



Leek Wootton & Guy's Cliffe Parish Council

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

Present: Councillors Coates (Chairman), Allison, Eldridge, Kingston, Kirkwood, D/Cllrs Payne, Redford, C/Cllr Redford, 1 member of the public and the Clerk

1.	Apologies for absence Cllr Elsy [Approved reason: Holiday]
2.	Declarations of Interest None
3.	Public Participation A representative of Leek Wootton Focus Group/Co-Rule 6 Party gave a report about the Planning Appeal/Public Inquiry (Ref. APP/T3725/W/23/3319752). Statements of Case have been submitted and Proofs of Evidence are due for submission on Friday, 06/10/2023. Witnesses have been identified. Drew attention to a new drawing published by CALA on 28/09/2023 (24 hours before the Case Management Conference [CMC] meeting with the Inspector) showing T34 being preserved. As this has been produced after the Statements of Case submissions, trees may now be discussed. W/23/1115 is to go before WDC Planning Committee on 11/10/2023. Cllr Coates will speak on behalf of the Parish Council. With regard to highways, LWFG has studied routes in Woodcote Lane and Drive, surveying it from the pedestrian point of view and raised a number of issues including lack of pavements and entrapment where pavements narrow and run out, and identifying errors in the pedestrian report submitted. Item 5 was moved to this part of the meeting. Cllr Kirkwood reported on the CMC meeting (29/09/2023), reporting that WDC Officers do not intend to put forward any technical witnesses. It is understood that D/Cllr Lowell Williams has been nominated to speak on behalf of the WDC Planning Committee at the Inquiry. The Rule 6 participants have not been included in any Section 106 discussions to-date. Cllr Kirkwood confirmed that all parties had agreed at the CMC that the application would cause heritage damage. The argument is therefore whether the housing need outweighs the heritage damage that will be caused and at present CALA and the WDC Officers' recommendations state that it does, while the Committee and Rule 6 parties claim it does not and is contrary to a fundamental planning policy (DS22). An extensive discussion followed about the District Council officers' approach to the Inquiry and apparent differences arising between the Committee, WDC Officers and legal representatives. D/Cllr Redford and C/Cllr Redford talked about WCC Highways and its lack of objection, satisfied with S106 money being redirected to Kenilworth St John's gyratory. - The member of public left the meeting - Cllr Kirkwood continued with information from the CMC, giving information about the timetable, as set out by the Inspector. Inquiry opens on 31/10/2023. Draft Section 106s should be submitted by 17/10/2023, including CIL compliance requirements. The Rule 6 parties have not had sight of these and the Inspector was clear that Rule 6 participants should be able to contribute to the S106s.

Initial: RC

A Statement of Common Ground is yet to be made. WDC has made no comment on the Draft Statement as submitted by CALA (lodged on WDC Planning Portal on 03/04/2023). Rule 6 participants should also contribute. This document should be prepared before the inquiry.

The Inspector has requested CALA to provide witnesses on Highways and Biodiversity.

[UPDATE: At the end of this meeting it was noted that WDC meetings are no longer taking place at Leamington Town Hall, that building having been closed for refurbishment and all other meetings being relocated to Shire Hall in Warwick, including the Planning Committee meeting on 11/10/2023. The effect of this on the Public Inquiry, which is scheduled to take place at the Town Hall, is uncertain.]

ACTION: D/Cllr Redford to investigate

*UPDATE 05/10/2023: D/Cllr Redford wrote, "I have spoken to WDC this morning to check the venue for the [Public Inquiry], it seems that indeed the Town Hall will be used, [Business Manager (Development Services), WDC] is checking to confirm and will get back to me if this is not the case and a new venue has to be used. With regard to next week's planning meeting that will **definitely be at Shire Hall Warwick.**"*

4. Minutes

- 4.1. The minutes of the parish council meeting held on Tuesday, 5 September 2023 were approved (1: Cllr Allison / 2: Cllr Kingston) and signed.
- 4.2. Matters arising not on agenda:
None

5. Development at Woodcote (Police HQ)

See Item 3.

6. Leek Wootton War Memorial Recreation Ground Car Park

Satisfaction with the car park in general, but space markings for spaces is an issue. A discussion of options followed. Cllr Kirkwood recommended using a product with Ballotini in it (reflective)

ACTION: Cllrs Eldridge and Kingston to investigate reflective paints

VAT recovery – Clerk has applied to reclaim the VAT on the Castle West invoice.

- Biodiversity Scheme – Junior Football Club has paid a contribution. Waiting to hear from Sports Club, this has been forwarded to Treasurer for payment.
- Maintenance Fund – Awaiting agreement from Sports Club. Village Hall, Trustees and Parish Council agreements have been received.

ACTION: Clerk to resend agreement form

- Plaques – carry forward

7. Avonwood

Nothing to report in Cllr Elsy's absence.

Cllr Allison confirmed that members of the Parish Environment Group visited and toured the site and discussed formation of a group to manage the site.

8. Progress Reports for information

- 8.1. The Playground (Cllr Coates)
Awaiting RoSPA safety inspection.

- 8.2. Community Speed Watch (Cllr Kingston)
Cllr Kingston awaiting training in speed gun operation.
Potential other sites identified include bottom of Church Lane and Hill Wootton Road (after gas work has been completed).
Cllr Allison mentioned a resident and school parent has expressed concerns about the visibility of the school. The current signage is small and dirty. Fundraising may be

Initial: RC

possible if necessary. Cllr Kirkwood also recommended parents contacting Police regarding enforcement. C/Cllr Redford will look into increased signage during school hours.

ACTION: Clerk to write to C/Cllr Redford and ask him to investigate signage improvements

ACTION: Cllr Kirkwood to forward information received from WCC Highways stating cost of creating a 20mph zone

ACTION: Cllr Allison to asked resident to write to the PC

- 8.3. LW&GC Environment Group (Cllr Elsy)
No report in Cllr Elsy's absence.
- 8.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
Trustees to meet towards end of October.
There are ongoing discussions between the Village Hall Committee and Trustees regarding the village hall lease and its financial contribution.
- 8.5. Leek Wootton Village Hall (Cllr Kirkwood)
Nothing to report.
- 8.6. Leek Wootton Sports Club (Cllr Allison)
Third quarter saw 2,250 people visit the club. In addition to Friday fitness group, a Friday night chess club is starting up and kids also bring board games on Fridays.
- 8.7. Other
- 8.7.1. Parish Walkabout: Avonwood – carry forward
- 8.8. Community Engagement
- 8.8.1. 09/09/2023: Community Live! 2023
Following a successful event, Cllr Allison has run a survey, receiving 16 responses [see Appendix A]. Most enjoyed and a third of the respondents said they had received new members/clients from the event. A third also joined new clubs themselves. Net promoter score was 7.63 (8 is considered successful).
Most preferred it to be an annual event. Feedback was also received on the promotion/signage.
2024 is booked for 7 September, or 14th could be an option but clashes with Heritage Open Days.
It was agreed to hold Community Live! annually.
- 8.8.2. Date TBA: Parish Summer Fête
A question/suggestion was raised that the fête may be held every other year. Councillors agreed that the two events are different events. The fête is a fundraising event. Requires 'working around' established community events, being:
- May Bank Holiday Sunday: Teddybear Parachuting (Church)
 - Saturday before August Bank Holiday: Flower Show (Garden Club)
 - Beginning of September: Community Live! (LW&GC PC)
- Promotion and engagement needs to be looked at – involving community 'influencers'.
It was agreed that the sports field is too big for the current event. Cllr Allison will look into a date/venue options, but does not want to take on a key organiser role beyond this.
- ACTION: Cllr Allison to look into dates and venue options**
- 8.9. Community Maintenance:
- WCC Highways (Cllr Kirkwood)
 - Hill Wootton drainage – nothing further from Locality Officer – investigation scheduled for October.
 - Cadent currently working on Hill Wootton Road, moving into The Hamlet estate, continuing until December. Residents informed two weeks in

Initial: RC

advance, but Clerk not informed directly and no opportunity to inform those not immediately affected. Clerk has signed up to one.network website.

- Sports Club access road. Potholes have now been repaired at request of LWSC.
- Unadopted/Abandoned Land Policy ('Orphaned' Plots)
 - HM Land Registry documents for Quarry Fields – ownership states original developers. Quarry Fields adoption needs to be confirmed and discussed with Contract Services.

ACTION: C/Cllr Redford will check whether the road is adopted
 - School hedge has come into discussion again, prompted by the School asking District Council for clarification. D/Cllr Redford waiting for response from Contract Services.
 - Clerk has forwarded information about the footpath from Woodcote Lane to rear of Quarry Close to D/Cllr Redford, who will look into this.
 - Old Park Pale north of WI Community Garden. Asked whether this has now been transferred to WCC.

ACTION: C/Cllr Redford to confirm status of this land
- Grounds Maintenance Contract
Nothing to report.
- Other (Clerk)

9. County and District Councillors' reports

9.1. Warwickshire County Council

- Community Grant Fund will open at end of October for applications from any clubs, associations etc. Application forms available from Alistair Rigby.
- Fire Service warning about tablet charger being left on overnight. Similar situation with e-scooters and e-bikes.
- RAAC (Concrete 'cancer') Only one County maintained school was Oakwood Primary School, Atherstone. Issue was recognised during the holiday, so school was ready for start of new term. Myton and Aylesford are Academy schools – not responsibility of WCC.

9.2. Warwick District Council D/Cllr Redford

- Medical strikes – contingency plans are in place, circulated to Clerk

D/Cllr Payne

- Working on loneliness and isolation of the elderly. Currently working with the Vicar. A work in progress - Cllrs put forward a number of suggestions.
- Also looking into running face-to-face 'surgeries', but needs to establish a fair cycle of locations throughout the Ward.

10. Planning

10.1. To note planning decisions made:

- **FYI: PRIOR APPROVAL IS GIVEN (Letter on portal dated 22/06/2023, but not circulated)** 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)**
- **WITHDRAWN** - W/23/0970 – Woodgate House, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Erection of single storey side extension – **No objection (Sent: 08/08/2023)**

Initial: RC

- **GRANTED** - W/23/0972 LB – Saxon Mill, Coventry Road, Warwick, CV34 5YN – Repair and reconstruction of sandstone boundary wall – **No objection (Sent: 12/09/2023)**

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/22/1877 - 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 ‘Wheatcroft Amendment’ - OBJECTION (Sent: 23/08/2023) – WDC ‘would still have refused’ 12/09/2023**
- 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. – **SUPPORT (Sent: 13/07/2023)**
- W/23/1088 - Mallows, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Single storey side and front extensions, installation of roof lights – **No objection (Sent: 12/09/2023)**
- W/23/1115 - Land at Warwickshire Police HQ, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - 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 detail reserved except for the vehicular access to the site) – **Objection, as per W/22/1877 (Sent: 20/09/2023) – To be heard at Planning Committee on 11/10/2023**

10.3. To consider new planning applications:

- W/23/1181 - 24 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Erection of two storey and single storey extensions to rear of existing dwelling coupled with removal and replacement of existing porch / front canopy roof (Comment due: 10/10/2023) – **No objection**
- W/23/1303 - 14 The Hayes, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Application for the replacement of a Balcony Handrail/Balustrade (Comment due: 20/10/2023) – **No objection**

10.4. Any other planning related issues.

None

11. Finance

11.1. The Financial Report for month to 4 October 2023 and 6-month Report were noted and approved.

Cllr Kirkwood asked what will happen to the residual money in No2 A/C, having paid the invoice. The Clerk confirmed this is for repayment of the PWLB loan. Cllr Kirkwood suggested an early repayment would be looked on favourably by the PWLB, should this money not be required for line-marking alterations.

Initial: RC

11.2.	The following payments were approved: <ul style="list-style-type: none"> Clerk's expenses <p>The Finance & Risk Committee agreed to meet on 15/11/2023 at 19:30 Cllr Coates' home [UPDATE: This date was moved to 09/11/2023]. Clerk to prepare paperwork in advance of that meeting.</p>	Vch 070	£12.00
12.	Parish Council Administration		
12.1.	Parish Council Policy Review <ul style="list-style-type: none"> Grant-Making Policy Community Grant Fund Application Form Applications to LW&GC Grant Fund Carried forward		
12.2.	Recruitment The Chair suggested a blanket invitation to the whole community to a reception event to meet and greet anyone interested. ACTION: Chair and Clerk to look at dates		
12.3.	Communication Carried forward		
12.4.	Training (see: www.walc.org.uk) None Cllr Allison asked to meet with the Clerk before Budget meeting to discuss layout and procedure of budget-setting.		
13.	Correspondence for information		
13.1.	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 Wednesday, 8 November 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: Richard Coates (Chair)Date: 08/11/2023Initial: RC

Community Live 2023 Survey

3. Did you enjoy Community Live 2023?

● Yes, very much.	13
● It was OK.	3
● No, not at all.	0



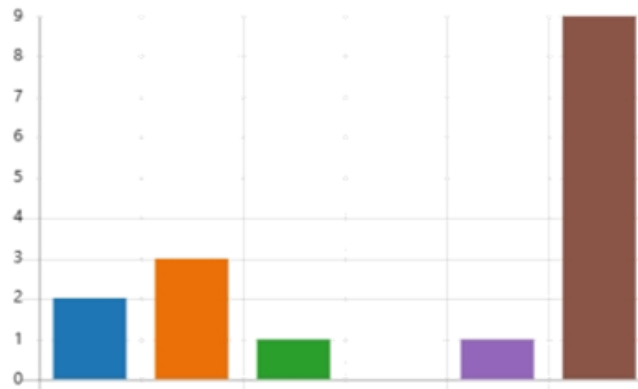
4. Did you gain new members, clients or volunteers from the event?

● Yes	7
● No	9
● Not relevant as you were not s...	0



5. If yes, how many?

● 1	2
● 2	3
● 3	1
● 4	0
● 5+	1
● Not relevant	9



6. Did you learn about or sign up to any of the other groups?



25/10/2023, 17:44

Microsoft Forms

7. On a scale of 1-10, 1 being awful and 10 being amazing, how would you rate the event?

16
Responses

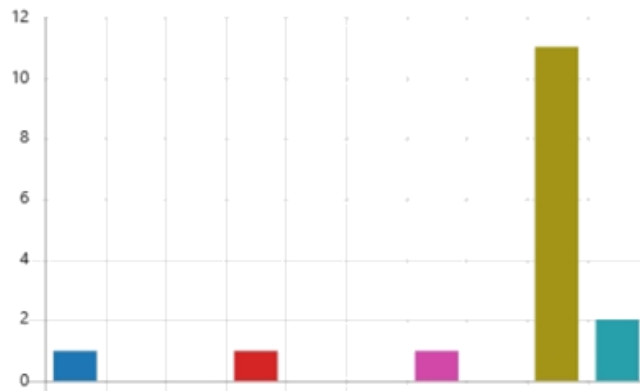
7.63
Average Number

8. Do you think Community Live would be better ... ?



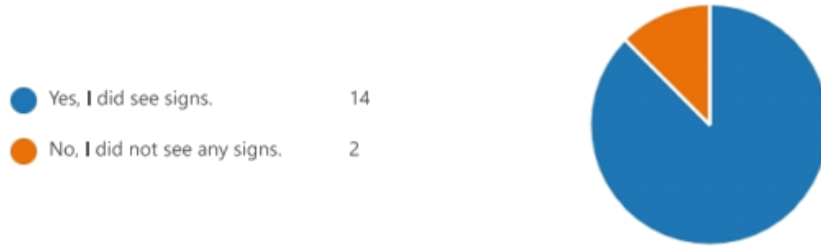
9. How did you hear about the event?

- The Link magazine 1
- the primary school emailed ne... 0
- church 0
- Facebook group 1
- WhatsApp group 0
- signage (posters, road signs, fl... 0
- a friend 1
- your club 0
- the organiser contacted you d... 11
- Other 2

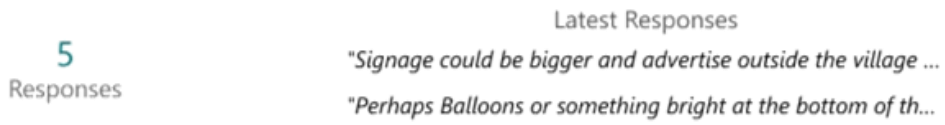


Appendix A

10. Were you aware of any signage for the event?



11. How could signage be improved?

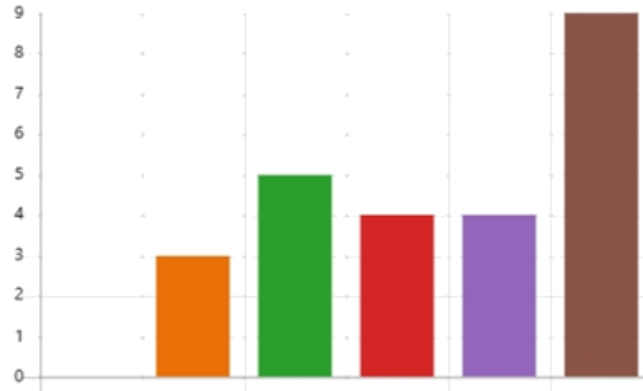


12. Would you be willing to promote next year's event to your members and contacts?



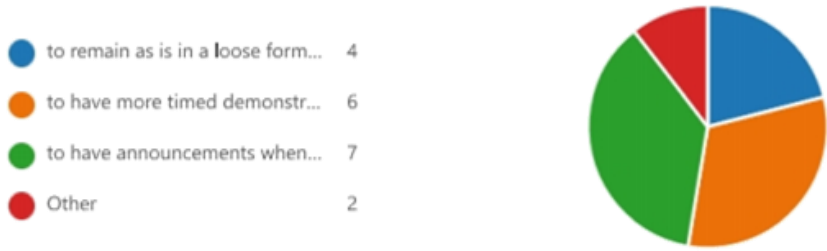
13. How could we improve the event next year?

● Better venue	0
● Better layout	3
● Better promotion	5
● Better refreshments	4
● Different date	4
● Other	9

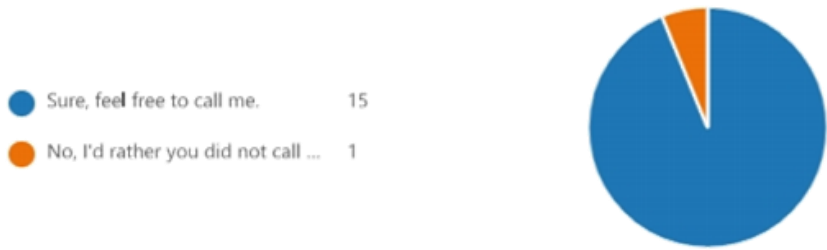


Appendix A

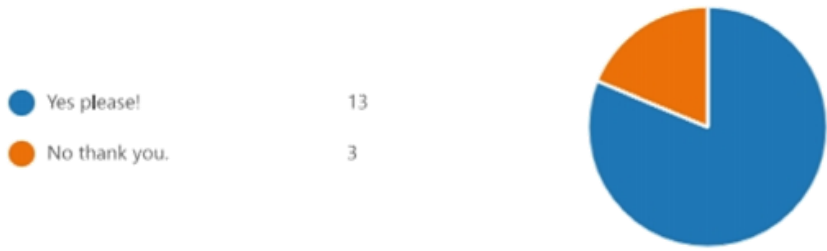
14. Would you like demonstrations or activities at the event ... ?



15. Would you mind if we gave you a follow-up call to discuss your responses?



16. Would you like to participate in Community Live 2024?



17. We have tentatively booked Saturday 7 September 2024 for the next Community Live event. Are you available that day?



18. As an alternative date, would you be available Saturday 14 September?



19. Are there any other groups you think we should get in touch with for the next event?

5
Responses

Latest Responses
"N/A"

20. Please share any other thoughts that will help us make Community Live 2024 better.

- No demos in the middle of the hall
- Need weather plan
- Better promotion
- Better refreshments
- Better layout
- More footfall from nearby towns
- Announcements when timed demos to start (most said this); Use microphone to advertise groups outside the Village hall garden; PA announcements so that it was obvious what was going on and when
- To remain as is in a loose format with a few set timings
- To have more timed demonstrations, activities or talks to watch or join in
- I think it would be good to avoid the Heritage Open Days - which will be the following weekend. Also good to avoid a clash with the Police HQ Open Day - so some communication with them would be needed.
- We need to find a way to engage with more of the families in the village and local area - I think the main way to do that is by word of mouth. By getting a few key people enthused you may have better luck. Heather Clatworthy is quite a good contact and she may be able to point the direction to other 'influencers'.
- A BBQ maybe? The club being open, bouncy castles and stalls a bit like the church fête.
- Karate, kids dance groups, kids football teams, stuff to attract more families and children
- If this event stays the same, I suspect it's a bit pointless is attending. If it grows and there are more families and children there we would happily attend again. Thank you
- Perhaps use Your call and other free magazines?
- Might be better combined with Village Fête
- The Scouts had few visitors and those inside the hall didn't receive many either as it was such a nice day.
- Everything was great and well organised
- I felt those outside the village hall and garden were a little distant and separate. A bit lost in a huge field area. Maybe a 'major' refreshment stall or ice-cream van on the field or some sort of defining (small stakes with bunting on?) of the field area near the hall so as to feel all together.
- The current date is the first Saturday of the academic year. The week later would work better for us to advertise with the girls and liaise with leaders.
- Perhaps Balloons or something bright at the bottom of the ramp where it meets the main road.
- Fun activities/games for children.
- Signage could be bigger and advertise outside the village eg Kenilworth or Warwick or surrounding villages
- The (WI) Committee felt that running the event once every two years would be appropriate, rather than annually.
- Running it earlier in the day may improve visitor numbers?

Appendix A

21. We're a small team. Would you like to be involved in the organisation of the event in some capacity, for example, contributing ideas or marketing knowledge, decorating, set up, etc?



22. If yes, in what capacity would you like to help?

5
Responses

Latest Responses