



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday, 8 November 2023 at Leek Wootton Village Hall

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

1.	Apologies for absence D/Cllr Payne and C/Cllr Redford
2.	Declarations of Interest Cllr Elsy – An application under Item 10 relates to his property
3.	Public Participation None present
4.	Minutes 4.1. The minutes of the parish council meeting held on Tuesday, 4 October 2023 were approved (1: Cllr Kingston / 2: Cllr Kirkwood) and signed. 4.2. Matters arising not on agenda: None
5.	Development of land at Woodcote (Warwickshire Police Headquarters) Cllr Kirkwood gave an update on the Inquiry. The Inquiry commenced on 31 October 2023 and has now adjourned until 04/01/2024. The reason for the adjournment is that on the first day of the Inquiry, WDC presented to the appellant a revised 5-year housing calculation, which was published on 18/10/2023. The Rule 6 Party was aware of this document, but the Appellant was not advised in advance. The costs of the Rule 6 Party funds have a £960 shortfall and Cllr Kirkwood asked the Council to agree to support the fund by paying this shortfall. This was agreed (1: Cllr Eldridge / 2: Cllr Allison, supported unanimously). The adjournment will also incur further costs due to the Rule 6 Party wishing to represent itself in response to the 5-year housing calculation. This is predicted to be in the order of £6,500. The Rule 6 Party has advised the Inspector that it intends to apply for costs for this purpose, but the Rule 6 Party may require financial support in this regard as well. The Council was asked to agree, in principle, to supporting this and it will consider this during budget-setting discussions for 2024/25. Any contribution will require further ratification as and when the actual costs are available. It was also agreed that Cllr Kirkwood would write an update for <i>The Link</i> Dec/Jan issue (see Appendix A) A discussion followed.
6.	Leek Wootton War Memorial Recreation Ground Car Park Cllr Coates reported that quotes have been sought for exterior lighting. Cllr Kirkwood clarified that the Village Hall [LWVH] would like to change bulbs to LED, which will need to be given permission by WDC, as it is within the Conservation Area. LWVH is looking into system for illuminating car park before the hall user switches on the electricity. A brief discussion followed about financing. Cllr Kingston has experimented with improving bay markings. I has been observed that more people are parking according to the new design. ACTION: Cllr Kingston to continue investigation

Initial: RC

Cllr Allison relayed a message about the overflow car parking area from the Footballers and asked whether it would be OK to investigate the mud problem and laying temporary matting. This is within the Trustees' responsibility and Cllr Coates will speak to the Trustees.

ACTION: Cllr Coates to liaise with Trustees / Football Club

Cllr Kirkwood raised leases, asking the Trustees to look into registration of land with HN Land Registry. Cllr Coates to follow up.

ACTION: Cllr Coates to liaise with Trustees / HM Land Registry

Biodiversity Scheme

Cllr Elsy confirmed that both the Scouts and Guides would like to be involved. Next stage will be trees and wild flowers. These should be ordered around this time. This will be considered within budget discussion.

ACTION: Finance Committee to discuss and confirm go-ahead for purchases

Maintenance Fund

Agreements in place. Clerk asked to invoice parties for contributions.

ACTION: Clerk to invoice Maintenance Fund partners

Plaques

Carry forward

7. **Avonwood**
Cllr Elsy keen to take this project on as a retirement project. Aim is to make it a Community Asset.
A brief discussion followed.
Item to remain on Agenda to monitor progress.

8. **Progress Reports for information**
- 8.1. The Playground (Cllr Coates)
Inspection has been received. No unexpected comments. According to 3-yearly fund in place to order playbark in 2024/25. It was agreed to order new bark in the Spring.
ACTION: Playbark to be ordered for Spring 2024
- 8.2. Community Speed Watch (Cllr Kingston)
Warwickshire Police Road Safety officer is meeting CSW tomorrow to inspect potential additional radar locations. More personnel required and an advert will be going into *The Link*.
Cllr Kirkwood raised speeds on Woodcote Lane. Cllr Kingston will add location to meeting to add as a potential radar location.
- 8.3. LW&GC Environment Group (Cllr Elsy)
A request has been received to (a) relocate the log piles and create bug hotels, and (b) have an information board installed. Clerk is seeking further information on noticeboards.
It was agreed that the log piles could be moved.
ACTION: Clerk to liaise about noticeboard requirements
- 8.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
Trustee meeting on 29/11/2023 and LWVH and other leases will be discussed.
- 8.5. Leek Wootton Village Hall (Cllr Kirkwood)
Awaiting update on lease from Trustees.
Cllr Kirkwood has attended his first LWVH Committee meeting and gave a brief report.

Initial: RC

8.6. Leek Wootton Sports Club (Cllr Allison)

A brief report included:

- The current bar contract ends on 13/11/2023. Sports Club is seeking replacement to take on the bar contract.
- Strategy day organised for Committee to decide on a fresh direction for the club concentrating on being more community focused and accessible.
- Football – new goals will allow another 9 v 9 pitch, allowing two extra junior teams to take part. Full size pitch moved to Kenilworth School.

8.7. Other

8.8. Parish Walkabout: Avonwood

Cllr Elsy will discuss with the owner and arrange via email.

ACTION: Cllr Elsy to email all Councillors with possible dates for a walk

8.8.1. Community Engagement

8.8.1.1. 15/06/2024: Parish Summer Fête

Cllr Kingston will take the lead on organising the fête. Cllr Allison to communicate that the cricketers will not need to vacate the pitch.

8.8.1.2. 07/09/2024: Community Live! 2024

Landscape Artist of the Year will take place at the same event. Marquee for this event – Cllr Allison asked whether this could be hired or whether the PC could invest in a simple large gazebo. Storage is an issue.

8.8.1.3. Community engagement

A discussion took place about the idea of an event encouraging members of the community to come along and find out about to encourage new membership.

Pre-Christmas is not going to be the right time.

Cllr Kingston suggested a Saturday morning coffee, etc., would be more appropriate than an evening.

The Clerk had already suggested creating more of a 'drop-in', giving other organisations a chance to be involved as well as people to bring issues for discussion.

Cllr Elsy pointed out that this may clash with the Annual Parish Assembly. The Clerk suggested these two ideas be amalgamated. APA must take place between 1 Mar and 1 Jun.

8.9. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - Investigation work in Hill Wootton scheduled for next week
 - Drain repaired on north abutment to Skew Bridge (Railway). Have been monitoring it and no major flooding observed
 - Severn Trent has installed a stop-cock in Hill Wootton
 - Highways monitoring Severn Trent Water [STW] works. Highways has told STW to repair the bump on entrance to Hill Wootton
 - 20mph zone outside school for delivery by Minor Works Team. Have advised that they do not envisage this work being completed for 12 months
 - Street lighting. Lamp No.1 Woodcote Lane is off and appears to be a persistent issue and this is over the Anchor junction. Clerk has advised Rural Street Lighting of 3 lights with current issues. Cllr Kingston notified the Clerk of 2 more at south end of Leek Wootton, which the Clerk will forward to the relevant department
- Unadopted/Abandoned Land Policy ('Orphaned' Plots)

- School Hedge - D/Cllr Redford has confirmed that WDC has agreed to cut and maintain the front of the hedge outside the school, following a fresh request from the School
- The Meadows – Contractor to clear site [UPDATE 09/11/2023: Site has been cleared. Clerk to contact contractor for an update]
- Hedge on East side of Warwick Road – getting thicker and obstructing the narrow pavement. Cllr Kirkwood will advise WCC Highways and ask them to cut again
- Grounds Maintenance Contract – nothing to report. Clerk to contact contractor to arrange meeting with Cllr Coates to discuss changes to the contracted areas

ACTION: Clerk to contact contractor

- Other (Clerk) – nothing to report

9. County and District Councillors' reports

9.1. Warwickshire County Council
Not present

9.2. Warwick District Council

- 06/06/2024 – D-Day Anniversary. D/Cllr Redford asked whether the Clerk received an email regarding this. Will the community be lighting a beacon? If so, please let D/Cllr Redford know as well as WALC
- 29/06/2024 – Armed Forces Day celebration will be held in St Nicholas Park
- Warm Hubs and community engagement. Does the parish have a Warm Hub? No, the parish does not have an appropriate space for this purpose. There are a number of groups in the community that combat isolation, e.g. toddler group and Young at Heart, etc. If the Parish decides to set one up, please let D/Cllr Redford know to add to the list. Cllr Eldridge suggested that some of these groups should be advertised in *The Link*
- Quarterly meeting of Police and Parish Councils to be arranged

10. Planning

10.1. To note planning decisions made:

- **GRANTED** - W/23/0970 – Woodgate House, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Erection of single storey side extension – **No objection (Sent: 08/08/2023)**
- **GRANTED** - 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)**
- **REFUSED** - 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)**

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

Initial: RC

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/23/1181 - 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 – **No objection (Sent: 11/10/2023)**

10.3. To consider new planning applications:

- W/23/1457 - Chesford Grange Hotel, Ashow Road, Chesford, Kenilworth, CV8 2LD - Application for Variation of Condition 2 (Approved Plans) of planning permission W/23/0854 (Installation of Combined Heat and Power container unit sat on concrete slab with underground pipe connection to main building and associated fencing). Amendment comprises addition of thermal store required for correct operation of approved CHP unit. **(Comment due: 09/11/2023) – NO OBJECTION**
- W/23/1540 - Hill Farm, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Erection of a single storey rear extension replacing the existing sun room and fenestration alterations. **(Comment due: 23/11/2023) – NO OBJECTION**

10.4. Any other planning related issues.

11. Finance

11.1. The Financial Report for month to 8 November 2023 was noted. The Finance Committee will meet on 09/11/2023 to discuss the budget for 2024/25.
 Cllr Kirkwood asked for clarification about the remaining balance in the car park fund (No.2 Account). The management of the loan repayments cashflow will require consideration at the Finance Committee meeting tomorrow.
 Car Park Maintenance Fund is recorded in a separate table, along with the Biodiversity project contributions. Clerk was asked to record Biodiversity Fund separately from the Maintenance Fund.

11.2. The following payments were approved:

- | | | |
|--------------------|---------|--------|
| • Clerk's expenses | Vch 080 | £12.00 |
| • Refund: Stamps | Vch 076 | £37.50 |

12. Parish Council Administration

12.1. Parish Council Policy Review (carried forward from 04/10/2023)
 The Council agreed to adopt the following amended policy documents, as circulated.

- Grant-Making Policy
- Community Grant Fund Application Form
- Applications to LW&GC Grant Fund

12.2. Recruitment – See discussion at 8.8.1.3

12.3. Communication – Nothing to report

Initial: RC

12.4.	Training – None The Clerk asked Councillors to look at the WALC Weekly Update #76 and the information about the WALC Annual Conference and AGM and reply if they wish to book a place.
13.	Correspondence for information
13.1.	The correspondence report was 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, 3 January 2023 at Leek Wootton Village Hall. Cllr Elsy offered his apologies in advance for the January meeting. The Chair asked for support with leaf clearing before Remembrance Service on Sunday, 12/11/2023. Clerk to lay wreath at Church and Cllr Eldridge to lay wreath at the memorial stone.
16.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
16.1.	Personnel issues – None
16.2.	Legal issues – None

Signed: Richard Coates (Chair)Date: 03/01/2024Initial: RC

Appendix A

For publication in *Leek Wootton Link*, Dec 2023/Jan 2024 Issue

CALA Appeal Update

The Appeal by CALA into the non-determination of its outline planning application for up to 83 residential units on the Woodcote Estate (Ref. W/22/1877) was last week adjourned by the Inspector hearing the Appeal until 4 January 2024.

CALA argued that late information provided to them by Warwick District Council (WDC) on the first day of the Appeal had a potential impact on its case and required additional time to consider the data and prepare additional proofs of evidence, if required. WDC objected to the request for the adjournment, but the Inspector felt that the issue was potentially of significance in his consideration of the Appeal and granted the adjournment.

The issue concerns WDC's five-year housing supply calculation, which mandates that WDC has sufficient sites allocated in the current Local Plan to supply a rolling five-year forecast need.

When CALA lodged its appeal, the calculated supply was 5.08 years whereas the new calculation shows more than 7 years. The Parish Council's and the Leek Wootton Focus Group's (who together form the Rule 6 Party) planning consultant agrees with the WDC figure and will defend this position at the Inquiry in January.

To-date WDC and the Rule 6 Party have presented their cases to the Inspector and CALA has presented its case on Ecology, Heritage, and Transport. CALA has reserved presentation of its planning case until the Inquiry resits.

A site visit by the Inspector took place on Friday, 3 November.

The Parish Council, at its last meeting, agreed to continue to support the Rule 6 Party's costs by covering the short fall in phase I of the Inquiry, and by making additional funds available towards the reconvened Inquiry.

Initial: RC