

Minutes of the Meeting of the Parish Council held on Tuesday, 3 January 2024 at Leek Wootton Village Hall

Present:	ent: Councillors Coates (Chairman), Eldridge, Kingston, Kirkwood, D/Cllr Payne and the Clerk					
1.	Apologies for absence					
	Cllr Elsy [Approved reason: Holiday], C/Cllr Redford and D/Cllr Redford (due to flood warnings)					
	The Chairman raised the issue of localised flooding and whether a statement should be added to the PC website. A discussion followed.					
	ACTION: Clerk to investigate signposting regarding flooding for the PC website					
	The Chairman has received a letter of resignation from Cllr Allison, due to personal reasons. The Council formally wishes to record its thanks to Cllr Allison for her hard work over nearly 3½ years, especially with the establishment of <i>Community Live!</i> , which she will continue to lead, in partnership with the Council.					
2.	Declarations of Interest					
	None					
3.	Public Participation					
	None present					
4.	Minutes					
4.1.	The minutes of the parish council meeting held on Wednesday, 8 November 2024 were approved (1: Cllr Eldridge / 2: Cllr Kirkwood) and signed.					
4.2.	Matters arising not on agenda:					
	None					
5.	Development at Woodcote (Warwickshire Police HQ)					
	Cllr Kirkwood gave an update on the Public Inquiry, which is scheduled to sit on 4 & 5 January 2024 at Leamington Town Hall.					
	Discussion has taken place between sittings about the Warwick District Council (WDC) housing supply, with additional proofs of evidence being submitted. Consequentially the Inspector feels they may have to sit for two additional days and these have been pencilled- in for 22 and 30 January, venue to be advised because the Town Hall is not available. 30 January is likely to be an online session.					
	Cllr Kirkwood noted that, when the Inquiry was adjourned, the Inspector had not received a Statement of Common Ground between the parties and in an address to WDC, among other things, he required that the Rule 6 Party be included in any discussion when agreeing the statement. As of today (03/01/2024) the Rule 6 Party has not been included in any discussion by WDC or the Appellant [CALA Homes]. An agreed and signed Statement of Common Ground between WDC and the Appellant was submitted to the Inspector on 02/01/2024, within 24 hours of the recommencement of the Inquiry. The Rule 6 Party, and thereby the Parish Council regards this as unacceptable on the part of the WDC Officers, to not undertake instructions of elected representatives.					
	The Solicitor for the Rule 6 Party will be raising this at the Public Inquiry and the Rule 6 Party intends to lodge a complaint.					
	A discussion followed.					
	Cllr Kirkwood also noted that the Police & Crime Commissioner for Warwickshire has written to the Appellant and stated that, <i>"I can confirm that the Police are intending to use Woodcote House for the foreseeable future as part of their operational assets."</i> The					

Initial: <u>_____</u>

62	
	Appellant's argument will be that this effectively covers the responsibility for the preservation of the Asset [house and other grounds at Woodcote]. However, the original DS22 requirement was for the long-term development preservation of the Asset. The statement <i>"for the foreseeable future"</i> leaves a question about whether DS22 is adequately covered by this statement. The Clerk made the Councillors aware of a newly received document from the WDC Monitoring Officer titled 'Probity in Planning' and will circulate to all Councillors for their information. Further discussion followed.
	this visit be repeated without prior notice, as they suggest organised obstructions were arranged. The Inspector has stated that he will repeat the visit, but that he is obliged by law to identify when he is going to visit the site.
6.	Leek Wootton War Memorial Recreation Ground Car Park
	The Finance Committee has discussed the funding and the funds are as follows:
	 LWWMRG Car Park Maintenance Fund receives £250/yr contributions from the 4x stakeholders towards future maintenance. These contributions will be requested in January each year. LWWMRG Car Park Restoration Fund, which held funds for the 2023 car park works and to repay the PWLB Loan, will continue to be used for a Phase II, being the lighting. The 4 Stakeholders have agreed to contribute £1,000 towards this. Biodiversity Fund. This was 'triggered' by the Biodiversity requirement of the last planning permission and is to be discussed with the Trustees about which
	organisation will take responsibility and how funds will be raised. It currently holds a £1,000 contribution from the Football Club.
	Quotes have been received for the lighting works. Cllr Coates is awaiting a third quote.
	The Trustees have agreed that plaques for trees and bike stands are a good idea and would like to contribute.
	The Trustees are working on a Deed of Variation to put the Sports Club and Village Hall on an equal footing and are to arrange a further meeting with the Village Hall Directors.
7.	Avonwood
	Nothing to report.
8.	Progress Reports for information
8.1.	The Playground (Cllr Coates)
	The wear on the swing chains were discussed and it was agreed that, when the wear is serious, complete new chains will be required. Risk level is currently 'Medium', <i>"Monitor for further deterioration and replace before 40% wear"</i> (RoSPA Play Safety Inspection SI0000237211. Report produced on 31/10/2023 at 06:40)
	Play bark to be renewed in late Spring.
8.2.	Community Speed Watch (Cllr Kingston)
	Speed gun and case have been acquired. Arranging a 'dry-run' session with PC Strain.
	Article in <i>The Link</i> received two inquiries, unfortunately one is underage.
8.3.	LW&GC Environment Group (Cllr Elsy) Nothing to report, Cllr Elsy not present. The Clerk advised the Group that the Council agrees to them rearranging log piles. The seeding of the wildflower meadow is of some concern, because if left too late the grass will take over. Cllr Elsy to look into after holiday. ACTION: Cllr Elsy and Environment Group to organise seeding of wildflower meadow. Costs to be paid by Biodiversity Fund.
8.4.	Leek Wootton War Memorial Recreation Ground (Cllr Coates)

Nothing further to report (see Item 6)

- 8.5. Leek Wootton Village Hall (Cllr Kirkwood) Nothing to report. Meeting on 25/01/2024
- 8.6. Leek Wootton Sports Club Former Cllr Allison has agreed to continue giving occasional updates on the Sports Club, but nothing received directly. The Chairman of LWSC published a letter to Members on its Facebook page on 24 December 2023 (see Appendix 1)
- 8.7. Other
- 8.7.1. Parish Walkabout: Avonwood Cllr Elsy not present Carry forward
- 8.8. Community Engagement
 - Recruitment Event/Drop-in (date TBC) The Clerk confirmed that the Annual Parish Assembly cannot be held before 6:00pm, so the 'drop-in' idea cannot be joined with it. A discussion followed. It was agreed that recruitment will be best dealt with by targeted personal approach, followed by an informal meet and greet.
 - ACTION: Councillors to compile a list of 12 names for a personal approach
 - Parish Summer Fête (15/06/2024)
 - Community Live! 2024 (07/09/2024)
 This event will go ahead, despite Cllr Allison's resignation. The Parish Council will support her heading-up the event.

Community engagement re events – possible survey (carried forward from Nov meeting) It was decided to launch surveys after events (Fête and Community Live!)

- 8.9. Community Maintenance:
 - WCC Highways (Cllr Kirkwood)
 - Repairs to Hill Wootton drains have been undertaken and appear to be working except for issue at end of Mallows driveway.
 - \circ $\;$ Bump in road outside Greenacres is referred to Severn Trent.
 - No news on 20mph zone outside school from C/Cllr Redford or WCC Highways.
 - Cllr Kirkwood has been investigating who is responsible for keeping street lamps clear of vegetation. Bulbs on Woodcote Lane have been replaced by WDC. The Police have cleared and fixed lampposts on Woodcote Drive. The remaining issue is trees and vegetation obscuring lights – this is with WDC and WCC Highways, but suspect it may be the responsibility of the landowners.
 - Recent flooding modifications to surface water drainage outside the Old School, Warwick Road, still appear to effective.
 - The Clerk has written to the District Council about the condition of the pedestrian path on Woodcote Lane.

The Clerk made observation that this email was written to WDC Contract Services, WDC Estates and the Officer who arranged the repair to the steps, and the Clerk has received out of office responses from the second two and one from <u>donotreply@warwickdc.gov.uk</u> that states the email has not been received and giving a list of weblinks for various standard issues. This is cause for concern, if Contract Services has no way to be contacted for Parish Clerks to consult when they have questions about non-standard issues.

Cllr Kingston observed that there is a suggestion that speed cushions may be installed on Warwick Road, Kenilworth, near The Pavilions. This may set a precedent for Warwick Road, because these have previously been ruled out for traffic control in Leek Wootton, due to Warwick Road being a route for emergency vehicles. There is also an issue with sound caused by speed cushions.

04							
	Cllr Eldridge raised blocked gullies. They are on the list to be jetted and have been for a number of months.						
	 Unadopted/Abandoned Land Policy ('Orphaned' Plots) The corner of The Hamlet/The Meadows were seeded on 15/12/2023, when the rainfall had lessened. It can be further seeded if they do not take, when the weather improves. The Clerk has informed two residents in The Meadows of progress. 						
	 Grounds Maintenance Contract Countrywide Grounds Maintenance have given notice withdrawn from the contract from end of February. The Clerk and Cllr Kirkwood will review the contract and plans to be circulated for tender. The Clerk has received a 'cold' approach from one company and will also approach the contractor that already maintains the Churchyard. 						
	ACTION: Clerk to amend plans/mapping and forward to CIIr Kirkwood, together with the DRAFT Contract with aim to send out for Tender by end of January						
	Leaf clearing in October/November needs consideration going forwards. A brief discussion followed about where leaves could be 'stored' and whether to include in the contract.						
	Other (Clerk) None						
9.	County and District Councillors' reports						
9.1.	Warwickshire County Council No report provided						
9.2.	Warwick District Council						
	 D/Cllr Payne clarified some of the issues raised about the Public Inquiry in Item 5 and the potential outcomes of the Planning Inquiry. A discussion followed. Cllr Kirkwood encouraged the <u>meaningful</u> inclusion of the community in any discussions/decisions going forward and these discussions should not be with Planning Officers, whose job is to process planning applications, but with the appropriate Officers and Departments that have actual responsibility for various strategies. With regard to Contract Services and the email the Clerk received from <u>donotreply@warwickdc.gov.uk</u> mentioned in Item 8.9, a number of issues have been raised throughout the Ward, including the phone lines not being responded to. The Contract Services contract is going to be reviewed, so please advise the D/Cllrs of any issues experienced. 						
10.	Planning						
10.1.	 To note planning decisions made: GRANTED - 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) GRANTED - 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. No objection (Sent: 14/11/2023) GRANTED – W/23/1522 – Willow Tree Cottage, Woodloes Lane, Guys Cliffe, Warwick, CV35 7RE - Replacement of existing conservatory with a new extension, connecting to existing property and rear extension. No objection (Sent 06/12/2023) 						
I							

64

Initial: <u>____</u>___

13.	Correspondence for information						
12.3.	Training None						
12.2.	Nothing to report						
	See item 8.8.1. Communication						
12. 12.1.	Parish Council Administration Recruitment						
10	Clerk's Expenses (NOV/DEC) + remainder of backpay £25.53 Tax & NI Contribution (month to 05/01/2023) £120.60 Uncontested Parish Election Costs for 04/05/2023 Parish Elections £300.00						
11.3.	The following payments were approved:						
11.2.	The Financial Report for the month to 3 January 2024 was approved.						
	Kingston / unanimous). ACTION: Clerk to send letter of request for Precept						
11.1.	2024/25 Budget The Budget and Precept [see Appendix 2] were approved (1: Cllr Kirkwood / 2: Cllr						
11.	Finance						
10.4.	Any other planning related issues.						
	None						
10.3.	To consider new planning applications:						
	 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 sti 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, alterati 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 a other associated works and landscaping. – SUPPORT (Sent: 13/07/2023) W/23/1607 - Flat, Saxon Mill, Coventry Road, Warwick, CV34 5YN - Proposed installation of one EV Charger and allocation of two EV bays to existing car park. No objection (Sent: 06/12/2023) 						
10.2.	 A report on the progress of current planning applications: W/22/0465 – Land at Warwickshire Police Headquarters, Woodcote Lane, Leek 						
	 GRANTED - 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. No objection (Sent: 21/11/2023) 						

Initial: <u>_____</u>

	Report circulated to Councillors. No items of note				
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, 7 February 2024 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: 07/02/2024
--------------------------------	------------------

Dear Members

As we enter the festive season, I want to express my heartfelt wishes to you and your loved ones for a Merry Christmas and a Happy New Year in 2024.

Before delving into our reflections on the past year, I must take a moment to celebrate the joyous occasion we shared recently. It was truly heartwarming to witness the fantastic turnout at the carol singing event with the hand bell ringers on Friday night. The atmosphere was superb, filled with the melodic tunes of the season. A highlight that brought smiles to all faces was a group of enthusiastic youngsters singing Jingle Bells, making for a special touch to the evening. We made merry together, enjoying the delightful mince pies and pulled pork batches, which were kindly donated and prepared by Treasurer Andy McAvan. It was a truly memorable night that showcased the warmth and camaraderie within our club.

Reflecting on the year gone by, I am thrilled to share the positive strides we've made together. The Club is in a much more stable position, with increased attendance, higher revenues, and a flourishing array of private bookings, meetings and events. This year witnessed over 340 such gatherings, with an impressive total attendance of over 7900 individuals. We have also been able to raise in excess of £1000 for various charities. The Club is gradually becoming much more of a diverse and vibrant hub, welcoming an array of clubs, from horticulturalists to tap dancers, badminton players to artists, knitters to singers. The cricketers and footballers continue to provide dependable support, with both sections having had terrific years in their own domain.

The year has seen events ranging from open mic nights, to numerous quizzes. We celebrated Saint Patrick's Day and the King's Coronation. We scared ourselves with Halloween and revelled in live music on the August Bank Holiday. We also witnessed many exciting cricket matches, none more so than the brilliant win in the late summer gloom that saw the LWCC 2nd Team secure promotion. Every Saturday morning during the football season has seen hundreds of youngsters filling the Memorial Ground while bacon batches are consumed.

Embracing our evolving nature, the Club is gradually shifting towards a more family and communityfocused atmosphere. Friday Night Fitness (all welcome!), where adults exercise while kids play and a burgeoning chess group thrives, exemplifies this positive transformation.

On another note, many of you know Life Member Phil Langdon's decision to step back from managing the bar staffing. We extend our deepest thanks for his loyal service and wish him well in his future endeavours. We are currently managing the bar with ad-hoc staffing, we ask for your understanding during this interim period. Plans are underway for a fresh approach to staffing and bar management, with the potential of affording more regular openings. Watch this space for exciting updates in the New Year.

Additionally, we're gearing up for positive changes, including the introduction of a new, modern till system coupled with membership management. Our goal is to take the Club cashless, and again, you can expect to hear more about these advancements in the New Year.

We are excited to inform members that the Committee has made a decision to synchronise the membership renewal cycle with the Annual General Meeting (AGM). This adjustment means that your membership will now be extended until the date of the next AGM, scheduled for the 19th of April 2024. Please mark this important date in your diaries, ensuring that you continue to enjoy uninterrupted access to the Club's offerings. We believe that this alignment will streamline our administrative processes and provide a more cohesive experience for members.

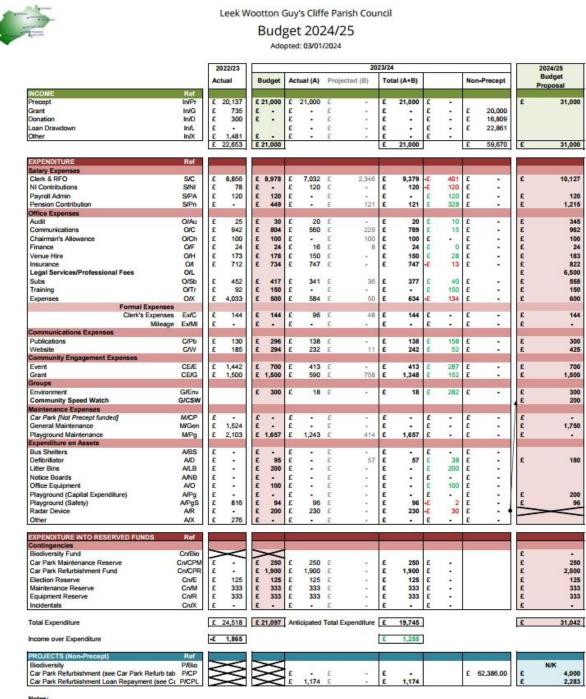
Regrettably, due to not being able to secure staff, we couldn't organise a New Year's Eve event this year. I know this has disappointed several members, but my pledge is to assure you that plans are in place to host one next year. We will prepare early, promote hard and ensure that it is an occasion to remember. You can also anticipate more regular club events throughout 2024.

Thank you for your unwavering support and enthusiastic participation throughout the year. May your holidays be filled with joy, warmth and the company of loved ones.

Warm regards,

David Allison Chairman Leek Wootton Sports Club

Appendix 2



Car Park Refurbishment Loan is for a 20 year term at 5.290% annual interest

VAT is excluded on all figures and no VAT reclaim in included The Clerk's hours (55/mon) includes time contributed to community via The Link magazine @ 60 hrs/yr (being half the approx. 12 hrs/issue 10 issues/yr)

CAR PARK REFURBISHMENT FUND		and the second second	Fund Balances at 01/04/2024	1			
Car Park fund (No 2 A/C) @ 01/04/2024	£	4,613	Biodiversity Fund		2	1,000	(not precept funded)
PLUS: Budgeted payment into reserves	£	2,500	Car Park Maintenance Reserv	e	£	1,000	(% precept funded)
LESS: Repayments as per PWLB Schedule	-£	2,283	Car Park Refurbishment Fund	(see breakdown left)	£	4,613	(partially precept funded)
LESS: CPR Phase II (Lampposts)	-£	4,000	Election Reserve		3		
	£	831	Equipment Reserve	Laptop	3	666	
			Maintenance Reserve	Playbark	£	866	
		105			£	8,145	