish Council Administration</b>		
13.1.	LW&GC Policies & Procedures To approve the following policies:		
	<ul style="list-style-type: none"> <li>• DRAFT Training &amp; Development Policy</li> <li>• DRAFT Communications Protocol</li> </ul>		
	It was agreed that, as no one present had reviewed the policies and procedures in advance of the meeting, these would be carried over to the July meeting.		
13.2.	Training None required.		
14.	<b>Correspondence for information</b>		
14.1.	Noted		
15.	<b>Councillors' Reports and items for future agenda</b>		
	None		
16.	<b>Date of next meeting</b>		
	The date of the next meeting is scheduled for 7:30pm on Tuesday, 6 July 2021 at Leek Wootton Village Hall.		
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 –		
17.2.	Legal issues –		

Signed: Richard Coates (Chairman)Date: 06/07/2021Initial: RC