



The Civil Parish of

# Leek Wootton & Guy's Cliffe

To Members of Leek Wootton & Guy's Cliffe Parish Council

You are duly summoned to attend the next meetings of Leek Wootton & Guy's Cliffe Parish Council to be held at 7:30pm on WEDNESDAY, 5 JUNE 2024 at LEEK WOOTTON VILLAGE HALL

Photographing, reporting, filming or transmitting the proceedings of the meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place.

**THE PRE-ELECTION PERIOD FOR GENERAL ELECTION 30/05/2024-04/07/2024 – Please see advice note at the end of this agenda regarding the ordinary functions of the Parish Council.**

## AGENDA

1.	<b>Apologies</b> To receive apologies and to approve reasons for absence.
2.	<b>Declarations of Interest</b> The existence and nature of interests in items on the agenda to be declared by Councillors in accordance with the adopted Code of Conduct.
3.	<b>Public Participation</b> 15 minutes is allowed at the start of the meeting for members of the public to ask questions on any matter relating to the Parish Council's responsibilities. Members of the public may not take part in the meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation but upon restoration of the standing orders can discuss and agree actions to be taken. Individual members may speak for up to 5 minutes.
4.	<b>Minutes</b> 4.1. Approval of the minutes of the meeting held on 1 May 2024. 4.2. To consider matters arising from the minutes of the previous meeting and not included on the agenda.
5.	<b>Development at Woodcote (Police HQ)</b> Report on progress Planning Inspector's decisions on the Appeal and Costs are available to read at: <a href="http://www.leekwootton.org.uk/2024/05/24/appeal-planning-application-ref-w-22-1877-by-cala-homes/">www.leekwootton.org.uk/2024/05/24/appeal-planning-application-ref-w-22-1877-by-cala-homes/</a> To consider a response and/or public statement about the Inspector's decision
6.	<b>Fibre to the Premises [FTTP] Broadband</b> Report on progress

**7. Progress Reports for information**

- 7.1. The Playground (Cllr Coates)
- 7.2. Community Speed Watch (Cllr Kingston)
- 7.3. LW&GC Environment Group (Cllr Elsy)
- 7.4. Leek Wootton War Memorial Recreation Ground (Cllr Coates)
- 7.5. Leek Wootton Village Hall (Cllr Kirkwood)
- 7.6. Leek Wootton Sports Club
- 7.7. Any other organisations
- 7.8. Community Engagement
  - 7.8.1.
    - 15/06/2024: Parish Summer Fête
  - 7.8.2. To note upcoming community events and allocate any action(s) required at this time.
    - 07/09/2024: Community Live! 2024
- 7.9. Community Maintenance:
  - WCC Highways (Cllr Kirkwood)
  - Unadopted/Abandoned Land Policy ('Orphaned' Plots)
  - Grounds Maintenance Contract
  - Other (Clerk)

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

- 8.1. Warwickshire County Council
- 8.2. Warwick District Council

**9. Planning**

- 9.1. To note planning decisions made:
  - **APPEAL ALLOWED AND PLANNING PERMISSION GRANTED** - 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**
  - **GRANTED** - 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. – **No objection (Sent: 22/04/2024)**
  - **GRANTED** - W/24/0443 - 2 Quarry Fields, Leek Wootton, Warwick, CV35 7RS - Erection of single storey rear/ side extension – **No objection**
- 9.2. 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)**

	<ul style="list-style-type: none"> <li>• W/24/0362 &amp; 0363/LB - Saxon Mill, Coventry Road, Warwick, CV34 5YN - Erection of two cantilever jumbrellas, installation of jasmine arch, refurbishment of car park, repainting window fixtures, alterations to external joinery and other associated works. – <b>No objection (sent: 29/04/2024)</b></li> <li>• W/24/0386 &amp; 0385/LB - Saxon Mill, Coventry Road, Warwick, CV34 5YN - Display of 1no. externally illuminated fascia sign with logo, 1no. externally illuminated projecting hanging sign off existing bracket, 2no. post mounted signs, 3no. window decals, 1no. menu board, 10no. safety/information signs throughout the site. – <b>No objection (sent: 17/05/2024)</b></li> <li>• W/24/0371 - 41 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Erection of a front porch extension, erection of a first floor front extension, two storey side extension &amp; single storey rear extension. – <b>No objection (sent: 17/05/2024)</b></li> </ul> <p>9.3. To consider new planning applications:</p> <ul style="list-style-type: none"> <li>• W/24/0618 - Quarry Lodge, Warwick Road, Leek Wootton, Warwick, CV35 7RD - Proposed alteration of an existing garage with the erection of two dormer windows to provide ancillary guest accommodation. <b>(Comment due: 21/06/2024)</b></li> </ul> <p>9.4. Any other planning related issues [for information only].</p> <ul style="list-style-type: none"> <li>• Appeal reference number: APP/T3725/C/18/3212295 - Meadow Cottage, Hill Wootton Road, Hill Wootton, Warwick, CV32 6QN – <b>the Public Inquiry scheduled for 07/05/2024 was postponed</b></li> </ul>
<p><b>10.</b></p> <p>10.1.</p> <p>10.2.</p> <p>10.3.</p>	<p><b>Finance</b></p> <p>Annual Governance &amp; Accountability Return 2023/24 To approve Sections 1 and 2 of the Governance &amp; Accountability Return.</p> <p>To note the Financial Report for the month to 5 June 2024.</p> <p>To consider payments to be made as listed on Financial Report.</p>
<p><b>11.</b></p> <p>11.1.</p> <p>11.2.</p> <p>11.2.1.</p> <p>11.3.</p> <p>11.3.1.</p> <p>11.4.</p>	<p><b>Parish Council Administration</b></p> <p>Recruitment</p> <p>Communication</p> <p>To consider the proposal from Midland Computers Ltd to provide a .gov.uk domain and accompanying IT provision [as circulated to Councillors on 11/05/2024]</p> <p>Parish Council Policy</p> <p>To consider the new Financial Regulations (according to the new NALC Model) [DRAFT to be circulated to Councillors]</p> <p>Training (see: <a href="http://www.walc.org.uk">www.walc.org.uk</a>) To consider any training requirements for Councillors</p>
<p><b>12.</b></p>	<p><b>Correspondence for information</b> To note the items of correspondence</p>
<p><b>13.</b></p>	<p><b>Councillors' Reports and items for future agenda</b> Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u></p>

<b>14.</b>	<b>Date of next meeting</b> To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 3 July 2024 at Leek Wootton Village Hall.
<b>15.</b>	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
15.1.	Personnel issues.
15.2.	Legal issues. There is a confidential issue to be discussed. Any non-Parish Councillors will be asked to leave prior to any discussion.

#### **Publicity During the Pre-election Period for the General Election – NALC Advice**

As you are all aware the Prime Minister Rishi Sunak MP announced that the general election will take place on 4th July 2024. Parliament will be prorogued on 24th May 2024 and dissolved on 30th May 2024. The new parliament will be summoned to meet on 9th July 2024, and the State Opening of Parliament and the King's Speech will occur on 17th July 2024.

NALC have updated Legal Topic Note L01-24 – Code of Recommended Practice on Local Authority Publicity (England)/Publicity During the Pre-Election Period, and this can be found via this [link](#).

The pre-election period (originally known as purdah) for local authorities has implications for parish and town councils and the Prime Minister has stated this will start at 00.01hrs on Saturday 25th May 2024. A code of recommended practice on local authority publicity ("the code"), is available via the following [link](#).

Paragraph 28 of the code says:

*"Local authorities should not publish or incur expenditure in commissioning in hard copy or on any website, newsletters, news sheets or similar communications which seek to emulate commercial newspapers in style or content. Where local authorities commission or publish newsletters, news sheets or similar communications, they should not issue them more frequently than monthly. Such communications should not include material other than information for the public about business, services, and amenities of the council or other service providers."*

Paragraphs 24 and 35 of the Code says:

*"During the period between the notice of an election and the election itself, local authorities should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members. Publicity relating to individuals involved directly in the election should not be published by local authorities during this period unless expressly authorised by or under statute. It is permissible for local authorities to publish factual information which identifies the names, wards, and parties of candidates at elections. In general, local authorities should not issue any publicity which seeks to influence voters."*

**Local government sometimes views this period as when communications must shut down completely. This is not the case, and the ordinary functions of parish and town councils can continue. But be mindful not to issue any publicity which seeks to influence voters, ensure that publicity relating to policies and proposals from central government is balanced and factually accurate, and comply with laws which prohibit political advertising.**

Signed:

Helen Eldridge

Clerk to the Parish Council

31/05/2024