



Leek Wootton & Guy's Cliffe Parish Council

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

Present: Councillors Coates (Chairman), Eldridge, Elsy, Kingston, Kirkwood, Morgan, D/Cllrs Payne, Redford, C/Cllr Redford and the Clerk

Before the meeting opened the Chairman advised that SPAM emails had been distributed purporting to be from him and reminded all present to be vigilant and check email addresses on unsolicited emails before responding. (See also item 12.2)

1.	Apologies for absence None
2.	Declarations of Interest None
3.	Public Participation None present
4.	Minutes 4.1. The minutes of the parish council meeting held on Tuesday, 6 March 2024 were approved (1: Cllr Kingston / 2: Cllr Eldridge) and signed. 4.2. Matters arising not on agenda: None
5.	Development at Woodcote (Police HQ) Report/decision by Planning Inspector has not been received to-date. D/Cllr Payne relayed a <u>rumour</u> that it may not be available until June and a discussion followed. This will affect the Annual Parish Assembly, which was to be a discussion about the Planning Inquiry (see 8.8.1.). D/Cllr Redford emailed Planning Officer, Gary Fisher, to ask for an update. Cllr Eldridge observed that it has been mentioned in the press that Legal & General is considering selling off CALA Homes Ltd. It is unlikely this will have an effect on the application.
6.	Leek Wootton War Memorial Recreation Ground Car Park All lamps on and working now, and fully paid for. Cllr Kingston asked about the separate meter for outdoor lights and who is paying for that. The lights only operate when the hall is in use, so it is expected that this should be a charge to users. 2023-24 contributions towards the Car Park Maintenance Fund are all in and the Clerk is to go into an 'easy access' savings account. ACTION: Clerk to open and transfer the balance of the maintenance fund into an Instant Access Saving Account and produce statement for all stakeholders
7.	Fibre to the Premises [FTTP] Broadband The Clerk has received no response to inquiry to Openreach. It was agreed to contact C/Cllr Martin Watson, Warwickshire County Council's portfolio holder for Economy for more information about the contract that has been signed with Cityfibre to deliver connections in Kenilworth & Southam constituency. ACTION: Clerk to write to C/Cllr Martin Watson

Initial: RC

8. Progress Reports for information

- 8.1. The Playground (Cllr Coates)
Cllr Coates to arrange for play bark to be delivered in last week of April and arrange working party to move the delivery around.
Cllr Kingston suggested some could be placed around the memorial stone.
- 8.2. Community Speed Watch (Cllr Kingston)
CSW group carried out a session with the new radar gun and recorded 3x drivers exceeding 35mph. Plan another session later in the month in a different location.
Reported drivers will receive a letter and now, after 3 letters, will receive a visit from a PCSO.
- 8.3. LW&GC Environment Group (Cllr Elsy)
Working party with Environment Group, Scouts, etc., will take place in June.
Cllr Coates has ordered bat boxes, sparrow terraces and weed suppressant fabric. Locations for bat boxes and sparrow terraces, and method for mounting to be discussed.
Environment Group is buying plug plants for some areas. Cllr Elsy to liaise with group about these and trees.
12 whips received from HS2 and heeled-in in the biodiversity area.
- 8.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
Cricket section of LWSC has applied to replace cricket net in north-west corner of the grounds. Discussions under way with Trustees, cricket and football clubs.
- 8.4.1. Storage Issue (ongoing and raised with LW Football Club)
Football section would like to improve its storage in the brick shed and will pay for insurance. Want to knock through and replace roof (agreed with Trustees). LWVH trestle tables need to be re-housed. Cllr Coates proposed using the concrete garage behind the hall. Cllr Eldridge has looked at the waste ground behind the brick shed, which could be cleared and would be sufficient for 12'x8' footprint. This would require discussion with planners because of Conservation Area.
- ACTION: Cllr Coates to investigate use of garage building**
ACTION: Cllr Eldridge to inquire about requirements with Planning Officers
- 8.5. Leek Wootton Village Hall (Cllr Kirkwood)
Nothing to report. Meeting on 04/04/2024.
- 8.6. Leek Wootton Sports Club
Nothing to report. AGM scheduled on 19/04/2024.
- 8.7. Any other organisations
None
- 8.8. Community Engagement
- 8.8.1. 10/04/2024: Annual Parish Assembly
Being held in the Church and it was hoped that the Planning Inquiry decision would have been made and were envisaging a discussion around that, rather than having a formal speaker. The Chair will give a brief summary of last year and asked Cllr Kirkwood to give a brief update on CALA planning. It was agreed that the LW Focus Group could be invited to present a brief update on its activity.
A discussion about planning for the event followed.
- 8.8.2. To note upcoming community events and allocate any action(s) required at this time.
- 15/06/2024: Parish Summer Fête
Nothing to report – Cllr Kingston observed that some people have confused the Fête with Community Live! and proposed a de-brief about the two events later in the year.
 - 07/09/2024: Community Live! 2024
Nothing to report – exhibitors have been contacted.

Initial: RC

8.9. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
Nothing to report.
The elevated footpath on Woodcote Lane has been repaired by WDC.
Litter has been cleared around the southbound access to A46 at Gaveston roundabout by WDC
The Chairman raise the ironwork signage frames that are all over the A46 and access roads, seemingly abandoned. C/Cllr Redford has asked County Highways about it and been informed that it is Highways England's responsibility. C/Cllr Redford will ask whether slip roads are County Highways or Highways England responsibility.
ACTION: Cllr Kirkwood to draft letter to Highways England to be sent by the Clerk
- Unadopted/Abandoned Land Policy ('Orphaned' Plots)
Nothing to report. The Hamlet/The Meadows area has had an additional sprinkling of grass seed and the contractor's invoice has now been paid and neighbours informed that work is now complete.
The Chairman has looked at Black Spinney (east side of Warwick Road between the village and the cattle brook). Observed that it is a lovely piece of ancient woodland.
- Grounds Maintenance Contract
Contract awarded to Thomas Fox and they have already attended and cut.
Cllr Kirkwood asked about village hall's contribution towards grounds maintenance. The Clerk has not requested LWWH contribution towards grounds maintenance contract since this was discussed in 2019. It was agreed that this would be implemented going forward and that no arrears would be requested.
ACTION: Clerk to forward information to Cllr Kirkwood to relay to LWWH
- Other (Clerk) – None

9. **County and District Councillors' reports**

9.1. Warwickshire County Council

Unprecedented recent wet weather: The county is experiencing flooding of properties that have never been flooded before. This is due to water runoff the land, not rivers. Householders should ensure that drains surrounding their properties are cleared.

Cllr Kingston asked about the speed cushions being installed on Warwick Road, Kenilworth. Traffic calming measures have been refused in Leek Wootton historically with the reason being given that it is an emergency vehicle route or because statistical data does not support the requirement. Cllr Kirkwood expressed surprise that the statistical data would be much different in that area. Speed data could be recorded again, or the CSW may gather useful data on speeds through the parish.

C/Cllr Redford referred to information received from WCC Highways confirming that the school 20mph zone being a year in the delivery.

9.2. Warwick District Council

WDC RUCIS Fund has reopened.

D/Cllr Payne has been offered a meeting with the Chief Executive, WDC, about the ombudsman case raised by Leek Wootton Focus Group and asked for the Parish Council's advice/input. Councillors agreed that they would be grateful to have the Council's views taken forward and a discussion followed.

WDC will be taking part in *No Mow May* again, but fewer areas will be allowed to overgrow, e.g. where there are Highways issues.

10. **Planning**

10.1. To note planning decisions made:

- **GRANTED** - W/23/1801 - 38 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Erection of single storey rear extension, render to external walls and alterations to windows – **No objection (Sent: 12/02/2024)**

Initial: RC

- **GRANTED** - 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)**
- **GRANTED** - W/24/0200 - 1 Sunrise Cottages, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Erection of an oak framed garage within the curtilage of the application property. **No objection (Sent: 13/03/2024)**
- **REFUSED** - W/24/0244 - The Hotel, The Warwickshire, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Notification for Prior Approval under Part 14, Class J of the GPDO for the installation of Solar Photovoltaics equipment to the roof of a non-domestic building. **No objection (No comment because 'prior approval')**

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/24/0147 - The Lodge Cottage, 1 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Proposed porch, replacement of existing ground floor WC roof into new porch roof, ground floor flat roof into gable roof. **No objection (Sent: 07/03/2024)**
- W/24/0144 – 12 Woodcote Drive, Leek Wootton, Warwick, CV35 7QA – Variation of condition 2 for application W/21/2250 - Proposed alterations to single-storey side extension including reduction in size. **No objection (Sent: 08/03/2024)**
- W/24/0174 - Cherry Apple Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Application for the removal of condition 8 (Biodiversity Enhancements) of application W/23/0523 (Erection of 1no. Four Bedroom Dwelling House and Associated External Works.). **OBJECTION: Protection of the Conservation Area (sent: 08/03/2024)**

10.3. To consider new planning applications:

- W/24/0287 - Quarry Lodge, Warwick Road, Leek Wootton, Warwick, CV35 7RD - Erection of a single storey rear extension and alteration of first floor flat roof element with a mansard roof. **(Comment due: 12/04/2024) – No objection**

10.4. Any other planning related issues.

A discussion followed about the availability of legislation/WDC policy on planning regarding solar panels.

ACTION: D/Cllr Redford to ask Planning Officers about available guidance

Cllr Eldridge asked Councillors to respond when applications are circulated.

Initial: RC

11.	<p>Finance</p> <p>11.1. The Financial Report for the month to 31/03/2024 (End of financial year) and month to 03/04/2024 were approved.</p> <p>11.2. The following payments were approved:</p> <ul style="list-style-type: none"> • Expenses + Stamps £39.20 • Grounds Maintenance (Visit 1 of 16) £184.50 • Community Grant Fund Application £96.98 <p><u>Planning Inquiry Costs</u></p> <p>Cllr Kirkwood asked whether Leek Wootton Focus Group has submitted invoice/finance request for contribution towards legal services regarding the Planning Inquiry. The Clerk confirmed that no request has been received.</p> <p><u>Community Grant Fund</u></p> <p>An application was received from Leek Wootton Village Hall towards purchase and installation of solar powered lights to illuminate the footpath. A brief discussion followed. This was approved.</p> <p style="text-align: center;">ACTION: Cllr Kirkwood to confirm with LWVH</p>
12.	<p>Parish Council Administration</p> <p>12.1. Recruitment</p> <p>Potential new Councillor was not able to attend and observe on 03/04/2024. May be able to consider in June or July.</p> <p>Cllr Kingston has approached another potential Councillor.</p> <p>12.2. Communication</p> <ul style="list-style-type: none"> • .gov.uk domain guidance – update <p>The Clerk advised that discussion is ongoing with the host/provider to ensure any service is same as currently receiving from provider. Further to discussion prior to the start of the meeting, The Chairman has been advised that the safety features of having a .gov.uk domain would assist cyber security and all were agreed to proceed with changing over, subject to the service being satisfactory.</p> <p>12.3. Training</p> <p>Cllr Morgan to do Councillor Training 09/05/2024</p> <p style="text-align: center;">ACTION: Clerk to book Cllr Morgan on training</p>
13.	<p>Correspondence for information</p> <p>Nothing to report</p>
14.	<p>Councillors' Reports and items for future agenda</p> <p>Cllr Morgan asked whether any CPR training initiatives have taken place. People at a couple of other groups have expressed an interest in CPR training. It was agreed that Cllr Morgan could look into training and the Council would be happy to fund a hall booking.</p> <p style="text-align: center;">ACTION: Cllr Morgan to research CPR training as a community initiative</p>
15.	<p>Date of next meeting</p> <p>The Annual Parish Assembly is on Wednesday, 10 April 2024 at All Saints Church, Leek Wootton, to start at 7:00pm</p> <p>The date of the next Council meeting is scheduled for 7:30pm on Wednesday, 1 May 2024 at Leek Wootton Village Hall. This will be the Annual Meeting of the Parish Council, followed by an ordinary meeting.</p>

Initial: RC

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| 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: 01/05/2024

Initial: RC