



Leek Wootton & Guy's Cliffe Parish Council

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

Present: Councillors Coates (Chairman), Allison, Eldridge, Elsy, Kirkwood, Kingston, 2 members of the public and the Clerk

1.	<p>Apologies for absence</p> <p>D/Cllr Redford, C/Cllr Redford</p>
2.	<p>Declarations of Interest</p> <p>None</p>
3.	<p>Public Participation</p> <p>Member of public [representative of the applicants for W/23/0841 & W/23/0842 LB - Woodloes Farm, Woodloes Lane, Guys Cliffe, Warwick, CV35 7RE] circulated copies of brochures and gave a brief presentation about the application and answered questions. (See also Item 10.3)</p> <p>The Chair asked for an explanation of the biodiversity plan for the site.</p> <p>Timescale – would like to start immediately because of deterioration of the listed buildings and to mitigate urgent issues relating to the poor maintenance to-date.</p> <p>Discussed plans for the access road/public footpath and liaison with adjacent landowners and WCC Highways. Also discussed communications with neighbours.</p> <p style="text-align: center;">- 1 Member of Public left the meeting -</p>
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 6 June 2023 were approved (1: Cllr Allison / 2: Cllr Kirkwood) and signed.</p> <p>4.2. Matters arising not on agenda:</p> <p>None</p>
5.	<p>Development at Woodcote (Police HQ)</p> <p>WDC Planning Committee refused the outline planning application (20/06/2023) – decision to inform WDC stance in Appeal process.</p> <p>The Council and LW Focus Group requested no delay in the appeal procedure, but CALA requested delay until October. Inspector was favourable to delay. Change to timetable.</p> <p>CALA is working on a new plan, which will then go for a new consultation. The Chair asked whether this would be a new application, but Cllr Kirkwood understands this will show amended traffic design, within the same application, which will be considered by the Planning Inspector.</p> <p>As rule 6 participant, along with LW Focus Group, the Council needs to get together with CALA and WDC Planners and agree points of agreement and disagreement. Have written to Planners requesting meetings, but received no response. Councillors to take this issue to WDC Development Manager at the next Friday update meeting. Also need to contact the District Councillors.</p> <p>A discussion followed about the heritage issue that has been raised in the WDC objection to the application.</p>
6.	<p>Leek Wootton War Memorial Recreation Ground Car Park</p> <p>The contractor has experienced problems securing Heras fencing, causing a delay, but he says he will have it done in 4 weeks from the start date.</p>

Initial: RC

	<p>A document granting authority from the Trustees to give the Parish Council rights to conduct the works on the recreation ground has been prepared. The document was approved (Proposed: Cllr Eldridge / Seconder: Cllr Kingston and all agreed). The document has been signed for the Council by Cllrs Eldridge and Kirkwood, witnessed by the Clerk.</p> <p>Ongoing actions on this matter are:</p> <ol style="list-style-type: none"> 1. Monitor Trustees progress with amending arrangements with other Lessees (Cllr Coates) 2. Formalise in writing with Village Hall and Sports Club for ongoing maintenance funds. Clerk confirmed that this would be the existing No.2 A/C account (currently holding construction funds). Clerk confirmed letters of agreement received from Trustees and Village Hall 3. Separate simple agreement to be arranged between parties regarding the Biodiversity Gain Plan, the responsibility for which probably best lies with the Trustees, because it is 'in perpetuity' <p>Cllr Coates confirmed that the Trustees have written to the Sports Club about making a contribution towards to the car park works.</p> <p>The Parish Council's contribution for next year needs to be considered within the 2024/25 budget.</p>
7.	<p>Maintenance of Unadopted/Abandoned Land Policy ('Orphaned' Plots)</p> <p>A resident has raised the issue of a pathway with Cllr Coates, which no-one claims responsibility for. Same resident spoke to Cllr Kirkwood about this and the steps on Woodcote Lane. Also noted that the hedge requires maintenance.</p> <p>ACTION: Clerk to write to WDC Contract Services about clearing bramble and maintenance of hedge a footpaths. Clerk also to investigate ownership with WDC</p> <p>Resident also reported falling on the steps on Woodcote Lane. Cllr Kirkwood believes they may have reported the incident to the wrong authority. Clerk to chase up repairs, which the Council has been trying to get done for some time.</p> <p>ACTION: Clerk to write to WDC contact who inspected the steps before and notify them of the fall.</p> <p>A discussion followed about other plots to be investigated.</p> <p>Overgrown footpath on Warwick Road (between The Elms and Severn Trent pumping station) and Woodcote Lane are affecting the pavement and therefore WCC Highways responsibility.</p> <p>Clerk has created a layer on Parish Online mapping orphaned plots and recording notes against areas that are a problem.</p> <p>ACTION: Clerk to write to Coventry Diocesan Multi Academy Trust regarding maintenance of the 'hedgerow' outside the school</p>
8.	<p>Progress Reports for information</p> <p>8.1. The Playground (Cllr Coates) Nothing to report</p> <p>8.2. Community Speed Watch (Cllr Kingston) Nothing to report</p> <p>8.3. LW&GC Environment Group (Cllr Elsy) Nothing to report</p> <p>Members are keen to engage with the Biodiversity Gain Plan and other opportunities in the parish.</p> <p>Cllr Allison passed on a request for a tape measure. Advised to pass on the receipt and the Clerk will refund as expenses against the Environment Group cost heading.</p>

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	<p>The Chair reported on meeting with The Warwickshire Golf & Country Club meeting with the Environment Group that he facilitated. Initially the golf club was against the idea, but by the end of the meeting was keen on the idea of an experimental strip of wild flowers at the top of the hill. The Environmental Group and golf club will continue to liaise.</p>
8.4.	<p>Leek Wootton War Memorial Recreation Ground (Cllr Coates) Nothing further to report.</p>
8.5.	<p>Leek Wootton Village Hall (Cllr Kirkwood) Nothing to report. Meeting on 19/07/2023. ACTION: Cllr Eldridge to write to the Village Hall Committee to advise of change of representative. Cllr Allison has a meeting scheduled with LWVH Chair to discuss Community Live! and other events.</p>
8.6.	<p>Leek Wootton Sports Club (Cllr Allison) Good football and well-attended events. New outdoor furniture arriving this week. A full calendar of events lined up for Summer and are exploring more for Autumn & Winter. Bar & Finance and Social & Events sub-committees have been set up. Seeking volunteers for the Maintenance sub-committee. Junior Football awards day was very successful. Cricket Team is progressing well. Junior Cricket doing well with 70-80 kids playing every Friday. 6 a-side tournament on Sunday. Friday evenings the fitness sessions are continuing with community members (6-10 people). Cricketers would like to discuss planning/scheduling for the Summer Fête.</p>
8.7.	<p>WRW Safer Neighbourhoods Team Email received 25/06/2023 and circulated to all Councillors inviting a max of 2 Councillors to attend a SNT meeting. Cllr Allison and Coates volunteered. <i>[UPDATE 12/07/2023: Cllrs Allison and Coates were unable to attend. Cllr Eldridge attended]</i></p>
8.8.	<p>Other</p>
8.8.1.	<p>Parish Walk-about: Gaveston Monument This walk-about cancelled because the landowners of the farmland did not give permission. Disappointing that this historical site and listed monument is outside of public access. Future walks to be planned in the Autumn.</p>
8.9.	<p>Community Engagement</p>
8.9.1.	<p>10/06/2023: LW&GC Parish Summer Fête The Chair thanked Cllrs Allison, Kingston and the Clerk. Dog events were cancelled due to excessive heat on the day. Good event. Landscape Artist of the Year event also went well.</p>
8.9.2.	<p>09/09/2023: Community Live Organisation by email. Clerk confirmed available budget. ACTION: Cllr Allison to coordinate organisation via email ACTION: Cllr Kirkwood will not be available. Collection of gazebo to be arranged before 04/09/2023</p>
8.10.	<p>Community Maintenance:</p> <ul style="list-style-type: none"> • WCC Highways (Cllr Kirkwood) No updates Cllr Elsy has sent photographs of the flooding in Hill Wootton to WCC

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	<p>Highways and several residents also emailed him. A meeting was held and works now scheduled for October</p> <p>Cllr Coates noted the bump in the road outside Greenacres on entrance to Hill Wootton. This was a Severn Trent repair and WCC Highways has written to ask that it be removed</p> <ul style="list-style-type: none"> • Grounds Maintenance Contract Nothing to report • Other (Clerk) Nothing to report
9.	County and District Councillors' reports
9.1.	Warwickshire County Council None present
9.2.	Warwick District Council None present
10.	Planning
10.1.	To note planning decisions made: <ul style="list-style-type: none"> • None
10.2.	A report on the progress of current planning applications: <ul style="list-style-type: none"> • 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/22/1877 - 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) – Decision to be made at Planning Inquiry, but WDC 'would have refused' 20/06/2023 • 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/23/0522 – River Avon Viaduct North of, Old Milverton Lane, Old Milverton, Leamington Spa - Prior Approval under Part 18, Class A 1 of Schedule 2 (Miscellaneous development - development under local or private Acts or Order) of the Town and County Planning (General Permitted Development) Order 2015 for proposed infilling of bridge arch of River Avon viaduct – Neutral, but expressing concern about ecological damage to flood meadow by temporary compound, also traffic issues (Sent: 16/06/2023). No response received to questions raised about mitigating impact and restoring flood meadow. Cllr Elsy reported that the works have already taken place, before planning permission granted, with a larger area than detailed. He understands that the landowner has written to complain.

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<p>10.3.</p>	<ul style="list-style-type: none"> • 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) • W/23/0746/LB – Guy’s Cliffe House, Coventry Road, Guys Cliffe, Warwick, CV34 5YD - Repair of boundary wall within Grade II Listed Landscape further to vehicle impact – SUPPORT (Sent: 15/06/2023) <p>To consider new planning applications:</p> <ul style="list-style-type: none"> • W/23/0831 - 6 Waller Close, Leek Wootton, Warwick, CV35 7QG - Erection of front porch and single storey rear extension. (Comment Due: 13/07/2023) – No objection • W/23/0833 - 1 Woodbine Cottages, Wedgnock, Warwick, CV35 7PX - Erection of single storey side and rear extension, and change of roof on first floor rear extension. (Comment Due: 17/07/2023) – No objection • W/23/0841 & W/23/0842 LB - Woodloes Farm, Woodloes Lane, Guys Cliffe, Warwick, CV35 7RE - Demolition of existing timber sunroom side extension, lean-to, outbuilding and garage. Proposed internal and external works, repairs, alteration and all associated works to Grade II* Woodloes Farmhouse including the erection of a rear extension, garage, gates and wall. Internal and external works of alteration, extension and conversion of Grade II listed/curtilage listed barns to 4 dwellings, along with the demolition of some modern agricultural structures and all other associated works and landscaping. (Comment Due: 14/07/2023) – Discussed the improvement potential of the project – Agreed to SUPPORT restoration and repurposing of this site (Sent: 13/07/2023) • W/23/0854 - Chesford Grange Hotel, Ashow Road, Chesford, Kenilworth, CV8 2LD - Installation of Combined Heat and Power container unit sat on concrete slab with underground pipe connection to main building. (Comment Due: 11/07/2023) – No objection • W/23/0642 - 11 The Hayes, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Retrospective Application for the replacement of a balcony handrail/ balustrade. (Comment Due: 21/07/2023) – Understand the other flat owner wishes to do the same, which will match – No objection <p>10.4.</p> <p>Any other planning related issues.</p> <ul style="list-style-type: none"> • W/23/0658 – Cherry Apple Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Application for a Lawful Development Certificate for the proposed erection of a single storey rear extension, installation of rooflights, minor rear elevation alterations, and loft conversion, as shown on drawings no. 22.016-04h, and 22.016-02g, received on 22/06/2023, with the materials used in any exterior work to be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse. Noted on Planning Portal - Parish Councils are not asked to comment on Applications for a Lawful Development Certificate, so not circulated to all Councillors. Cllr Eldridge made comment, reiterating the objection to the original application due to the neighbour’s access issues. No response received.
<p>11.</p> <p>11.1.</p> <p>11.2.</p> <p>11.3.</p> <p>11.3.1.</p>	<p>Finance</p> <p>The Financial Report for the month to 7 July 2023 was approved.</p> <p>Payments to be made as listed on Financial Report were approved.</p> <p>Annual Audit 2022/23</p> <p>To approve and sign the Annual Governance Statement 2022/23</p> <p>The Annual Governance Statement 2022/23 was approved and signed by the Chair and Clerk.</p>

Initial: RC

11.3.2.	To approve and sign the Accounting Statements for 2022/23 The Accounting Statements for 2022/23 were approved and signed. The Period for exercise of public rights has been advertised and runs until Friday 11 August 2023. The Clerk discussed the gift to the Auditor and agreed.
12.	Parish Council Administration
12.1.	Recruitment Member of the public present is attending to observe. Prospective Councillors who have been approached have declined.
12.2.	Communications Cllr Kirkwood asked about a community meeting that had been planned, but with delay in appeal process this will be scheduled later. ACTION: Clerk to explore dates for a Community meeting in late August
12.3.	Training (see: www.walc.org.uk) No current training required.
13.	Correspondence for information Items of correspondence were noted.
14.	Councillors' Reports and items for future agenda None
15.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 5 September 2023 at Leek Wootton Village Hall.
16.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
16.1.	Personnel issues.
16.2.	Legal issues.

Signed: R Coates (Chair)Date: 05/09/2023Initial: RC