



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 6 September 2022 at Leek Wootton Village Hall

Present: Councillors Eldridge (Chairman), Allison, Elsy, Kingston, Kirkwood, Knott, 3 members of the public and the Clerk

1.	Apologies for absence Cllrs Coates and Tunkle [approved reasons: holiday], C/Cllr Redford, D/Cllrs Redford and Wright
2.	Declarations of Interest None
3.	Public Participation <ul style="list-style-type: none">• <u>Land at Warwickshire Police HQ</u> Leek Wootton Focus Group updated Councillors on progress. Meeting and correspondence with Chris Elliot, Chief Executive, Warwick District Council, expressing concerns about legalities of the planning system on the part of WDC, CALA and Warwickshire Police. Work is being carried out at Police HQ and CALA has cut vegetation. Chris Elliot is interested in the group's environmental concerns in relation to the Council's Green Spaces initiative. Cllr Kirkwood asked whether LWFG has received any advice/indication that WDC Enforcement involvement required or likely. Response: No – LWFG is not pursuing enforcement. The PC thanked LWFG for keeping it informed.• <u>Leek Wootton WI Garden</u> President and Treasurer of the WI attended to thank the PC for grant to cut back the hedge. WI members do not believe the garden is sustainable in its current form and it is essential to adapt to an easily maintained and drought and future-proofed design. Would require financial investment. WI is looking for quotations and grant-awarding bodies. Asked for PC's help in clarifying ownership of the land and approach owners for help to finance, or take over ownership and contribute to support the garden. A discussion followed regarding costing gardening expertise and planning with suggestions including writing in <i>The Link</i> and approaching local gardening organisations. ACTION: Clerk to investigate ownership of land - Members of the public left the meeting -
4.	Minutes <ul style="list-style-type: none">4.1. The minutes of the parish council meeting held on Tuesday, 5 July 2022 were approved (1: Cllr Kirkwood / 2: Cllr Kingston) and signed.4.2. Matters arising not on agenda: None
5.	Development of land at Woodcote (Warwickshire Police Headquarters) The PC still waiting for notification of committee date for the CALA application. The Planning Group proposes paying Kirkwells for their consultation and possibly have a meeting with them later. LWFG is copying newsletters and circulars to all. Clerk has followed up the email about material conditions, as advised by legal adviser, sent to the Planning Officer, to which no response was received. Still no response received.

Initial: JPk

Cllr Kirkwood observed that a publication of the current status of active planning applications is circulated to some organisations. This document states the application is unresolved, has 200+ objections, Parish Councillor objections, County Council planning objections and environmental concerns. The Clerk does not receive this document.

Cllr Kirkwood also understands CALA are doing an ecological survey, from LWFG documents, but nothing uploaded on the portal.

There have been 'trespass' and land clearance issues between CALA and LWFG.

Cllr Kirkwood stated reason he asked LWFG about WDC Enforcement [See Item 3] is that this is the only body that can take action on the issue of inappropriate land clearance by CALA and, in his opinion, it appears it is not minded to pursue.

ACTION: Cllr Coates or Eldridge to write to Planning Department heads to propose a meeting. Also, to Chris Elliot to engage in discussion

ACTION: Ask Planning Department for planning application update document

6. **Speeding and Response Vehicles**

Report received from Cllr Tunkle in advance of meeting:

Seven Volunteers from the village Community Speed watch group attended a training session organised by the Warwickshire Police Road Safety Unit at Jubilee House in Kenilworth on Wednesday, 10 August. All attendees are now qualified to participate in monitoring and reporting vehicles speeding through the village. Sites have now been identified and risk assessments completed. The group were issued with a 'Starter Pack' containing hi-vis tabards, signage etc. and will now confirm their availability over the coming weeks before taking possession of laser equipment on a loan basis until sufficient funding becomes available to purchase our own unit.

A discussion followed about purchase of laser equipment. The Council has previously agreed to wait to see how sessions with loaned equipment go first.

7. **Leek Wootton War Memorial Recreation Ground Car Park**

Report received from Cllr Coates in advance of meeting:

Trustees have agreed in principle to give the PC certain rights over the development and maintenance of the Rec carpark. Detailed proposals still to be produced by Trustees' legal representative.

On my return in October I will liaise with the Chairman of the Village Hall in readying ourselves for next year's efforts with the car park.

8. **Broadband**

Parish CFP

The Clerk escalated the case to Openreach Complaints Department and receiving more contact. Latest information:

An issue with a property being listed on the wrong distribution point was causing a delay, but this is now resolved. *"This is now sat with a FTTP planner for costing. It's safe to say this is a large scheme, covering over three exchange areas so it will take some time to look at however I will do my best to ensure this is completed ASAP."*

Clerk was advised that properties at the southern end of Warwick Road, Leek Wootton, now have fibre broadband available, along with the school. Do not know whether this has been communicated to residents.

ACTION: Cllr Tunkle to confirm current status in this part of the village

Hill Wootton

Openreach visited Hill Wootton. Cllr Elsy spoke to engineers and the road closure under the railway bridge is still the hold-up. Openreach alleged to Cllr Elsy that it is WCC Highways that is refusing to issue a road closure order. Other than that all is ready to go.

Initial: JPk

9. **Progress Reports for information**
- 9.1. The Playground (Cllr Coates)
Cllr Coates sent thanks to all for helping spruce up the playground. It is now ready for inspection, scheduled for September.
Also, tree survey to take place on 12/09/2022.
- 9.2. LW&GC Environment Group (Cllr Elsy)
Resident organiser is organising a survey of hedgerows.
There have been responses to the survey of Himalayan balsam.
Planning to attend the Community Live event on 10/09/2022.
- 9.3. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
Trustees are content with the latest car park drawing and with the proposed positioning of the Jubilee tree for which they will make a contribution.
- 9.4. Leek Wootton Village Hall (Cllr Eldridge)
New front door and patio doors have been installed.
- 9.5. Leek Wootton Sports Club (Cllr Allison)
Cricket Club: Enjoyable season, but results faded in August – 1st Team finished mid-table in premier division and 2nd Team finished 3rd in the 4th division. Ground soon to be handed over to football. End of season awards night scheduled for 05/11/2022.
Football Club: New Chairman Conrad Pope – have marked out lines today. Spoke to school about use of pitch for additional provision and agreed to use for Thursday evenings and Saturday mornings. This is good news, but does not fully replace the provision lost at Castle Farm. Awards event – regular people using village hall needed the car park, which caused issues and the school also allowed use of its car park on that occasion.
- 9.6. Other
- 9.6.1. Parish Walk-about
There was a discussion about the location for a walk.
Suggested Middle Woodloes, exploring the farmland and an area that many are not familiar with.
ACTION: Cllr Allison to propose dates
- 9.7. Community Engagement
- 9.7.1. 10/09/2022: Community Live
Cllr Allison gave an update: 32-33 clubs attending. Signage erected and met with Cllr and Mrs Coates to discuss parking, setup, gazebos, decorations, the 'Club Hub', etc. Dancers in hall until 2pm – 2hr setup, event start 4pm. Gazebos set up 9am in garden. Cone-off section of car park for pétanque.
ACTION: All available councillors to attend and please spread the word
[UPDATE 08/09/2022: The Community Live event was cancelled at short notice due to the death of HM The Queen. Cllr Allison has looked into a postponement to later in the year, but the village hall is not available, so proposes re-scheduling for 2023]
- 9.8. Community Maintenance:
- WCC Highways (Cllr Kirkwood)
Hedges – bramble cutting-back taken place on Woodcote Lane and access steps are being scheduled for inspection and repair by WDC.
No official update on drainage clearing works, but believe most, if not all, have been carried out.
Drain in Hill Wootton still an issue.
Skew (railway) Bridge drainage still a problem. Mains rupture in this location on 07/08/2022 repaired. Cllr Kingston raise issue of water still running in this

Initial: JPK

area and also near Church Lane/Stonehouse Mews.

WCC Highways locality officer, Peter Hallam is retiring at end of week. New localities officer, Michael Newham, will start soon and Cllr Kirkwood to introduce himself and invite for a walk-about.

ACTION: Cllr Kirkwood to invite Mr Newham and C/Cllr Redford for walk-about

ACTION: Clerk to write letter of thanks to Mr Hallam [UPDATE 07/09/2022 Sent]

Hedgerow B4115 near Gaveston roundabout

Hedgerow overgrown.

ACTION: Cllr Kirkwood to raise with WCC Highways

- Grounds Maintenance Contract

Tendering process to be initiated. Will use Government procurement website this time. Consider any additions/amendments to the current contract, e.g. WI Garden – not at this stage and land at the top of Tidmarsh Road – appears to be being maintained. Decided to keep the contract unchanged.

ACTION: Cllr Kirkwood to review tender documents/contract

- Other (Clerk)

- Location of felled tree on The Meadows/The Hamlet

Letter received from nearby residents about the condition of the area where the tree was felled. Response from WCC Forestry about this issue, *“With respect the area being described as 'untidy' - we should leave an area safe and without foreseeable hazards. I can ask our Tree Officer to make a site visit when he is next in the area. However, we can't always leave things as 'tidy' as sometimes is expected.”*

ACTION: Clerk to acknowledge letter

- Bus Stops

Still have out-of-date Stagecoach signage, which needs to be removed. Clerk has written to Stagecoach asking for removal of 'route flags', etc, but had no response.

Also, re-purposing the bus stops, e.g installing a community-use noticeboard inside the southbound bus stop.

ACTION: Write to Stagecoach and inform them their signage will be removed

- 'Orphaned' land at rear of 7A and 7B The Meadows

An old wooden fence on top of the wall is collapsing under weight of the ivy.

ACTION: Cllr Kirkwood to inquire about this during walk-about with Mr Newham

- Telephone Line Fault: Anchor Jct/Woodcote Lane

Cllr Kirkwood reported that engineers have been investigating a line fault affecting Woodcote Lane, causing phone lines to be cut off. After much investigation, the fault was traced to near The Anchor Inn and has now been repaired.

- Fly-tipping

Cllr Kingston reported a number of incidents of fly-tipping. Clerk to report.

Asked about providing roadside bins. Warwick District Council is responsible for waste and recycling and, whilst we can purchase and place bins, collection needs to be agreed with WDC Contract Services. A discussion about enforcement followed.

- 123+ Waste Collection

Green bins have not been collected in Church Lane for a second week.

Clerk has been following up various issues including delivery of bins with District Cllr Wright. [UPDATE 11/09/2022: Residents that put bins out on Church Lane have now received their bins]. Clerk wrote an article in *The Link* to advise about using the WDC app and what to do

Initial: JPk

if bins get missed. Will continue to monitor, but hopefully teething problems and will resolve with time.

○ Gas Main north of Leek Wootton

Cllr Kirkwood observed the 'kiosk' for the strategic gas line between Leek Wootton and Broadlane is being maintained. It looked like something was being done to change the emergency exhaust.

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

10.1. Warwickshire County Council
C/Cllr not present

10.2. Warwick District Council
No D/Cllrs present

11. **Planning**

11.1. To note planning decisions made:

- 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) – **GRANTED with conditions**
- 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 – No objection (Sent: 22/02/2022) - **GRANTED**
- W/22/0505 - Mulberry Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Application to vary condition 2 of planning application ref: W/11/1431 (Proposed Conversion of Redundant Barn into Holiday Accommodation.) to seek permission for fenestration alterations. – No objection (Sent: 04/06/2022) - **WITHDRAWN**
- W/22/0660 – 4 The Elms, Leek Wootton, Warwick, CV35 7RR - Erection of attached garage – No objection – **GRANTED**

11.2. A report on the progress of current 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 – **OBJECTION (Sent: 30/05/2022) [See item 5]**
- W/22/1562 – The Hotel, The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Proposed two-storey extension to existing hotel to provide an additional 26 bedrooms and single-storey extension to provide hotel breakfast room – **No objection (Sent: 04/07/2022)**
- W/22/0941 - Land South of Banner Hill Farm, Banner Hill, and Rouncil Lane, Kenilworth, CV8 1NN - Proposed energy storage facility, together with associated equipment, infrastructure and ancillary works – **Neutral (outside the Parish) – request for construction traffic to be directed via Kenilworth, as per existing arrangement with the abattoir (Sent: 01/09/2022)**
- W/22/0953 - Club House, The Warwickshire, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Redevelopment of existing covered and uncovered 23 bay driving range to provide 30 covered driving range bays, together with reception and parking area for range ball collection buggy; and erection of length of 10 m high golf safety netting – **No objection (Sent: 30/08/2022)**
- W/22/1282 - Rockside, Warwick Road, Leek Wootton, Warwick, CV35 7QY - Erection of two storey rear extension, demolition of existing conservatory and erection of single storey garden room – **No objection (Sent: 01/09/2022)**

Initial: JPk

	<ul style="list-style-type: none"> W/22/1285 - 23 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Single-storey front extension. Single-storey rear extension. Associated external alterations (Comment due: 06/09/2022) – No objection (Sent: 01/09/2022)
11.3.	To consider new planning applications: <ul style="list-style-type: none"> W/22/1331 - 30 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Erection of single storey extension (Comment due: 14/09/2022) – No objection
11.4.	Any other planning related issues.
12.	Finance
12.1.	The Financial Report for the month to 6 September 2022 was noted.
12.2.	Payments to be made as listed on Financial Report were considered, including the following: <p>12.2.1. HM The Queen’s Platinum Jubilee Tree The Clerk’s proposal report was circulated before the meeting for consideration. The Council chose the Corten steel Platinum Jubilee plaque manufactured by the Royal British Legion as it is the most hard-wearing option. In due course, the species of tree and possible tree guard will need consideration.</p> <p>12.2.2. SUMUP Machine The Clerk’s proposal report was circulated before the meeting for consideration. The Council discussed the idea and agreed further evidence of need (i.e. people not donating because they do not carry cash) and to review after the Community Live event at the weekend.</p> <p>The payments on the financial report were approved, including the Platinum Jubilee plaque, but <u>not</u> the SUMUP machine.</p>
13.	Parish Council Administration
13.1.	Parish Council Communications A discussion took place, following-up on the discussion in July about improving Parish Council communications. The Clerk has improved the website with featured posts using feature images to make them more eye-catching and which can be circulated on social media. Provision of items to be featured and provision of images (copyright free) requires consideration. Discussion to be carried forward.
13.2.	Dedicated Parish Council Space Carried forward
13.3.	Training (see: www.walc.org.uk) To consider any training requirements for Councillors
14.	Correspondence for information To note the items of correspondence
15.	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>
16.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 4 October 2022 at Leek Wootton Village Hall.

- 17. **To consider the exclusion of the public and press in the public interest for consideration of the following items:**
 - 17.1. Personnel issues – None
 - 17.2. Legal issues – None

Signed: Jim Kirkwood (Chair of Oct PC meeting) Date: 04/10/2022

Initial: JPK