



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 3 May 2022 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Allison, Eldridge, Elsy, Knott, Tunkle, D/Cllr Redford, C/Cllr Redford, 2 members of the public and the Clerk [For apologies see minutes of the Annual Meeting of the Parish Council preceding this meeting]

1. **Declarations of Interest**

None

2. **Public Participation**

Representative of *Leek Wootton Focus Group* [LWFG] thanked the Parish Council for the consultant's report on Traffic & Highways. They gave the Chairman a copy of the Group's documents as follows:

- Its own in-depth report
- A report on Police numbers around the house and grounds
- A tree report
- 2x responses from the Police about the woodland and pollution in Cattle Brook, saying they are dealing with it and a letter from the PCC
- The Group has formally written to WDC about notes from CALA in their application about meetings attended, asking for records or notes as it states that WDC has agreed in principle to the application. WDC states no information available. Will forward

Asked whether the Kirkwells report has been received – RC: Not yet [UPDATE 05/05/2022: Report received, circulated and made available on the PC website]

Asked for a meeting prior to submitting any final response – RC: A sensible idea.

Proposes that the PC will be meeting to discuss its response after receipt of the Consultant's report and another meeting with CALA before submitting response to WDC.

Resident: DS22, Local and Neighbourhood Plans underpinned by Localism, what is the Parish Council going to do to engage with the community to understand its thinking. How can the Parish Council project that view without knowing the residents' opinion?

LWFG: Have provided a document about DS22, summing up the history – RC: DS22 is a question that the PC is asking WDC to provide legal advice on. Been in touch with WDC regarding the reduced scope of the scheme, but have not had a whole parish meeting about it.

A discussion followed, the conclusion is that the PC needs to receive a response from WDC about DS22 [UPDATE 09/05/2022: WDC Legal Opinion regarding Policy DS22 received] and the second consultant's report before holding a Parish Meeting.

[2 members of the public left the meeting. No public remaining]

Discussion continued about engaging with the community. Would a legal representative of WDC be prepared to attend a public meeting? D/Cllr Redford is prepared to ask.

Cllr Elsy suggested a Freedom of Information request could be made regarding the pre-planning meetings between WDC and CALA, because CALA's comments have brought these meetings into the public domain. D/Cllr Redford said any applicant is entitled to pre-planning meetings. No notes were taken at several meetings between WDC and/or CALA with PC or District or County Councillors.

D/Cllr Redford to write to the Senior Policy Planner, WDC

Chairman to write to Senior Policy Planner, WDC for Legal Opinion on DS22

Once all reports received and Council has considered them, a public meeting could be planned.

Initial: RC

<p>3.</p> <p>3.1.</p> <p>3.2.</p>	<p>Minutes</p> <p>The minutes of the parish council meeting held on Tuesday, 5 April 2022 were approved.</p> <p>Matters arising not on agenda: None</p>
<p>4.</p>	<p>Development of land at Woodcote (Warwickshire Police Headquarters)</p> <p>TTC report on Traffic and Highways has been received, circulated and posted on the PC website.</p> <p>Once the second consultant's report is in the Planning Group will draft a response for review by the full Council.</p> <p>Planning Notices have not been put up yet [UPDATE 10/05/2022: Planning Notices put up; this means deadline for comments will be 31 May 2022]</p>
<p>5.</p>	<p>Speeding and Response Vehicles</p> <p>Cllr Tunkle wrote to both the PCC and Chief Constable asking for support to get the CSW going. No response to-date.</p> <p>Written to the Officer in charge and asked for more volunteer forms.</p>
<p>6.</p>	<p>Leek Wootton War Memorial Recreation Ground</p> <p>Planning permission has not been granted yet.</p> <p>Still waiting for two revised quotes.</p> <p>RUCIS application requires these before it can be approved. Of the £100,000 grant pot only £46,000 is still available.</p>
<p>7.</p>	<p>Broadband</p> <p>Response from Openreach: <i>"We are still working through the network and capacity checks to bring a final offer for this scheme. I have reached out to our New Sites team to see if the CALA development is in discussions with us.</i></p> <p><i>"In-between it may be worth checking the postcodes against the funding checker here : Gigabit Vouchers (culture.gov.uk) to check if all are eligible for funding. I would then suggest a ZOOM etc to run through the final details before we lock down the final offer and raise the funding request for the eligible postcodes."</i></p> <p>Clerk has checked a couple of addresses and the funding is available. Suggested Clerk arrange a Teams meeting with Openreach to find out more.</p> <p><i>Clerk to organise a Teams meeting</i></p>
<p>8.</p> <p>8.1.</p> <p>8.2.</p> <p>8.3.</p> <p>8.4.</p>	<p>Progress Reports for information</p> <p>The Playground (Cllr Coates)</p> <p>Playbark delivered and in place. Approx 12 volunteers came along and helped to spread the bark.</p> <p>LW&GC Environment Group</p> <p>Mentioned at Annual Meeting of the Parish Council, Item 3.1.3. <i>"Cllr Allison informed the Council that she has received communications from a resident who is intending to set up an Environment Group that will meet regularly. Cllr Allison is not able to commit to regular attendance, but has offered the support of the Council and asked that the Council be kept informed of progress."</i></p> <p>Leek Wootton War Memorial Recreation Ground (Cllr Coates)</p> <p>Nothing to report</p> <p>Leek Wootton Village Hall (Cllr Eldridge)</p> <p>Village Hall meeting on 04/05/2022, but Cllr Eldridge will not be able to attend. Will report back when minutes are received.</p>

Initial: RC

The Chairman understands a question will be asked about storage, including the garage outside. Cllr Eldridge has received an email from the village hall asking for consideration of storage.

8.5. Leek Wootton Sports Club (Cllr Allison)

The football season has finished. Cricket season started on Saturdays and Sundays. Opening hours are being reconsidered to be open in time for the start of cricket matches. Football section would like to erect a marquee for their awards night and are prepared to put it up a week before so it can be used during the Jubilee events, but would like a contribution for insurance in case it gets damaged during that time.

Clerk to ask about insurer about extent of cover

8.6. Other

8.6.1. Parish Walk-about

Need to set a date and location for the next walk-about.

Cllr Coates to propose dates

8.7. Community Engagement

8.7.1. 02-05/06/2022: HM The Queen's Platinum Jubilee

Cllr Allison gave a summary of progress so far and a discussion followed. There will be a planning meeting on Monday, 09/05/2022 at the Sports Club.

[UPDATE 10/05/2022: The Clerk has been successful in applying for £735 from the WDC Jubilee Grant Fund]

8.7.2. 10/09/2022: Community Live

Cllr Allison has been in contact with various groups and gave a brief update on new clubs that will be attending this year.

8.8. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
Nothing to report
- Grounds Maintenance Contract
Nothing to report
- Other (Clerk)
Nothing to report

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

9.1. Warwickshire County Council

COVID-19 infection rate is dropping and hospitals working to full capacity on elective surgery.

Cllr Knott asked about the change to the bus service. No detail has been circulated of call centres or the app. There will be a demonstration of the new minibus outside Shire Hall on 23/05/2022. C/Cllr Redford did not have any further information at this time.

The PC has concerns about the lack of communication to residents/users. The Clerk included an item in *The Link* and posted copies on the bus stops for information.

[UPDATE 11/05/2022: Notices have been placed on the bus stops by *IndieGo* giving further detail of the DRT service][UPDATE 12/05/2022: Clerk received communication that there is a display of the new bus being planned at the recreation ground car park on Thursday, 19/05/2022 – awaiting confirmation]

Will bus passes be usable. The Clerk looked up the original email, which reads, "*Concessionary Passes will be accepted in line with the current WCC policy where they can be used from 9am onwards on any bus service originating in Warwickshire*".

9.2. Warwick District Council

Political merger between Stratford-on-Avon and Warwick District Councils is off.

Initial: RC

New waste contract; people who want to opt into green bin collections need to apply for license before 1 August. Licenses can be purchased now.

Cllr Knott asked about publicity surrounding the change to the waste collection system. There will be a widespread publicity campaign including bin-hangers.

Fly-tipping increasing and has been throughout COVID-19. WDC is asking WCC to reopen the tips on pre-pandemic model. The ongoing bin strikes in Coventry are likely to be exacerbating the problem.

Cllr Kirkwood asked D/Cllrs via email for a ball-park figure of how much the aborted attempt at a merger with Stratford-on-Avon has cost. £100,000 from each Council, therefore £200,000, which has come from reserves. A number of services have been merged and will now remain shared services, e.g. legal, IT, planning and the local plan (although decisions will be made locally).

10. Planning

10.1. To note planning decisions made:

- W/22/0368 – 21 Waller Close, Leek Wootton, Warwick, CV35 7QG - Erection of two and single storey rear/side extension – No objection (Sent: 22/03/2022) – GRANTED
- 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) – Amended plans received 15/02/2022 - No objection (Sent: 23/03/2022) - GRANTED

10.2. 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) -
- W/21/1805 & 1806/LB - Goodrest Manor House, Rouncil Lane, Kenilworth, CV8 1NN - Alterations to existing barn comprising new windows, replacement roof lights, reinstatement of original doors, new roof tiles and internal alterations (Comment due: 10/02/2022) – No objection (Sent: 22/02/2022) – **no further information**
- 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 6**
- W/22/0499 – Village Shop, 1A Home Farm, Leek Wootton, Warwick, CV35 7PU – Application for Prior Approval under Schedule 2, Part 3, Class MA for proposed Change of Use of the ground floor shop (Use Class A1 or A2) to a use falling within Class C3 (Dwellinghouse), and for Associated Operational Development, as shown on the 'Proposed Ground Floor Plan' submitted on 16th March 2022. [UPDATE 07/05/2022: GRANTED] – **Following comment to WDC, response received that it is not a requirement to show marketing. Cllr Eldridge also asked WDC about the inconsistencies between the first and second applications and received an initial response, which stated that understands the applicant has an active complaint about this, so will not proceed with this line of inquiry at this stage. D/Cllr Redford asked to be informed if the applicant's progress**

10.3. To consider new planning applications:

- W/22/0465 – Land at Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QA - Erection of 83 dwellings (including affordable housing), access, internal roads and footpaths, car parking, public open space, landscaping, drainage and other associated works and infrastructure. – **see Item 4**

Initial: RC

- W/22/0529/LB - Saxon Mill, Coventry Road, Warwick, CV34 5YN - The repair and reconstruction of a sandstone boundary wall – **this is a long-awaited issue with a listed feature, so no objection**

10.4. Other applications FOR INFORMATION ONLY

- W/22/0632/TP - 11 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - T1 - Spruce - Remove to ground level T2 - Pine - Removal of selected lower branches
- W/22/0586/TCA - The Lodge Cottage, 1 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - T1 x Cherry - Prune & shape all round removing upto 2m T2 x Magnolia - Prune & shape all round removing upto 1m T3 x Unknown species - Reduce height by approx. 2m and cut back overhangs by 1-2m to clear road/path

11. **Finance**

11.1. A Financial Statement for 2021/22 was noted.

Last month Cllr Knott asked for an updated budget comparison so that the unexpected cost of the consultants' reports was included. This has been circulated by email to the Finance Committee and the Clerk has printed copies available.

11.2. Annual Governance & Accountability Return 2021/22

The Certificate of Exemption was approved and signed.

11.3. The Financial Report to 3 May 2022 was approved.

11.4. The following payments were approved:

- | | |
|--|-----------|
| • Vch 011 – Payroll Services 2022/23 | £120.00 |
| • Vch 015 – Consultant's Report – Traffic & Highways | £2,040.00 |
| • Vch 018 – Clerk's Expenses | £12.00 |
| • Vch 019 – Big Jubilee Lunch: Painting Tent Equipment | £96.75 |

12. **Parish Council Administration**

12.1. Parish Council Vacancy

One application received. The PC would like to have a field of candidates to choose from and Councillors were asked to consider approaching potential recruits.

The Clerk was asked to approach previous applicants from 2020.

Clerk to email previous applicants

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

None

13. **Correspondence for information**

To note the items of correspondence [attached]

13.1. **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.

Cllr Knott: The tree that was taken down on The Meadows, the stump has been ground out, leaving sawdust, etc. What will happen next?

Tree in Waller Close – stump needs grinding.

Clerk to contact WCC Forestry to ask what happens next

Cllr Coates: (referring to Item 2) Reiterated plan to chase up response to DS22, then have meeting to discuss response and consider public meeting. If no response to DS22 question, this will make up part of the objection.

Cllr Coates to contact members of the public who attended to let them know

14. **Date of next meeting**

To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 7 June 2022 at Leek Wootton Village Hall.

Initial: RC

15. **To consider the exclusion of the public and press in the public interest for consideration of the following items:**

15.1. Personnel issues – None

15.2. Legal issues – None

Signed: Richard Coates (Chairman)

Date: 07/06/2022