



## Leek Wootton & Guy's Cliffe Parish Council

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

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**Present:** Councillors Kirkwood (Chairman), Allison, Elsy, Kingston, Knott, Tunkle, D/Cllr Wright, C/Cllr Redford, no members of the public and the Clerk

1.	<p><b>Apologies for absence</b></p> <p>Cllrs Coates and Eldridge [approved reasons: holiday], D/Cllr Redford</p>
2.	<p><b>Declarations of Interest</b></p> <p>None</p>
3.	<p><b>Public Participation</b></p> <p>None present</p> <p>[Note: Prior to the meeting 1 person attended to see whether the owners of the paddock off Home Farm, or representatives, were attending to present proposals about the site. No-one else was in attendance, so the person left – Clerk has contact information to advise them if the PC receives any news]</p>
4.	<p><b>Minutes</b></p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 6 September 2022 were approved (1: Cllr Tunkle / 2: Cllr Knott) and signed.</p> <p>4.2. Matters arising not on agenda:</p> <ul style="list-style-type: none"> <li>• <u>The WI Garden</u> The Clerk contacted C/Cllr Redford to ask whether there had been any further investigation of the ownership of the land on the east side of Warwick Road, Leek Wootton. Cllr Redford confirmed that WCC is continuing to investigate the ownership, looking for any transfer documents. If not found it is likely that WCC will take responsibility for the land and a decision is imminent. Once this has been confirmed/done WCC can liaise about the land for whatever purpose. The WI should contact WCC to let them know what the scheme involves. The WI has already made an application to the WC Councillor's Grant Fund. <b>ACTION: Cllr Kirkwood to update The WI and liaise between them and C/Cllr Redford</b></li> </ul>
5.	<p><b>Development of land at Woodcote (Warwickshire Police Headquarters)</b></p> <p>Cllr Eldridge has written to the Chief Executive and Planning Department, WDC, asking for information or a meeting to discuss the application. No response received.</p> <p>The Clerk wrote to the Planning Department to ask whether they circulate a document stating the current status of all active planning applications. The response received states that they do not produce such a document. Progress must be checked using the planning portal.</p> <p>Cllr Kirkwood has been checking for an outstanding ecological report, which is not showing on the portal.</p> <p>There is a Leek Wootton Focus Group meeting scheduled for 23/10/2022.</p>
6.	<p><b>Speeding and Response Vehicles</b></p> <p>Cllr Tunkle reported that there are currently 7 fully trained volunteers for the Community Speed Watch group.</p> <p>The Police officer that has been working on this project has transferred out of county, but has secured the loan of a scanner device from Coleshill before he left. Waiting to hear about a replacement officer.</p>

Initial: RC

	<p>Signage has been put up between The Elms and The Warwickshire roundabout. Hoping to organise the first speedwatch session by the end of this week or early next week.</p>
7.	<p><b>Leek Wootton War Memorial Recreation Ground Car Park</b> Nothing to report</p>
8.	<p><b>Broadband</b></p> <p>The telegraph pole in front of Cllr Kingston’s home has been tested. He was informed it was to check whether it needed replacing, “before they put the broadband in”. Cllr Kingston understands he was testing all telegraph poles in the village.</p> <p><u>Community Fibre Partnership</u></p> <p>The Clerk reported that the contact within the Openreach Complaints Department has confirmed that it has been slow due to it being a large scheme involving three different exchanges. The costings have been sent to the department that writes the report and makes the offer. This letter should be received by Friday. <i>[UPDATE 05/10/2022: Offer letter received from the Openreach Rural Engagement Manager. Initial observations are that the scheme still includes over 130 properties that are outside of the parish boundary, which may account for the enormity. This letter has been forwarded to Cllrs Coates, Elsy and Knott for consideration.]</i></p> <p><i>[UPDATE 07/10/2022: The Complaints Department contact advised that the gigabit voucher scheme procurement for Warwickshire is on-going with the Department of Culture Media and Sport [DCMS]. It is possible that the outcome may be that the parish will benefit from being added to the areas included in free projects. This also means that we can’t claim state aid or vouchers for the scheme while procurement is ongoing. Openreach does not yet have an end date for the procurement but will continue to work closely with the DCMS and if anything changes, it will let the PC know. This also means there is no urgency to making any decision on the offer letter.</i></p> <p><i>The Complaints Department has now closed our case, but if any problems recur the PC may contact them directly again.]</i></p> <p><u>Hill Wootton</u></p> <p>The broadband project for Hill Wootton remains stalled at the Skew Bridge (railway) on Hill Wootton Road / Coventry Road/Ashow Road (B4115). Cllr Elsy understands that this is due to permission not being granted by WCC Highways and is monitoring the WCC website to find out when the road may be closed.</p> <p>Cllr Elsy is also aware of problems between Openreach and their contractors, which means if there are major delays the contractors may no longer be available to carry out the works.</p> <p><b>ACTION: Cllr Kirkwood to inquire with WCC Highways about the hold-up.</b> <i>[UPDATE 11/10/2022: WCC Network Management response states that the initial application in July “was not correct in details relating to the Ashow Road crossing”. A provisional date for closure was made for the first week in November, but when a modified application was not received the application was refused. A new correct application was received in September, which has been granted, but with a 12-week lead time on all closures, the works are scheduled to commence on 09/01/2023]</i></p>
9.	<p><b>Platinum Jubilee Commemorative Tree</b></p> <p>The plaque has been ordered and received.</p> <p>No further with choice of tree or location (Nov-Jan). Site visit recommended. Clerk has observed another tree nearby which may affect the choice of species. It was agreed that a partially established tree would be preferred.</p> <p><b>ACTION: Cllr Elsy to take this to the Environment Group for consideration at its meeting on 12/10/2022</b></p> <p>The Clerk read a letter received from Leek Wootton History Group, offering the donation of a tree guard for the tree. The Council accepted the offer.</p>

Initial: RC

**ACTION: Clerk to write to Leek Wootton History Group to accept the offer and explain current time-scales with regard to the above**

10. **Landscaping on corner of The Hamlet/The Meadows**  
 The Clerk reported that, further to the letter received from a resident of The Meadows in September, the Clerk has written to WCC Forestry to check that the area can be restored to grass, e.g. this will not affect any plans to plant a new tree (WCC Forestry policy is to replace trees that are removed). Forestry has replied in the positive. WCC Forestry forwarded request to Contract Services to see about getting the work done.  
 Having felled the tree and ground the stump, and cut down the nearby shrubs, WCC Forestry has informed the PC that it has left the site safe and hazard free as required. The Council considered how it may proceed to get the work completed. Cllr Knott confirmed that the area of ground requiring restoration and the amount of work required is too much for a volunteer taskforce day.  
 A discussion followed.  
**ACTION: Clerk to take photographs and send to WCC Forestry ask what they would plan to do and when in regards to replacing the tree.**
11. **Progress Reports for information**
- 11.1. The Playground (Cllr Coates)
- The RoSPA Safety Inspection report was received and circulated to all Councillors. It was noted that the surface coverage appeared as a low-risk item, despite a new layer added in the Spring. No issues of urgent concern (high-risk).
  - The tree survey report was received and circulated to all Councillors. The mitigation actions required were considered and it was decided to tender the arboricultural work with local firms.  
 Cllr Kingston asked for some of the logs to be retained to be stacked for insect habitats.  
**ACTION: Clerk to initiate tendering process**
- 11.2. LW&GC Environment Group (Cllr Elsy)  
 Meeting on Wednesday 12/10/2022.  
 Ideas to develop a wildlife map of the parish.  
 Cllr Kingston asked to attend.
- 11.3. Leek Wootton War Memorial Recreation Ground (Cllr Coates)  
 Nothing to report.
- 11.4. Leek Wootton Village Hall (Cllr Eldridge)  
 There has not been a Village Hall Committee meeting.  
 Cllr Eldridge's report, which the Clerk was unable to access during the meeting, is as follows:  
*Operation London Bridge protocol (Death of the Monarch)*  
*The Chairman first contacted the Chairman of the VH to get use of the hall as a secular location for our Book of Condolence, but was refused. The Vicar (a committee member) commented that he thought that any decision regarding the village hall following the announcement of the death of HM should have been a committee decision not one taken by some Trustees. I entered the debate suggesting that the Chairman or Secretary might have contacted the PC to establish our protocol about the hall in such circumstances. I further suggested that they had been more commercially than community minded. This rather upset the applecart! I did suggest that if the community wanted to have use of the hall in these unique circumstances bookings may have to be cancelled. The VH personnel cited a BBC statement about Book of Condolence being available online and that there was no reason to cancel events during mourning, it being left to individuals.*

Initial: RC

*It is a fact that in preparing our protocol we had not considered the VH and the VH had no protocol in place.*

*The Vicar advises that the appletart has been righted after his further input to placate matters.*

Whilst the PC would have preferred to have had an open dialogue and could have organised itself around bookings or used the upstairs room when available, but in view of the above, accepted the Vicar's offer to have the Book of Condolence at the Church alongside the Church one.

11.5. Leek Wootton Sports Club (Cllr Allison)

Football Club has published activity in *The Link*.

Cricket Club season has finished with 1<sup>st</sup> team coming 7<sup>th</sup> in Premier League and 2<sup>nd</sup> team coming 3<sup>rd</sup> in 4<sup>th</sup> division. Friday night fitness evening with bootcamps 6:00pm until April, rain or shine. Members of the public can join for £7.50 a session, but the more people who join, the cheaper it will get. End of season awards night 5 November. Will be approaching PC about new nets.

Sports Club new outdoor furniture has been ordered. A new approach to club communications is to be put in place. Carpets have been repaired and the dancefloor edging replaced. New bar drinks supplier in place saving c. £3,000/yr.

11.6. Other

11.6.1. Parish walk-about: Middle Woodloes

Proposed date: Saturday, 29/10/2022 at 10:30am at the church, to walk to Middle Woodloes.

11.7. Community Engagement

11.7.1. 08/09/2022: The Death of HM The Queen

In addition to the Book of Condolence (see item 11.4), the Chairman and Clerk arranged a notice and flower-laying area at the memorial stone on the recreation ground.

The Chairman made the Proclamation of King Charles III at All Saints' Church on 11/09/2022 during a short service held jointly by the Church and Parish Council. This was broadcast via Zoom.

The Chairman also wrote a Letter of Condolence to the King on behalf of the Council.

Review of Protocol for the Death of a Senior Figure to see about improvements.

**ACTION: Cllr Coates to put together small group to review how the protocol performed and propose any improvements**

11.7.2. 10/09/2022: Community Live 2022 - CANCELLED

The event was cancelled due to the death of HM The Queen.

Initially hoped to postpone only, but it was not possible to book the hall during lighter evenings and there was concern that if the event was not well supported, it would not achieve its aims, so it was decided to put all efforts into the 2023 event.

2023: Hall has been booked for Saturday, 9 September 2023 3-6pm. At 7pm there is a Rugby World Cup match (England -v- Argentina), which the Sports Club is keen to build an event around, which people could migrate to after the Community Live event.

A series of articles in *The Link* will promote different groups throughout the year.

Participants have been invited to next year's event and a good response has been received.

D/Cllr Wright asked to be informed and they will promote across their sites.

The Clerk mentioned that there are some prizes, e.g. chocolates that will run out of date at the end of the year (purchased for platinum jubilee and not used, were planning to use at Community Live). Cllr Kingston proposed any edible goods are donated to the Foodbank, which was agreed.

**ACTION: Clerk to donate chocolates and biscuits with a December expiry date to the Foodbank**

Initial: RC

## 11.8. Community Maintenance:

## WCC Highways (Cllr Kirkwood)

- A new Localities Officer for WCC Highways in Michael Newnham. Has requested that all items are listed on the Warwickshire 'Report It' site.
  - Hedge on B4115 is to be flailed
  - Will jet the drains at Church Lane, but there is significant demand on the jettors
  - Skew Bridge – nothing to be done in the immediate future and will look at it when he becomes full time in this area

Has asked for 3 key highways maintenance issues for the parish. A discussion followed.

**ACTION: Councillors to consider ongoing or problematic highways maintenance issues around the community and feed back to Cllr Kirkwood**

## Grounds Maintenance Contract

- Cllr Kirkwood has updated the contract, which remains largely unchanged. Tendering process to be initiated, sent to current and other local contractors and via the government procurement website.

**ACTION: Clerk to initiate tendering process**

## Other (Clerk)

- Nothing to report

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

## 12.1. Warwickshire County Council

- Improving enforcement around schools to discourage parking outside schools, with zigzag lines redone and signage put up.
- Trials on average speed cameras around the county. Feedback says they are already making a difference, but they are expensive (estimate: £1.6m over 5 years + maintenance).
- Coventry City is going all-electric on their buses. Rollout circa December. Not known how far into Warwickshire they will travel.
- Agreement with HS2 for £106,000/year until 2025 for maintenance and resurfacing on roads that their vehicles have affected.
- WCC Community Grant Fund application closing date 16 October, 5:00pm.

## 12.2. Warwick District Council

- 123+ recycling issues. D/Cllr Wright has been working to rectify issues, e.g. The Hayes was appearing as under The Warwickshire and signage saying 'Private Road' was causing problems. Reported and resolved. D/Cllr Wright expressed concern that The Hayes appears to be under The Warwickshire complex which has been the source of some problems. There have continued to be problems with the 123+ system. Residents have been reporting problems.
- WDC Local Plan – D/Cllrs have said that for Leek Wootton there is no further scope for development and reinforced issues around Woodcote Lane and tried to ensure that boundaries are correct. Cllr Kirkwood asked about the Coventry figures and incorrect projections. Acknowledged that figures were inaccurate and future figures are unlikely to be reliable due to lockdown. Gigafactory location is being classified as an Enterprise Zone, but D/Cllrs have pointed out that the location is in the greenbelt and can only be removed for the purposes of building the gigafactory – no other development can take place there. Cllr Kirkwood asked whether there is any further news on the Government's plans to relax the planning system. No, will have to wait for amendments to the National Planning Policy Framework.

Initial: RC

- Budget work taking place. WDC has some reserves to draw on, but it will be a tough time.
- Riverside House is being reviewed again, due to the cost of running. WDC will be considering affordable housing.
- Covent Garden car park is being investigated to see how long it can survive. Looking at alternative uses of the land. There is concern that its closure will have a knock-on effect.
- Abbey Fields work has been slowed down due to the discovery of a wall.
- Continuing with development of investment in the social community infrastructure, which is being protected.

Cllr Kingston asked about development of Kenilworth-Leamington cycleway. This comes under WCC Highways, but aware it is a long way off.

- Development of a hydrogen plant is possible future project. Possible supply point for HGVs to generate ongoing income.
- Infrastructure – electric charge-points – the economics are collapsing due to price of vehicle and price of charging.

Fly-tipping – there is a large amount tipped on private land on Hill Wootton Road, is there any advice how to deal with? WDC will not remove fly-tipping from private land.

### 13. Planning

#### 13.1. To note planning decisions made:

- 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) – GRANTED**
- 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) – GRANTED**
- 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) – GRANTED**

#### 13.2. 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/22/0941 - 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) – Beausale, Haseley, Honiley & Wroxall PC has objected on the basis of light pollution in the Green Belt, justification for it in the Green Belt and concern over HGVs using narrow country lanes.**
- 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/22/1331 - 30 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Erection of single storey extension (Comment due: 14/09/2022) – **No objection (Sent: 16/09/2022)**

#### 13.3. To consider new planning applications:

Initial: RC

	<ul style="list-style-type: none"> <li>W/22/1317 - Chesford Grange Hotel, Ashow Road, Chesford, Kenilworth, CV8 2LD - Display of internally illuminated signs and totems and non-illuminated plaques (Comment due: 12/10/2022) - <b>Chesford Grange signs generally 'no objection' but a suggestion that we should seek a night time switch of illuminated signs and when not necessary at other times. It was agreed to submit a no objection with a comment requesting limit to lighting between hours of midnight and 6:00am.</b></li> <li>W/22/1520 - 4 Waller Close, Leek Wootton, Warwick, CV35 7QG - Erection of first floor side extension (Comment due: 17/10/2022) – <b>No objection agreed</b></li> </ul>
13.4.	Any other planning related issues. None
14.	<b>Finance</b>
14.1.	The Financial Report for month to 4 October 2022 was noted and approved.
14.2.	The following payments were approved:
	Refund to Clerk Vch 075 £349.55
	Refund to Cllr Coates Vch 076 £39.96
15.	<b>Parish Council Administration</b>
15.1.	Parish Council Communications Clerk proposed writing an article about the WhatsApp group and how the 'phone tree' system works. Agreed. With Community Live articles there will be pictorial articles over the next few months.
15.2.	Dedicated Parish Council space/storage Nothing to report. It is understood that other organisations are struggling with booking/storage issues at the hall. A general discussion followed.
15.3.	Training Cllr Allison – Local Councils and Communications Strategy Clerk – Preparing for the Elections
16.	<b>Correspondence for information</b>
16.1.	Nothing of note
17.	<b>Councillors' Reports and items for future agenda</b>
	<ul style="list-style-type: none"> <li>Cllr Elsy is due to be away over the election period in May 2023. What will the procedure be? <b>ACTION: Clerk to investigate the dates and put Elections on next Agenda</b></li> </ul>
18.	<b>Date of next meeting</b> To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 1 November 2022 at Leek Wootton Village Hall.
19.	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
19.1.	Personnel issues – None
19.2.	Legal issues – None

Signed: Richard Coates (Chairman)Date: 01/11/2022Initial: RC