



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 7 February 2023 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Allison, Eldridge, Elsy, Kingston, Kirkwood, Knott, D/Cllr Wright, C/Cllr Redford and the Clerk

1.	<p>Apologies for absence</p> <p>D/Cllr Redford</p> <p>The Chairman announced that he has accepted Cllr Tunkle's verbal resignation from the Parish Council [<i>UPDATE: Written resignation from the Council received and accepted</i>]. The Chairman suggested that the Council does not look to co-opt at this time and concentrate on encouraging someone to come forward for the elections. A brief discussion followed.</p> <p>ACTION: Clerk to publish Notice of a Casual Vacancy and send to District Council</p>
2.	<p>Declarations of Interest</p> <p>Cllr Kingston declared an interest in item 12.1.</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, 3 January 2023 were approved (1: Cllr Kirkwood / 2: Cllr Allison) and signed.</p> <p>4.2. Matters arising not on agenda: None</p>
5.	<p>Development at Woodcote (Police HQ)</p> <p>The Chairman gave a report on progress. DRAFT comments on W/22/1877 have been circulated. Some minor amendments still required before submission. Awaiting information from Leek Wootton Focus Group [LWFG] to be forwarded to traffic consultant for comment and Natural England [NE] have apparently written to the planners suggesting that Police HQ site is designated as a site of ancient woodland paddock, which should give it additional protective status under planning legislation. Council will refer to this within its submission.</p> <p>The Chairman has written to Chief Executive expressing Council's displeasure at not being offered an opportunity to meet with Planning Officers. D/Cllr Wright informed the Council that a meeting should be arranged for week commencing 20/02/2023.</p> <p>Cllr Kirkwood asked C/Cllr Redford about formal comment from WCC Highways showing whether their earlier objections to W/22/0465 still stand, in view of amendments submitted by the applicant.</p> <p>Cllr Kirkwood asked D/Cllr Wright about NPPF requirement for 13-week decision deadline. This cannot be satisfied if statutory consultees do not respond within the timeframe. Suggested asking planning officers about this.</p> <p>Cllr Allison has been researching case comparisons and circulated information about an application involving ancient woodland.</p> <p>Cllr Elsy asked C/Cllr Redford whether WCC Highways base assessments on assumption that cars are travelling at or below the speed limit at all times. Data evidence is required to prove vehicle speeds – hearsay evidence not sufficient. It is too late to commission new data for use when commenting on W/22/1877. D/Cllr Wright proposed including a</p>

Initial: RC

statement within the Council's submission stating that the data is not considered robust enough and seeking an opportunity to gather new data.

A discussion followed.

ACTION: Council response to W/22/1877 to be submitted [UPDATE: Submitted 10/02/2023]

Cllr Allison asked whether D/Cllr Wright has access to *Planning Resource* – a subscription publication, as it may have some useful information. D/Cllr Wright to check.

ACTION: D/Cllr to liaise with Cllr Allison about *Planning Resource*

The Chairman has met with PCC's Chief Executive to give regular updates. Information from them includes:

- CALA does not have control of the woodland behind Waller Close;
- Warwickshire Police will not be leaving Woodcote;
- The Police & Crime Commissioner's team is to move into Woodcote (leaving Northgate Street);
- Maintenance is now their own, rather than the County Estates Team – it will include a new, dedicated Estates Team and Facilities Manager;
- Not everyone is moving to Leek Wootton – there are plans to expand Stratford-upon-Avon, Rugby and Nuneaton Police stations;
- Chief Constable would like to retain recruitment at Woodcote;
- In the process of starting to draw up a site plan – not a master plan, retaining manor house, 1960s block and operations control centre;
- Old portacabins below garages will all be removed after Uniform Section moves out, to free up land for parking;
- Garages for maintenance of cars to be retained;
- Pavilion to be renovated and accommodation along North Drive to be demolished;
- North Lodge will be renovated and possibly let;
- Stables retained for use by Traffic Section as a training facility;
- Accepts that car-parking and landscaping remain a 'work-in-progress';
- No decision made on the copse behind the Sports Club

6.	<p>Leek Wootton War Memorial Recreation Ground Car Park</p> <p>Building phase to start on 19/06/2023 for 6 weeks.</p> <p>Applications submitted to RUCIS Grant and PWLB Loan application.</p> <p>Early discussion with Trustees regarding leasing area is ongoing.</p> <p>The Sports Club cannot afford to undertake the works for the overflow car park at £26,000.</p>
7.	<p>Broadband</p> <p>Clerk chased response from Openreach. Response, <i>"I suggest we revisit this when the project gigabit scheme has concluded, as the houses we are currently quoting may need to change anyway, if the project Gigabit scheme builds or partially cuts through our current list."</i></p> <p>Clerk also contacted CSW Broadband for some advice and received the attached report (see Appendix). General conclusion is that we need to wait for the Gigabit scheme review conclusion.</p> <p>Hill Wootton project has not yet successfully connected, due to temporary traffic lights not being arranged on the corner to protect the workforce.</p>
8.	<p>Landscaping on corner of The Hamlet/The Meadows</p> <p>Clerk obtained a quote from the grounds maintenance contractors at £950 + VAT. Council requested comparative quotations from other gardening contractors.</p> <p>ACTION: Councillors to contact Clerk with suggested contractors</p>

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9. **Progress Reports for information**
- 9.1. The Playground (Cllr Coates)
Playground to be closed on 15/02/2023 for tree pruning. Councillors to also come along and take down the trees.
ACTION: Clerk to post notices advising of closure
- 9.2. Community Speed Watch (~~Cllr Tunkle~~)
The Chairman will speak to Mr Tunkle about handing over Community Speedwatch. Cllr Kingston volunteered to be PC liaison.
- 9.3. LW&GC Environment Group (Cllr Elsy)
Nothing to report. New meeting will be arranged soon.
Communication has been active with a number of people submitting their Birdwatch reports.
Japanese Knotweed has been noted in the parish and Cllr Elsy proposed an informative article in *The Link* to raise awareness.
- 9.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
Cllr Elsy has sourced the Platinum Jubilee tree, which has been planted on the recreation ground and a small dedication ceremony was held on 04/02/2023.
- 9.5. Leek Wootton Village Hall (Cllr Eldridge)
Nothing to report
- 9.6. Leek Wootton Sports Club (Cllr Allison)
Membership is up and footfall improved. 430 members joined in January. Loads of new bookings including club and society AGMs and talks.
An Air Ambulance clothes bank is to be placed in the car park.
Councillors will meet to discuss future plans for the Sports Club.
- 9.7. Other
- 9.7.1. Parish walk-about: Guy's Cliffe, 26/01/2023
Cllrs Allison, Coates, Eldridge, Kingston and Tunkle attended an excellent 2 hour walk around Guy's Cliffe grounds, which included a brief talk about the cliff of Bromsgrove Sandstone from a Professor of Geology and Chairman of Warwickshire Geological Conservation Group, who happened to also be visiting. He will be a good contact to approach about possibly having information about the outcrop in Leek Wootton.
There are no plans to have open access to the site to protect it, so open days are the best opportunity to visit.
There was no time to also visit Saxon Mill.
- 9.8. Community Engagement
- 9.8.1. 04/02/2023: Dedication of HM The Queen's Platinum Jubilee Commemorative / Memorial Tree
- 9.8.2. 22/03/2023: Annual Parish Assembly
Jeremy Wright MP turned down our invitation to attend. A discussion followed about suggested speakers.
Clerk suggested South Warwickshire Local Plan information, but Council would prefer a lighter subject, e.g. Guy's Cliffe contact or local wildlife talk.
ACTION: Clerk to contact Guy's Cliffe and invite to speak
It is important to keep the subject matter local. Clerk suggested developing home-grown speakers from various groups in future years, e.g. Environment Group once it has established itself more.
D/Cllr Wright suggested Kenilworth Town Councillor and former HM Coroner or HS2 archaeology people.

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ACTION: Once arranged must be promoted in *The Link*

9.8.3. 10/06/2023: LW&GC Parish Summer Fête

The Chairman, Cllrs Allison and Kingston have had an initial meeting on 23/01/2023 and begun planning process. Summer Fête Planning Group meeting scheduled for Thursday, 09/03/2023 at 7:30pm in the Snug at the Sports Club.

Village Hall booking – Dance school booking ends at 2pm, giving no time for setup, except if setting up in the garden. Cllr Allison Agreed to contact dance school to discuss with them.

ACTION: Cllr Allison to contact Dance School

9.9. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - 20mph Scheme through Leek Wootton – has been informed that a scheme has been put forward to C/Cllr Redford. C/Cllr Redford disputed the advice Cllr Kirkwood has received. Scheme should be put together with the Council and WCC Highways Locality Officer before going forward for design, costing, etc.
Cllr Elsy asked whether it would be possible through Hill Wootton. Requires investigation – may not be as easy because there is not school in that area.
 - Skew Bridge – To be looked at in two parts: Phase I (within next 6 months, possibly by Apr): Investigation and minor amendments to drains. If not successful, Phase II (Apr-Oct): replace completely types of gullies, etc.
 - Locality Officer has visited Hill Wootton 3 times. Sewage escape requires Severn Trent. If illegal connection to surface water drainage, this is WCC Highways issue. Cllr Elsy noted and will contact Severn Trent when issue is observed.
 - Road sweeping has been taking place – observed 3 times in recent weeks.
 - Burst water main in Hill Wootton dealt with promptly. Another burst near Rio Grande in week commencing 30/01/2023.
 - In the absence of any comments from other Councillors, Cllr Kirkwood proposed that the 3 key issues for the Parish to be passed to WCC Highways are: Hill Wootton flooding, Skew Bridge and flooding outside the Old School, Warwick Road.
- Grounds Maintenance Contract - None
- Other (Clerk) – None

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

10.1. Warwickshire County Council

Fire Service vote on strike action and nationally have decided to strike. No date yet, but Chief Fire Officer and portfolio holder are making contingency arrangements.

Today was budget day for County Council and decision was taken to increase the precept for 2023/24 by 3.94%.

10.2. Warwick District Council

Budget-setting currently taking place. Priority to protect services and investment.

Recruitment is a problem. A senior finance officer is retiring and requires replacement. Experience of officers from Stratford-based officers is very varied.

Purdah shortly. Purdah/Coronation issue means the existing Council will remain in place for the Coronation weekend on advice from Minister for Levelling Up.

D/Cllr Wright confirmed purdah will not affect attendance at Annual Parish Assembly.

11. **Planning**

11.1. To note planning decisions made:

- W/22/1675 - 2 Wootton Grange Cottages, Warwick Road, Leek Wootton, Warwick, CV35 7RA - Erection of single storey extension to outbuilding in rear garden – **NO OBJECTION (Sent: 07/12/2022) - GRANTED**

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- W/22/1786 - 18 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Proposed two storey side, two storey rear extension and single storey rear extension and addition of a front porch – **NO OBJECTION (Sent: 07/12/2022) - GRANTED**
- W/22/2001 – 5 Woodcote Drive, Leek Wootton, Warwick, CV35 7QA - Erection of single storey rear extension, single storey side extension and part garage conversion – **NO OBJECTION (Sent: 16/01/2023) – GRANTED**
- W/22/1864 & 1865LB - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Replacement of windows, external doors and vents of the 1960's office block that connects to Grade II listed Woodcote House – **NO OBJECTION (Sent: 03/01/2023) – 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)**
- 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/22/1858 – Wootton Lodge, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Removal of Condition 4 (parking requirements) and variation of Condition 2 (alternative plan numbers to show amendments to front driveway) for application W/19/0785 – **NO OBJECTION (Sent: 31/01/2023)**
- W/22/1877 - Land at Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwickshire, CV35 7QA - Application for Outline Planning Permission for up to 83 dwellings (including affordable housing), access, internal roads and footpaths, car parking, public open space, landscaping, drainage and other associated works and infrastructure (all matters of details reserved except for the vehicular access to the site) – **Comment due: extended again to 14/02/2023 (due to on-site notices being delayed)**
- W/22/1884LB - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB – This application is for the repair works to the exterior ashlar sandstone of Grade II listed Woodcote House. The repairs vary depending on the severity of the issue and range from as little as mortar replacement up to full stone replacements – **NO OBJECTION (Sent: 03/01/2023)**
- W/22/1891LB - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB – The bell tower of Woodcote House timber columns are in a poor condition with severe rot having occurred. The proposal is to replace all defective timber members, including the 8no. columns, cornice and decorative details. The cupola is proposed to have a new lead covering, as is the base at the roof junction. The weathervane is to be cleaned and the timber detail replaced – **NO OBJECTION (Sent: 03/01/2023)**
- W/22/1979 – Hillcrest, 15 Hill Wootton Road, Leek Wootton, Warwickshire, CV35 7QL - Proposed erection of a front extension, alterations to the principal elevation, replacement rear extension and new cladding to some external elevations – **NO OBJECTION (Sent: 16/01/2023)**
- W/22/1980 – Woodgate House, Warwick Road, Leek Wootton, Warwick, CV35 7QR – Demolition of an existing outbuilding, erection of proposed two-storey rear and side extensions, and internal alterations – **NO OBJECTION (Sent: 26/01/2023)**
- W/23/0005 – Cherry Apple Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7RB – Erection of wrap-around first floor and side extension and two-storey rear extension – **OBJECTION (Sent: 27/01/2023)**

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11.3.	<p>To consider new planning applications:</p> <ul style="list-style-type: none"> W/22/1758 & 1759/LB - Saxon Mill, Coventry Road, Warwick, CV34 5YN - Planning permission to raise barriers on the east footbridge to 1.1m; erect a Reach and Rescue Pole at the corner of the building, installation of a raised walkway above existing cobbled footpath; installation of information signage; and retrospective planning permission for the erection of existing fencing along the perimeter wall adjacent to the external seating area (Comment due: 22/02/2023) W/22/1760 - Saxon Mill, Coventry Road, Warwick, CV34 5YN - Advertisement consent for the erection of two emergency rescue information signs to accompany a proposed reach and rescue pole (Comment due: 22/02/2023)
11.4.	<p>Any other planning related issues.</p> <p>Prompted by W/23/0005 Cllr Eldridge has sought advice about legality of works being carried out affecting the street scene within the conservation area. Several frontages, including the old sandstone walls, are being changed within the conservation area in Warwick Road.</p>
12.	<p>Finance</p>
12.1.	<p>Cllr Kingston introduced an application to the Community Grant Fund for £480 for cycle racks for the churchyard. Councillors agreed this is a good idea that may be worth thinking about for other locations around the parish. A discussion followed about alternative sources of funding.</p> <p>[UPDATE: following the meeting the Chairman considered this discussion had moved away from considering the grant application and no decision resolved. He proposed awarding the grant, to be officially resolved at the next meeting, under the Council's power to provide stands and racks for bicycles and motor cycles in the council's area. (Road Traffic Regulations Act 1984, s.63)]</p>
12.2.	<p><u>IT WAS RESOLVED</u> to approve the Financial Report to 07/02/2023</p>
12.3.	<p><u>IT WAS RESOLVED</u> to approve payments to be made as listed on the Financial Report</p>
13.	<p>Parish Council Administration</p>
13.1.	<p>Parish Council Communications – Nothing to report</p>
13.2.	<p>Training</p> <ul style="list-style-type: none"> 'Planning for the Elections' was attended by the Clerk on 11/01/2023 New rules regarding voter ID was discussed. <p>No requirements for Councillors' training</p>
14.	<p>Correspondence for information</p> <p>Nothing to note</p>
15.	<p>Councillors' Reports and items for future agenda</p> <p>None</p>
16.	<p>Date of next meeting</p> <p>The date of the next meeting is scheduled for 7:30pm on Tuesday, 7 March 2023 at Leek Wootton Village Hall.</p> <p>The Clerk drew the Council's attention to the unusual date of the Annual Parish Council Meeting in May on the meeting calendar for 2023/24 [attached]</p>

Initial: RC

- 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: Richard Coates (Chairman)

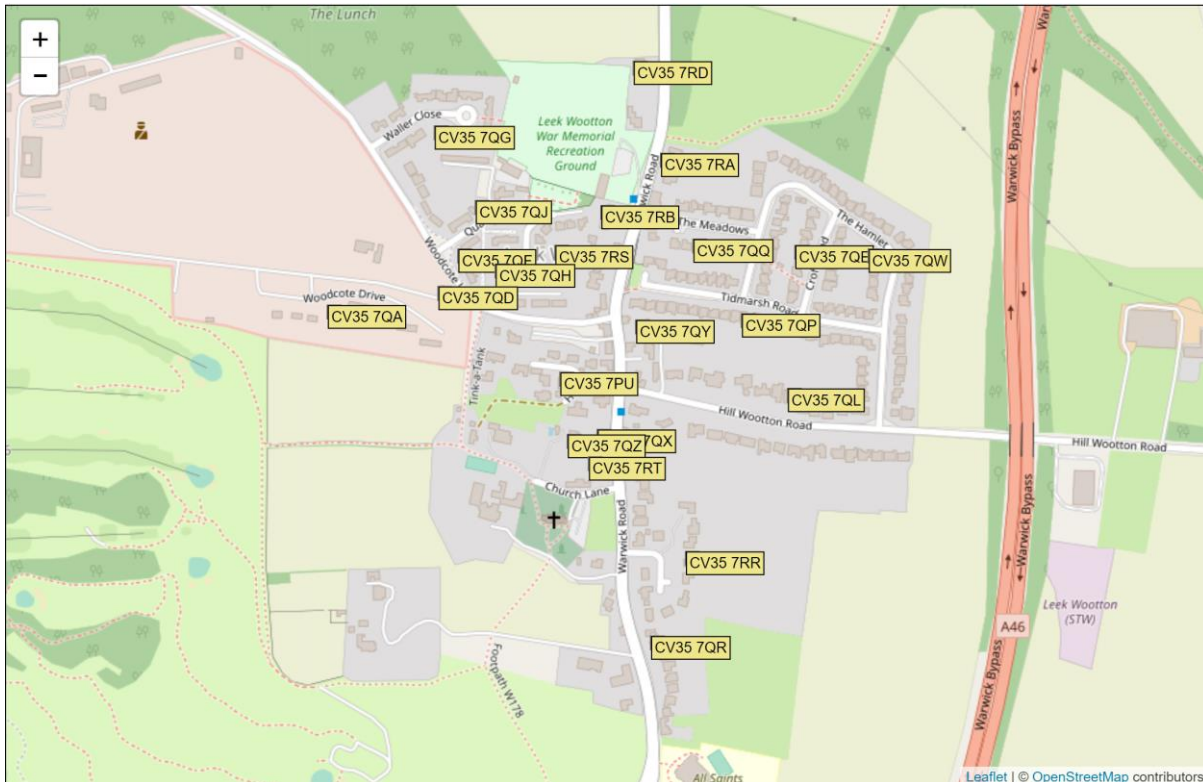
Date: 07/03/2023

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Leek Wootton Parish Council Investigation

Postcodes in Leek Wootton village:

CV35 7QR, CV35 7RR, CV35 7RT, CV35 7QZ, CV35 7QX, CV35 7QL, CV35 7PU, CV35 7QY, CV35 7QP, CV35 7QW, CV35 7QE, CV35 7QQ, CV35 7RD, CV35 7RA, CV35 7RB, CV35 7RS, CV35 7QG, CV35 7QJ, CV35 7QH, CV35 7QA, CV35 7QD, , CV35 7QU, CV35 7QF.



Breakdown of current property speeds & statuses – An Overview:

From our investigations, we believe there are a total of 361 properties in total in Leek Wootton.

337 properties (93.35%) already have superfast broadband available (defined as speeds above 30Mbps), of which:

- 312 (86.43%) have been upgraded via an FTTC (Fibre to the Cabinet) solution
- 25 (6.92%) properties have been upgraded via an FTTP (Fibre to the Premise)

24 (6.65%) have speeds of below 30Mbps (so not defined as superfast) of which:

- 14 will be upgraded in Contract 3 of the CSW Broadband Project (to FTTP)
- 6 are 'Awaiting Funding'.
- 4 – Openreach believe are already 'superfast' but they appear to be just under 30Mbps.

Who has upgraded broadband coverage in Leek Wootton village?

So, in summary, the vast majority of properties in Leek Wootton have already been upgraded to superfast broadband speeds. Most of this work was carried out by Openreach as part of their own commercial deployment programme and was via an FTTC solution. The majority of the remaining properties have been or are in the process of being upgraded by the CSW Broadband Project.

As for the 6 properties that are currently assigned the status of 'Awaiting Funding', the likelihood is that these have not been upgraded because the cost of doing so would have exceeded the strict cost-caps that are imposed on projects like ours by Building Digital UK (part of the Department of Digital, Culture, Media & Sport (DCMS)) to ensure that costs do not spiral out of control. They will, however, be in scope for upgrade via Project Gigabit.

APPENDIX – CSW Broadband Report

Moving forwards with Project Gigabit:

Through its Project Gigabit initiative, the UK Government has set targets to upgrade at least 85% of UK properties to gigabit-capable speeds by the end of December 2025.

Much of this will be done through the commercial build programmes run by a whole host of both large and small private suppliers. However, in the areas of Warwickshire where there is no commercial appetite to do this, the CSW Broadband Project will be overseeing a government-funded programme to upgrade as many of the remaining properties as possible with the money that is allocated to us – just like we did with Contracts 1, 2 & 3 of the superfast broadband programme.

We are only allowed to intervene in areas where there is no commercial interest to do so. As a result of this, we are currently working with DCMS to trawl through the plans that have been submitted by these privately-funded suppliers so that we can remove those properties from our enquiries and draw up the final list of eligible properties that will be in scope for consideration for our Project Gigabit build.

This is a complex and time-consuming exercise but having looked through these suppliers plans, it would appear that the majority of those properties in Leek Wootton that have not yet been upgraded to gigabit-capable speeds via an FTTP (Fibre to the Premise) solution, will be in scope for upgrade by CSW with a few possibly being upgraded by Openreach.

The contract for Project Gigabit Lot 11 (Warwickshire & Leicestershire) will be awarded later this year, with the successful supplier looking to start the build programme early next year. Updates on progress with regards to the awarding of the contract and details of the successful supplier's build programme will appear on both our website and in our newsletters in due course.

If you have any further questions, please do not hesitate to ask.

Kind regards,

Gavin Tristram

Stakeholder Engagement & Communications Manager

CSW Broadband
ICT Services
Enabling Services
Resources Directorate
Warwickshire County Council

Initial: RC

APPENDIX – 2023/24 Meeting Dates



The Civil Parish of

Leek Wootton & Guy's Cliffe

Parish Council Meetings 2023/24

The Agenda for each meeting is published on the Parish Council website (a minimum of 3 days before). Once approved, Minutes are available to view on the Parish Council Website

DATE	TIME	VENUE	MEETING
4 Apr 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
4 May 2023		PARISH COUNCIL ELECTIONS	
23 May 2023	7:30pm	Leek Wootton Village Hall	Annual Parish Council Meeting Ordinary Parish Council Meeting
6 Jun 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
4 Jul 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
5 Sep 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
3 Oct 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
7 Nov 2023	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
2 Jan 2024	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
6 Feb 2024	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
5 Mar 2024	7:30pm	Leek Wootton Village Hall	Ordinary Parish Council Meeting
TBC	TBC	TBC	Annual Parish Assembly 2024

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