



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday, 23 May 2023 at Leek Wootton Village Hall

Present: Councillors Coates (Chair), Allison, Elsy, Kirkwood, D/Cllr Redford, C/Cllr Redford, 2x members of Leek Wootton Focus Group and the Clerk

This being the first Annual Meeting of the Parish Council following an Election, all Councillors signed Declarations of Acceptance of Office before the commencement of the meeting.

1.	Election of Chairman and Vice-Chairman
1.1.	Cllr Kirkwood proposed Cllr Coates as Chairman, seconded by Cllr Allison. D Cllr Coates was duly elected Chairman. Cllr Coates proposed Cllr Eldridge as Vice-Chairman, seconded by Cllr Allison. D Cllr Eldridge was duly elected Vice-Chairman.
1.2.	Chairman signed a Declaration of Acceptance of Office as Chairman

**The Annual Meeting was suspended to for the Public Participation section of the Ordinary Meeting
The Annual Meeting recommenced after the members of LWFG had left**

2.	Apologies for absence
2.1.	Cllrs Eldridge and Kingston [Approved reason: Holiday]
3.	Committees
3.1.	Existing Committees
3.1.1.	Review of delegation arrangements to committees, sub-committees, staff and other local authorities - approved
3.1.2.	Review of the terms of reference for committees – approved
3.1.3.	Appointment of members to existing committees [see attached current list of interest groups] – Cllr Allison agreed to join the Finance Committee [Proposer: Cllr Coates / Seconder: Cllr Kirkwood]
3.2.	New Committees
3.2.1.	Appointment of any new committees in accordance with Standing Order 4 <ul style="list-style-type: none"> • CALA Appeal Committee established with Cllrs Coates and Kirkwood and members of Leek Wootton Focus Group, Mark Cooper and Harry Wilson
4.	Policy Documents www.leekwootton.org.uk/the-parish-council/parish-council-policy-statements
4.1.	Existing Documents
4.1.1.	Review of Standing Orders and Financial Regulations No changes to model standing orders or financial regulations
4.1.2.	Review of other policy and strategy documents No changes to existing policies and strategy documents
1.1.1.	Review of the Council's complaints procedure No changes to the Council's Complaints Procedure
1.1.2.	Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (<i>see also standing orders 11, 20 and 21</i>) No changes to existing policies, procedures and practices

Initial: _____

1.2. 1.2.1.	<p>New Documents</p> <p>To consider adoption of new policies and procedures [circulated to Councillors] No new policies or procedures</p>
2. 2.1. 2.2.	<p>External Organisations</p> <p>Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. There are currently no formal arrangements in place with external organisations</p> <p>Review of representation on, or work with, external bodies and arrangements for reporting back Currently these remain:</p> <ul style="list-style-type: none"> • All Saints' Church, Leek Wootton – Cllr Kingston (Churchwarden) • Leek Wootton WM Recreation Ground Trustees - Cllr Coates (Trustee) • WCC Highways - Cllr Kirkwood (liaison) • Leek Wootton Sports Club - Cllr Allison (liaison) <p>Changes are:</p> <ul style="list-style-type: none"> • Leek Wootton Village Hall Cllr Kirkwood offered to take this over from Cllr Eldridge • WRW Community Forum There have been no meetings for several years and it was agreed to remove this from the list of external bodies <p>External bodies with no official representation are:</p> <ul style="list-style-type: none"> • All Saints' CofE Academy Trust, Leek Wootton A replacement Trustee for Keith Knott is required. This does not have to be a member of the Council. No volunteers at this stage, so the Council will advertise this role. • Leigh Educational Foundation The Parish Council's Nominative Trustee, Kathryn Kingston's tenure expires on 18/07/2023. Katie has held the post for many years and is a good, assiduous and caring member of the Board and Cllr Coates proposed she be re-appointed. This was agreed.
3. 3.1. 3.1.1. 3.1.2.	<p>General Power of Competence</p> <p>The Council declared General Power of Competence on 1 February 2022. This must be reviewed at the next relevant Parish Council Meeting, being this meeting.</p> <p>The Parish Council considered the criteria for eligibility to declare General Power of Competence.</p> <p>The following resolution was approved unanimously [Proposer: Cllr Kirkwood / Seconder: :Cllr Elsy] <i>“Leek Wootton & Guy’s Cliffe Parish Council resolves that, from 23 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence”</i> Leek Wootton & Guy’s Cliffe Parish Council now has General Power of Competence.</p>
4. 4.1.	<p>Assets</p> <p>Review of inventory of land and other assets including buildings and office equipment The Council's asset register is attached and was approved by all. Cllr Kirkwood asked whether small plots of land may need to be added, if the</p>

Initial: _____

	Parish Council agrees to maintain. A brief discussion followed.
5. 5.1.	Insurance Confirmation of arrangements for insurance cover in respect of all insurable risks Insurance policy is due for renewal on 1 June 2023. The PC entered into a 3-year long-term undertaking with BHIB and will re-insure with them until 31 May 2024. Cllr Kirkwood asked whether any amendments have been made to the terms and conditions. It was agreed to continue.
6. 6.1.	Subscriptions Review of the Council's and/or staff subscriptions to other bodies Subscriptions in 2022/23 are: <ul style="list-style-type: none"> • Warwickshire & West Midlands Association of Local Authorities (All) • Society of Local Council Clerks' (<i>The Clerk</i> magazine only) • Parish Online (Mapping available to all Councillors) ACTION: Cllr Elsy was not aware of Parish Online. Clerk to send Login reminder to Cllr Elsy
7. 7.1.	S.137 Expenditure Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence. No expenditure under Section 137 is expected in 2023/24
8. 8.1.	Future Meetings Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. A list of meetings in 2023/24 is attached The Clerk mooted the idea of regularly making the March or April meeting the Annual Parish Assembly, but setting this in the regular schedule of meetings may affect the 'stand-alone' nature of the meeting that the Council has been trying to establish. The date of the APA will be considered at a later date.
9. 9.1.	Close Meeting The Annual Parish Council Meeting will be followed immediately by an ordinary Parish Council Meeting

Signed:

Date:

Initial: _____

Leek Wootton Guy's Cliffe Parish Council

Asset Register

Description	Identification	Date Acquired	Value at Acquisition (i.e. purchase price, ex VAT)	Custodian (if applicable)	Life of Asset (Years)	End of Life (Date)	Depre- ciation %	Disposal		Insured	Comments
	i.e. where located							Date	Value		
<small>Metal/Steel items 50 years Wooden items 20/30 years depending on thickness/use Concrete 45 years Plastic 30 years Playground spares (eg swing seats) varies but average 15 years</small>											
Community Assets											
Community Assets are those that a council intends to hold in perpetuity, that have no determinable, useful life, and that may have restrictions on their disposal. Examples are playing fields, parks, Village Greens and should be valued at a £1.00											
Playground	Land east of Quarry Close	Jan-1988	£ 500		Perpetual	N/A					Deeds stored at Village Hall
Assets in Community											
PLAYGROUND EQUIPMENT											
Bench (steel & plastic)	Playground	Jan-2002	£ 438		30	Dec-2031	3%				Inspected annually
Bench (steel & plastic)	Playground	Jan-2002	£ 438		30	Dec-2031	3%				Inspected annually
Bin (Hooded)(1017)	Playground	Apr-2016	£ 79		30	Mar-2046	3%				Inspected annually
Bins (fence-mounted)(1016)	Playground	N/K			30		3%				Inspected annually
Bins (fence-mounted)(1018)	Playground	N/K			30		3%				Inspected annually
Junior Unit	Playground	Apr-2015	£ 9,765		15	Mar-2030	7%				Inspected annually
Kick Wall / Goal / Basketball	Recreation Ground	Apr-2005	£ 6,000		50	Mar-2055	2%				Inspected annually
Kompan Daisy Springer	Playground	Nov-2001			50	Oct-2051	2%				Inspected annually
Kompan Spica	Playground	Nov-2001	£ 1,600		50	Oct-2051	2%				Inspected annually
Kompan Supernova	Playground	Apr-2015	£ 4,300		15	Mar-2030	7%				Inspected annually
Little Tikes Glider	Playground	Apr-2015	£ 6,960		15	Mar-2030	7%				Inspected annually
Ludus cantilever swing	Playground	Apr-2015	£ 6,544		15	Mar-2030	7%				Inspected annually
Matta tiling surfacing*	Playground	Apr-2005	£ 2,500		15	Mar-2020	7%				Inspected annually
Matta tiling surfacing*	Playground	Nov-2005	£ 2,500		15	Oct-2020	7%				Inspected annually
Swing cradle	Playground	Dec-2020	£ 175		15	Nov-2035	7%				Inspected annually
Swing cradle	Playground	Nov-2019	£ 156		15	Oct-2034	7%				Inspected annually
Swing frame	Playground	N/K			50		2%				Inspected annually
Swing seat	Playground	N/K			15		7%				Inspected annually
Swing seat	Playground	N/K			15		7%				Inspected annually
Toddler unit	Playground	Apr-2015	£ 6,155		30	Mar-2045	3%				Inspected annually
Trampoline	Playground	Nov-2020	£ 5,250		15	Oct-2035	7%				Inspected annually
			£ 52,860								
GATES & FENCES											
Playground fencing	Playground	Jan-1988			30	Dec-2017	3%				Section replaced 2017 Section repaired 2021
Fencing memorial area	Recreation Ground	Mar-2006	£ 580		30	Feb-2036	3%				
Playground gates (2)	Playground	Jan-2012	£ 800		50	Dec-2061	2%				
			£ 1,380								

Initial: _____

Leek Wootton Guy's Cliffe Parish Council

Asset Register

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	i.e. where located							Date	Value		
Metal/Steel items 50 years Wooden items 20/30 years depending on thickness/use Concrete 45 years Plastic 30 years Playground spares (eg swing seats) varies but average 15 years											
STREET FURNITURE											
Bus shelter (southbound)	Warwick Road	Jan-1977	N/K		30	Dec-2006	3%				Approx date - relocated Roof repaired 2020
Playground Signs	Playground / Recreation Ground	Jan-1988	£ 100		30	Dec-2017	3%				
Bus shelter (northbound)	Warwick Road	Nov-2004	£ 2,500		30	Oct-2034	3%				
Bench	Recreation Ground	Jun-2005	£ 547		50	May-2055	2%				Glasdon
Bench (Jackson)	Warwick Road	Jan-2013	£ -		30	Dec-2042	3%				Donated (by family)
Playground Signs	Playground / Recreation Ground	Jul-2015	£ 95		30	Jun-2045	3%				
Playground Sign (Do Not Climb)	Playground / Recreation Ground	Nov-2016	£ 35		30	Oct-2046	3%				Signs Express
Village Hall Sign	Warwick Road Layby	Nov-2016	£ 40		30	Oct-2046	3%				Signs Express
Litter & Dog Waste Bin (0525)	Warwick Road S/B Bus Stop	Jun-2017	£ 220		30	May-2047	3%				Wybone bin 1019 relocated from recreation ground
Litter & Dog Waste Bin (0524)	Hill Wootton Road	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0526)	Outside School	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0528)	Church Lane	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0529)	Recreation Ground Car Park	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0531)	WI Garden	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0532)	Woodcote Lane	Jun-2017	£ 220		50	May-2067	2%				Wybone
Litter & Dog Waste Bin (0530)	Warwick Road N/B Bus Stop	Aug-2018	£ 387		50	Jul-2068	2%				Wybone
Litter & Dog Waste Bin (1019)	Recreation Ground	Aug-2018	£ 262		50	Jul-2068	2%				Wybone
Grit Bin	Croft Road	Sep-2018	£ 148		30	Sep-2048	3%				Glasdon
Noticeboard	Warwick Road	Dec-2019	£ 1,131		30	Nov-2049	3%				Green Barnes
Noticeboard	Hill Wootton	Dec-2019	£ 777		30	Nov-2049	3%				Green Barnes
Commemorative Plaque	Recreation Ground	Sep-2022	£ 145		30	Aug-2052	3%				Royal British Legion Industries
Tree Guard	Recreation Ground	Feb-2023	£ 155		30	Jan-2053	3%				Designer Metal (Suffolk) Limited
Grit Bins	Various	N/K			30	N/K	3%				
			£ 7,708								
Business Assets											
OFFICE ASSETS											
Printer (A4)	Clerk's Office	Feb-2016	£ 54	Clerk	10	Jan-2026	10%				CostCo
Printer (A3)	Clerk's Office	Apr-2018	£ 80	Clerk	10	Mar-2028	10%				Viking
Laptop Computer & Office Equipment	Clerk's Office	Feb-2019	£ 880	Clerk	5	Jan-2024	20%				Various suppliers Harddrive replaced 2021
			£ 1,014								
TOTAL FIXED ASSETS			£ 63,462								

Initial: _____



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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Initial: _____



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Tuesday, 23 May 2023 at Leek Wootton Village Hall

Present: Councillors Coates (Chair), Allison, Elsy, Kirkwood, D/Cllr Redford, C/Cllr Redford, 2x members of Leek Wootton Focus Group and the Clerk

1.	Declarations of Interest None
2.	Public Participation Two members of Leek Wootton Focus Group [LWFG] were present to discuss the Appeal to the Planning Inspectorate on Application Ref. W/22/1877 (APP/T3725/W/23/3319752). The Parish Council and LWFG held a joint Community Meeting on Sunday, 21 May 2023 at All Saints' Church. It was considered a successful meeting, where LWFG and the Councillors answered questions from the public about what they had been doing and what the plans are for the future. LWFG and the Council are going forward to apply for Rule 6 Status together. Both the Council and LWFG have written to the Planning Inspectorate to request an extension of the schedule, but this has been refused. Both have also written to Sir Jeremy Wright MP for support. Rule 6 Participation – A statement of case needs to be compiled. Cllr Kirkwood explained that the Planning Inspectorate requires parties with similar views to cooperate, hence working with LWFG. However, there is no indication from WDC Planning what its approach will be and therefore whether their approach aligns with LWFG and the Council. LWFG/LW&GC PC has to prepare its statement of case as an independent approach. Cllr Kirkwood explained the extremely tight timetable and its effect on all parties, including WDC. WDC Planning proposes bringing the full planning application and outline to the June Planning Committee. This is an aggressive timeline and it may not be until July, which is at the same time as the Planning Appeal. Statement of Case must go to Planning Inspectorate by beginning of June. WCC Highways has refused a meeting with the Parish Council on grounds that, as an objector they have to remain impartial. This would therefore imply that they should not be having meetings with CALA. The Council understands WDC Development Manager is taking over the ecological aspects of the case. WDC Planning Officers have admitted to 'taking their eye off the ball' and also not seeing the appeal coming and being surprised by it. Parish Councillors now have a regular Friday meeting with WDC Development Manager. A lengthy discussion followed about the issues surrounding this case and communications (or lack thereof) of all parties with Planning Officers. D/Cllr Redford offered to speak to Planning Officers to find out more about this case. LWFG asked whether WDC is being 'outgunned' by an aggressive developer, or are they trying to make things work for the applicant? D/Cllr Redford did not know. LWFG is of the opinion that both the outline and full planning applications are non-compliant with DS22 but are concerned that WDC will fear costs and back down. All parties would like to have further meetings and discussions with planners.

Initial: RC

C/Cllr Redford recommended cataloguing questions that WDC's Officers have refused to answer and present them to Sir Jeremy Wright. Cllr Elsy also recommends setting out these issues within the Statement of Case, so that the Planning Inspector can see the situation and where the fault lies.

ACTION: Cllr Kirkwood to compile a list of questions to ask the Chief Executive of WDC and send to D/Cllr Redford

It was agreed to set up a CALA Appeal Committee [Proposer: Cllr Coates / Secunder: Cllr Allison]. This committee will be advisory and include Cllrs Coates, Kirkwood and Harry Wilson and Mark Cooper of LWFG.

ACTION: CALA Appeal Committee to meet at Leek Wootton Sports Club at 7:30pm on Thursday, 25/05/2023

- LWFG left the meeting -

3.	<p>Minutes</p> <p>3.1. The minutes of the parish council meeting held on Tuesday, 4 April 2023 were approved (1: Cllr Kirkwood / 2: Cllr Allison) and signed.</p> <p>3.2. Matters arising not on agenda: None</p>
4.	<p>Development at Woodcote (Police HQ)</p> <p>The Chairman led a discussion about the Council's financial contribution towards the Appeal. The Clerk pointed out that the Council's money is public money and the Council does not have a mandate to spend money on one issue. It may be possible for the Council to pay for the advocate to prepare the statement of case, rather than contribute towards the appeal, or they may be able to apply for a Community Grant Fund grant.</p> <p>ACTION: Clerk to ask WALC for advice [UPDATE 24/05/2023: If LWFG is not a constituted group the Council cannot financially contribute public funds]</p>
5.	<p>Leek Wootton War Memorial Recreation Ground Car Park</p> <p>The project is nearly ready to go. The pre-commencement conditions require signatures of Climate Change group representatives. Two have done so, but waiting for the last signature who is away on half term holiday, but has verbally agreed. Sent required reports today and will be ready to begin on 19 June.</p> <p>Cllr Kirkwood raised issue of the draft lease of the car park, which includes a general catch-all that can make the Council responsible for anything. This is getting too complicated. Either needs to be simplified or leave the liability with the Trustees. A discussion followed.</p> <p>ACTION: Cllr Kirkwood to send the DRAFT lease to Cllr Elsy to have a look</p> <p>ACTION: The Chairman to ask the Trustees' legal representative to hold for the time being</p>
6.	<p>Landscaping on corner of The Hamlet/The Meadows</p> <p>6.1. A discussion about whether to adopt a policy to maintain designated 'orphaned' plots of land in the Parish took place. It was agreed that the Council will take on the responsibility for maintenance. This will require future budgeting.</p> <p>The environment group may be interested in being involved.</p> <p>It was agreed to take on such areas and include in the budget from 2024/25.</p> <p>6.2. Works on the corner of The Hamlet/The Meadows</p> <p>The quotation for spraying, clearing and re-seeding was agreed unanimously. Approx £460.</p>

Initial: RC

7.	<p>Progress Reports for information</p>
7.1.	<p>The Playground (Cllr Coates) Nothing to report</p>
7.2.	<p>LW&GC Environment Group (Cllr Maisey) Nothing to report</p>
7.3.	<p>Leek Wootton War Memorial Recreation Ground (Cllr Coates) Nothing to report</p>
7.4.	<p>Leek Wootton Village Hall (Cllr Eldridge) A newsletter has been circulated about the storage issues at the hall again. Another about the car park has also been circulated.</p>
7.5.	<p>Leek Wootton Sports Club (Cllr Allison) New constitution was adopted with new committees, etc</p>
	<p style="text-align: center;">ACTION: Cllr Allison to circulate information</p>
	<p>Cllr Kirkwood mentioned that the outcome of the access road questions, which has been reported back to the Secretary of LWSC. Responsibility appears to be shared by the owners of the garages, so mainly Waller Close residents.</p>
7.6.	<p>Other</p>
7.6.1.	<p>Parish Walkabout Deferred to June meeting</p>
7.7.	<p>Community Engagement</p>
7.7.1.	
7.7.2.	<p>10 June 2023: LW&GC Parish Summer Fête</p>
	<p>Cllr Allison reminded all about the Children’s Landscape Artist of the Year event on Sunday, 28 May 2023</p>
7.8.	<p>Community Maintenance:</p>
	<p>WCC Highways (Cllr Kirkwood)</p>
	<ul style="list-style-type: none"> • Defer to June meeting. <ul style="list-style-type: none"> ○ County Highways has agreed to look into issues in Hill Wootton
	<p style="text-align: center;">ACTION: Cllr Elsy to send any correspondence to Cllr Kirkwood</p>
	<ul style="list-style-type: none"> • Sewage in vicinity of the school – passed onto Area Manager, Severn Trent Grounds Maintenance Contract
	<ul style="list-style-type: none"> • Clerk has requested cutting back on the Tink-a-Tank, which should take place in 2 June
	<p>Other (Clerk)</p>
	<ul style="list-style-type: none"> • Clerk raised issued with temporary road closure signs at top of Hill Wootton Road and received a response.
8.	<p>County and District Councillors’ reports</p>
8.1.	<p>Warwickshire County Council</p>
	<ul style="list-style-type: none"> • Bus cap extended further (£2) • Carers Week details., I have forwarded the briefing note to you. • Armed Forces Week commencing 19 June/24 June. WDC event in St Nicholas Park, Warwick, Saturday, 24 June. • Plea to residents; please ensure pot holes are reported immediately discovered to Highways
	<p>C/Cllr Wallace is no longer a portfolio holder</p>
8.2.	<p>Warwick District Council</p>

Initial: RC

A brief discussion about the make-up of the District Council took place

9. Planning

9.1. To note planning decisions made:

- 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 APPLICANT**
- 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 – **No objection (Sent: 12/04/2023) – GRANTED**

9.2. 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/23/0287 & 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 together with all ancillary works. AND 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 – **Support (Sent: 13/04/2023)**
- W/23/0320 - Willow Tree Cottage, Woodloes Lane, Guys Cliffe, Warwick, CV35 7RE - Erection of a two storey rear extension – **No objection (Sent: 12/04/2023)**
- 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

Initial: RC

	<p>to the masonry envelope of the building including repointing and stone repairs. – Support – (Sent: 12/04/2023) W/23/0523 – Cherry Apple Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7RB – Erection of 1no. Four Bedroom Dwelling House and Associated External Works. – OBJECTION (Sent: 16/05/2023)</p>
9.3.	<p>To consider new planning applications: 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)</p>
9.4.	<p>Any other planning related issues.</p>
10.	<p>Finance</p>
10.1.	<p>Annual Audit 2022/23 The Certificate of Exemption was approved and signed</p>
10.2.	<p>The Financial Report for month to 23 May was circulated to all Councillors</p>
10.3.	<p>Payments for approval were deferred to the June meeting A further discussion took place about the Council's support for the CALA Appeal Fund. It was agreed to endeavour to put together a flyer in <i>The Link</i> to update the community on the new cooperation between LWFG and the Parish Council, as the letter in the magazine does not include this information and sought clarifies that the appeal is not for money towards the Parish Council, which is still the case, but with the two organisations working together this requires further clarification. ACTION: Clerk to draft a flyer as soon as possible and ask YouTree to print and include in the Link delivery round Cllr Kirkwood asked the Clerk to publish the Council's letters to the Planning Inspectorate and Sir Jeremy Wright, together with their responses, on the website. ACTION: Clerk to publish letters on the website</p>
11.	<p>Parish Council Administration</p>
11.1.	<p>Recruitment – deferred to June meeting</p>
11.2.	<p>Communications – deferred to June meeting</p>
11.3.	<p>Training (see: www.walc.org.uk) To consider any training requirements for Councillors – deferred to June meeting</p>
12.	<p>Correspondence for information</p>
12.1.	<p>Deferred to June meeting</p>
13.	<p>Councillors' Reports and items for future agenda Deferred to June meeting</p>
14.	<p>Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 6 June 2023 at Leek Wootton Village Hall.</p>

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: R Coates (Chair)

Date: 06/06/2023

Initial: RC