



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 4 April 2023 at Leek Wootton Village Hall

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

Before the meeting commenced, the Chairman thanked Cllr Knott, on behalf of the Council and community, for his work over the last 20 or so years, including his contributions towards the school, playground and finance committee.

1.	<p><b>Apologies for absence</b></p> <p>Cllr Elsy [Approved], D/Cllr Wright Cllr Allison did not send apologies</p>
2.	<p><b>Declarations of Interest</b></p> <p>None</p>
3.	<p><b>Public Participation</b></p> <p>None present</p>
4.	<p><b>Minutes</b></p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 7 March 2023 were approved (1: Cllr Kirkwood / 2: Cllr Kingston) and signed.</p> <p>4.2. Matters arising not on agenda: None</p>
5.	<p><b>Development at Woodcote (Police HQ)</b></p> <p>Second of the new monthly meeting with the Planning Officer is to take place on 13/04/2023. Notes from the previous discussion are available on the website. Cllr Kirkwood asked D/Cllr Redford about progress – nothing to report at this stage.</p>
6.	<p><b>Leek Wootton War Memorial Recreation Ground Car Park</b></p> <p>Ready to go on 19 June. The PC is first in the queue for the RUCIS Fund and we have received approval from the Public Works Loan Board.</p> <p>The RUCIS Fund has made the Chair aware that a new Climate Committee within Warwick District Council and they have been told that any applications for the RUCIS Fund must have sustainability aspect to the application. Including a long-term aim for electric charging points as well as a short-term plan to install cycle racks should be sufficient. The Chairman will amend the application form. <i>[UPDATE 13/04/2023: Final application submitted]</i></p> <p>There will be a Trustees of the War Memorial Recreation Ground meeting on Wednesday, 12/04/2023, when under discussion will be the area to be leased by the Parish Council. The Chairman asked for Councillors agreement to the area in the map in Appendix 1.</p> <p>Cllr Kirkwood would like to see a draft contract before final approval can be made. Clerk noted that the proposed overflow area is currently within the Sports Club lease area.</p>
7.	<p><b>Landscaping on corner of The Hamlet/The Meadows</b></p> <p>The Clerk has arranged to meet with a gardening contractor at the site on Monday, 10/04/2023 to obtain an alternative quote to the one provided by the regular contractors.</p>

Initial: RC

8. **Progress Reports for information**
- 8.1. The Playground (Cllr Coates)  
Tree has been removed. Consideration required towards replacing planting. Clerk observed from 2008 images on Google Streetview that the trees in this area have greatly reduced. Cllrs Coates and Eassom removed a couple in this area that were rotten. Some investigation required before new tree(s) are planted in this area.
- 8.2. Community Speed Watch (Cllr Kingston)  
Cllr Kingston has contacted former Cllr Tunkle for information about Community Speed Watch and is awaiting a response.
- 8.3. LW&GC Environment Group (Cllr Elsy)  
Cllr Elsy not present.
- 8.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)  
Nothing to report.
- 8.5. Leek Wootton Village Hall (Cllr Eldridge)  
AGM to be held on 12/04/2023.
- 8.6. Leek Wootton Sports Club (Cllr Allison)  
AGM to be held on 21/04/2023.
- 8.7. Other
- 8.7.1. Parish walk-about:  
Carry forward the action for Cllr Allison to liaise with Environment Group and arrange walk and talk about parish hedgerows.
- 8.8. Community Engagement
- 8.8.1. 22/03/2023: Annual Parish Assembly  
Went well. Michael Coker spoke about his time as HM Coroner for Warwickshire. Audience number was low, but those who came lingered and chatted for some time afterwards.
- 8.8.2. 04/05/2023: Local Elections  
Clerk has submitted 6x nomination forms to Warwick District Council. *[UPDATE 06/04/2023: Notice of uncontested election received]*  
Two vacancies now available.  
District Council elections will take place on 04/05/2023.
- 8.8.3. 10/06/2023: LW&GC Parish Summer Fête  
Planning is progressing well. Next meeting 18/04/2023.
- 8.9. Community Maintenance:
- WCC Highways (Cllr Kirkwood)
    - Cllr Elsy has been informed by a resident that Severn Trent have stated that there is sewage in the road drains in Hill Wootton. Cllr Kirkwood has forward to WCC Locality Officer for further advice. C/Cllr Redford confirmed that WCC Highways will deal with illegal connections to the surface drainage system.
    - No further updates from Highways about programmed drain clearances in Warwick Road and Woodcote Lane.
    - Possible 20mph speed limit. Location of signs: set up by WCC lighting, timings given by school. No closer that 45m from school and no further that 110m.  
**ACTION: Cllr Kirkwood to contact School to find out whether they are interested in having such a scheme installed.**

- Sports Club access road – Clerk to get a couple more Title Registers.

**ACTION: Clerk to obtain more land registry Titles.**

A discussion followed.

**ACTION: Cllr Kirkwood to contact Office of the PCC to inquire about Police responsibility for the access road to the copse.**

- Grounds Maintenance Contract  
Nothing to report. New contract under way.
- Other (Clerk)  
Nothing to report.

## 9. County and District Councillors' reports

- 9.1. Warwickshire County Council  
No verbal report due to pre-election period.
- 9.2. Warwick District Council  
No verbal report due to pre-election period.

## 10. Planning

- 10.1. To note planning decisions made:
- 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) – **GRANTED**
  - 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) – WITHDRAWN BY APPLICATION.** D/Cllr Redford observed that no work should be undertaken in the conservation area, if there is no planning permission in place (see item 10.4).
- 10.2. 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/22/1758 & 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 – **No objection**
  - 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 – **No objection**
  - 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) – **OBJECTION (Sent: 10/02/2023)**
  - W/23/0320 - Willow Tree Cottage, Woodloes Lane, Guys Cliffe, Warwick, CV35 7RE - Erection of a two-storey rear extension – **No objection**
- 10.3. To consider new planning applications:
- W/23/0247 - Hill Farm Cottage, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - To amend the design of the permitted garage extension (W/21/0997) by increasing the height of the rear wall of the garage by 300mm (**Comment due: 17/04/2023**)

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- W/23/0287 & 0288/LB - Club House, The Warwickshire, Warwick Road, Leek Wootton, Warwick, CV35 7QT – Conversion of former farm buildings to provide 17 guest bedrooms; demolition of post-war storage barn and replacement with new building to provide 10 guest rooms; and erection of small link building on the site of previous outbuilding (**Comment due: 27/04/2023**) – **No objection**  
[UPDATE: Cllr Eldridge arranged for Councillors to visit the site]
- W/23/0377 LB - North Lodge, Woodcote Lane, Leek Wootton, Warwick, CV35 7QD - North Lodge whilst not listed itself, is located within the grounds of grade II listed Woodcote House. This application is for the much-needed external repair works to the north lodge, the building is currently derelict with its condition worsening. These repairs focus on getting the building water tight by repairing the roof and replacing the old broken, blocked and leaking guttering, the replacement of the current rotten single glazed windows and doors with new wooden framed double glazed to match the style of the existing increasing the buildings thermal properties. This applications is also for any repair works to the masonry envelope of the building including repointing and stone repairs (**Comment due: 12/04/2023**) – **No objection. Propose supportive response**

10.4. Any other planning related issues.

A discussion took place about changes to garden walls/features within the conservation area on Warwick Road. Cllr Eldridge contacted the Conservation Officer to ask about the legal position regarding alterations to the street scene without planning permission within a Conservation Area – at the time of writing, three properties within the Conservation Area were making alterations. Response did not answer the question, but suggested raising a complaint with enforcement.

One site appears to have removed natural bedrock. Cllr Kirkwood observed that natural sandstone outcrops are a subject of conservation and should not be removed.

D/Cllr Redford offered to ask Conservation Officer about this issue.

**ACTION: Cllr Eldridge to forward correspondence to D/Cllr Redford**

11. **Finance**

11.1. To note the [attached] Financial Report to the end of the Financial Year ended 31/03/2023 and for the month to 04/04/2023.

Cllr Kirkwood would like to interrogate the figures, because the closing figures for 31 May 2023 are considerably lower than the forecast presented to the Finance Committee at its meeting on 01/12/2022.

**ACTION: Clerk and Cllr Kirkwood to review and compose a statement of reasons for this difference.**

11.2. Payments were approved for:

• Clerk’s expenses + refund for Stamps	Vch 002	£51.94
• Leek Wootton & Guy’s Cliffe hubsite	Vch 003	£48.00
• Grounds maintenance	Vch 004	£165.74
• Leek Wootton Village Hall hire	Vch 006	£150.00
• Payroll Admin	Vch 005	£120.00
• Community Grant Fund to LWWI	Vch 007	£200.00

Account signatory. Form submitted to make Cllr Kirkwood a full signatory and remove Cllr Knott.

12. **Parish Council Administration**

12.1. Elections and Recruitment

A discussion took place about ideas for people to invite to become Councillors.

12.2. Communications

Communications improved. The Clerk observed that the April magazine had generated two direct responses to issues being discussed.

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12.3.	Training (see: <a href="http://www.walc.org.uk">www.walc.org.uk</a> ) None required.
13.	<b>Correspondence for information</b> To note the items of correspondence
14.	<b>Councillors' Reports and items for future agenda</b> Cllr Knott raised representation on All Saints' Academy Board of Trustees. Cllr Knott will carry on as a caretaker Trustee for the time-being, until a new Trustee is appointed. <b>ACTION: To be considered at future meeting.</b>
15.	<b>Date of next meeting</b> To confirm the date of the next meeting which will be the Annual Parish Council Meeting and is scheduled for 7:30pm on Tuesday, 23 May 2023 at Leek Wootton Village Hall. This is later than usual (would have been 02/05/2023), because the Annual Meeting of the Parish Council in an election year must be held between 4 and 14 working days after polling day.
16.	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
16.1.	Personnel issues – None
16.2.	Legal issues – None

Signed: \_\_\_\_\_

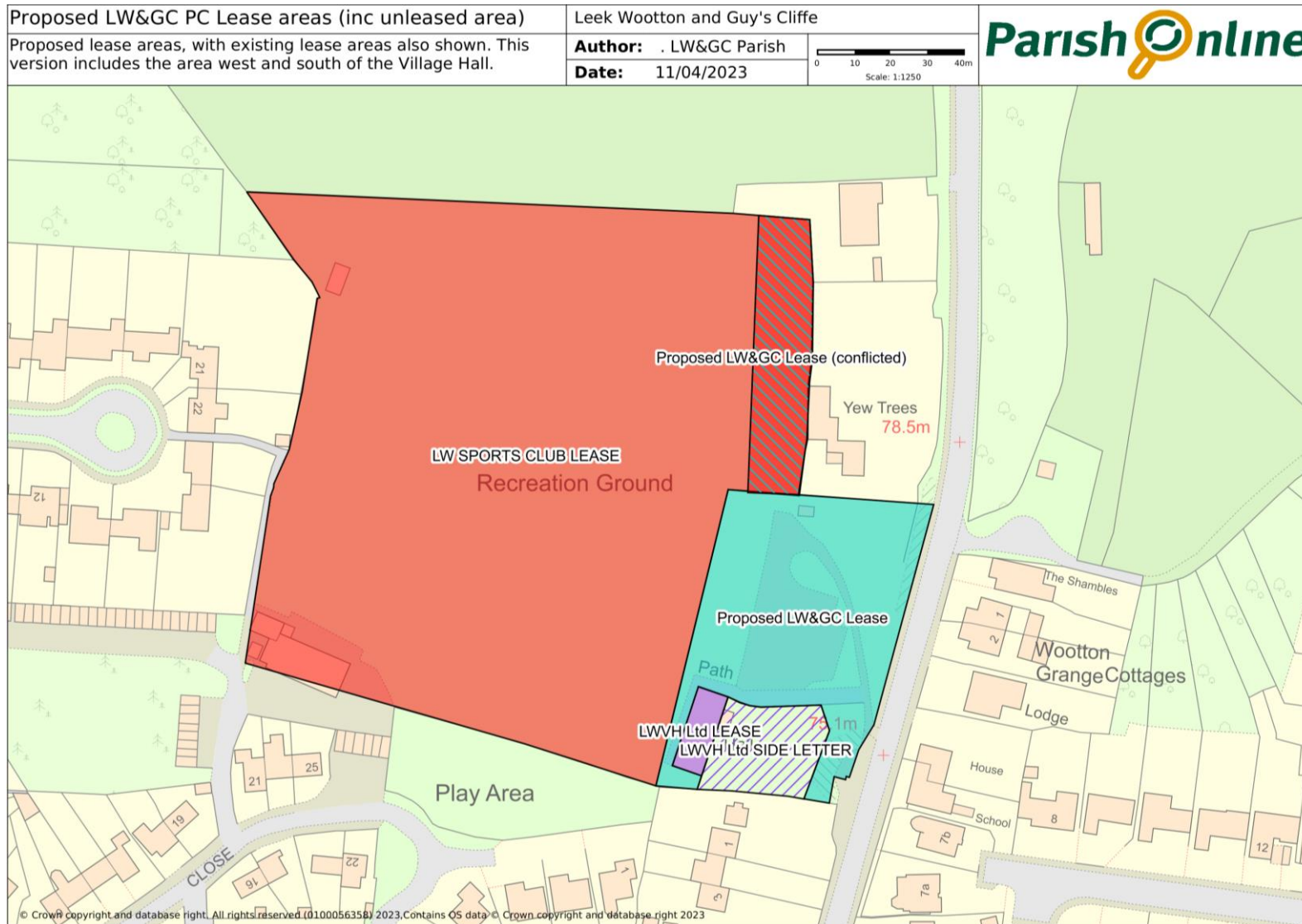
Date: \_\_\_\_\_

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# Leek Wootton & Guy's Cliffe Parish Council

## Appendix 1



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