



The Civil Parish of

Leek Wootton & Guy's Cliffe

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

Members of the Parish Council are duly summoned to attend the next meeting of Leek Wootton & Guy's Cliffe Parish Council to be held at 7:30pm on WEDNESDAY, 5 MARCH 2025 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.

AGENDA

1.	<p>Apologies To receive apologies and to approve reasons for absence.</p>																
2.	<p>Declarations of Interest The existence and nature of interests in items on the agenda to be declared by Councillors in accordance with the adopted Code of Conduct.</p>																
3.	<p>Public Participation 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.</p>																
4.	<p>Minutes</p> <p>4.1. Approval of the minutes of the meeting held on 5 February 2025.</p> <p>4.2. To review actions from previous meeting & matters arising not on this agenda. Action list from previous meeting:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: left;">Item No/Description</th> <th style="text-align: left;">Action</th> <th style="text-align: left;">Status</th> </tr> </thead> <tbody> <tr> <td rowspan="2">5. SWLP Preferred Options Consultation</td> <td>• Clerk to produce poster and leaflets</td> <td>COMPLETE</td> </tr> <tr> <td>• Councillors to deliver leaflets</td> <td>COMPLETE</td> </tr> <tr> <td>6.1. Development at Woodcote (Police HQ) – Current and future planning</td> <td>• Chair to request a meeting with Councillors and Strategic Estates and Asset Manager, OPCC for Warwickshire</td> <td>COMPLETE</td> </tr> <tr> <td rowspan="2">7. Parish Council as Corporate Trustee of Charitable Trust</td> <td>• Carry forward to April meeting</td> <td></td> </tr> <tr> <td>• Cllr Kirkwood to inform LWWH</td> <td></td> </tr> </tbody> </table>	Item No/Description	Action	Status	5. SWLP Preferred Options Consultation	• Clerk to produce poster and leaflets	COMPLETE	• Councillors to deliver leaflets	COMPLETE	6.1. Development at Woodcote (Police HQ) – Current and future planning	• Chair to request a meeting with Councillors and Strategic Estates and Asset Manager, OPCC for Warwickshire	COMPLETE	7. Parish Council as Corporate Trustee of Charitable Trust	• Carry forward to April meeting		• Cllr Kirkwood to inform LWWH	
Item No/Description	Action	Status															
5. SWLP Preferred Options Consultation	• Clerk to produce poster and leaflets	COMPLETE															
	• Councillors to deliver leaflets	COMPLETE															
6.1. Development at Woodcote (Police HQ) – Current and future planning	• Chair to request a meeting with Councillors and Strategic Estates and Asset Manager, OPCC for Warwickshire	COMPLETE															
7. Parish Council as Corporate Trustee of Charitable Trust	• Carry forward to April meeting																
	• Cllr Kirkwood to inform LWWH																

8.1 Working Parties: The Playground	<ul style="list-style-type: none"> Clerk to write to playground maintenance company and circulate response 	COMPLETE
8.5 External Bodies: Community Hub LWSC	<ul style="list-style-type: none"> Clerk to write to grant applicant from LWCC to ask for progress report on Cricket nets 	COMPLETE
8.5 External Bodies: Community Hub Recreation Ground	<ul style="list-style-type: none"> Cllrs Coates & Kirkwood to organise working party for car park maintenance 	
8.7.2 VE Day 80	<ul style="list-style-type: none"> Cllr Kingston to purchase 'Peace Lamp' 	
8.8. Community Maintenance: Highways	<ul style="list-style-type: none"> Cllr Kirkwood to raise various issues with WCC Highways 	
8.8. Community Maintenance: Footpaths	<ul style="list-style-type: none"> Clerk to contact WCC RoW re fallen footpath markers 	
8.8. Community Maintenance: Unadopted Land	<ul style="list-style-type: none"> Cllr Kirkwood to chase WDC re footway between 28&30 Woodcote Lane and if necessary pass to D/Cllr Redford 	COMPLETE
9.1 County Councillor Redford's Report	<ul style="list-style-type: none"> Cllr Kirkwood to forward Woodloes Lane grit bin information to C/Cllr Redford 	
10.4 Planning: Other issues	<ul style="list-style-type: none"> Cllr Eldridge to look at original application and, if necessary ask Conservation Officer/Enforcement for advice re gardens in Conservation Area Cllr Kirkwood to discuss dropped kerb in The Meadows with Cllr Morgan and follow-up as necessary 	
12.1 Council Admin: Meeting Dates	<ul style="list-style-type: none"> Clerk to confirm 2025/26 dates with the village hall booking secretary 	COMPLETE
12.2 Council Admin: Recruitment	<ul style="list-style-type: none"> Clerk to follow up 	COMPLETE
12.3 Communications	<ul style="list-style-type: none"> Prepare for gathering feedback at Annual Parish Assembly 	
5.	Co-option of a new Parish Councillor To consider the application of Elisa Harrold (application circulated to Councillors) and decide on co-option.	
6.	South Warwickshire Local Plan [SWLP] Preferred Options Consultation CLOSING DATE 07/03/2025 https://www.southwarwickshire.org.uk/swlp/preferred-options.cfm	

	Report on progress following Community Meeting (26/02/2025) Agree PC's formal response
7.	Development at Woodcote (Police HQ)
7.1.	Current and future planning (including CALA)
7.2.	Future of Police estate (The Lunch, etc)
8.	Progress Reports for information
	<u>Parish Council 'Working Parties'</u>
8.1.	The Playground (Cllr Coates)
8.2.	Community Speed Watch (Cllr Kingston)
8.3.	LW&GC Environment Group (Cllr Elsy)
	<u>External Bodies</u>
	These are community organisations within the parish and that the Parish Council may have representation on. Councillor Representatives are invited to give brief updates or submit a written report for information.
8.4.	All Saints' Academy, Leek Wootton & Leek Wootton School Trust (Cllr Morgan)
8.5.	Leek Wootton Community Hub <ul style="list-style-type: none"> • Leek Wootton Sports Club • Leek Wootton Village Hall (Cllr Kirkwood) • Leek Wootton War Memorial Recreation Ground (Cllr Coates)
8.6.	Any other organisations
8.7.	Community Engagement
8.7.1.	26/03/2025: Annual Parish Assembly
8.7.2.	08/05/2025: VE Day 80
8.8.	Community Maintenance: <ul style="list-style-type: none"> • WCC Highways (Cllr Kirkwood) • Grounds Maintenance Contract • Unadopted / Orphaned Land • Other (Clerk)
9.	County and District Councillors' reports
9.1.	Warwickshire County Council
9.2.	Warwick District Council
10.	Planning
10.1.	To note planning decisions made: <ul style="list-style-type: none"> • WITHDRAWN - W/24/1236 - 23 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of two storey side and rear extensions to form a joint application between number 23 and 25 Hill Wootton Road (Comment due: 22/10/2024) – OBJECTION on the grounds that the PC was unable to make a decision due to confusing application and lack of response from the Planning Officer to questions raised (sent: 24/10/2024)

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 on the grounds of car parking and landscaping (Sent: 30/05/2022)**
- W/24/1006 - Land at Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Application for approval of reserved matters (appearance, landscaping, layout and scale) in pursuance of outline planning permission W/22/1877 for residential development of 70 dwellings including internal access roads and footpaths, drainage works and landscaping. – **OBJECTION on the technical grounds of parking spaces and landscaping (sent: 18 & 19/08/2024)**
- W/24/1236 - 23 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of two storey side and rear extensions to form a joint application between number 23 and 25 Hill Wootton Road (Comment due: 22/10/2024) – **OBJECTION on the grounds that the PC was unable to make a decision due to confusing application and lack of response from the Planning Officer to questions raised (sent: 24/10/2024)**
- W/24/1630 – Linby, Woodcote Lane, Leek Wootton, Warwick, CV35 7QD - Erection of single storey side and front extensions, garage conversion and erection of first floor. Installation of 1.8m timber gates at front of driveway – **No objection (noted concerns to planners: (1) large office space should not indicate a business generating increased vehicular traffic; (2) rooflights overlooking rear of neighbouring cottages; (3) loss of a bungalow by conversion, contrary to Neighbourhood Plan)**
- W/24/1651 - The Pound, 16 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of single storey side and rear extensions – **No objection (Sent: 25/02/2025)**
- W/25/0038 - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - External works to improve the safety and security of Police Headquarters' staff, visitors and policing operations. Improvements to include; resurfacing of existing roads, paths and car parks, additional car parking, temporary overflow car parking, pedestrian footpaths, external lighting, CCTV, security barriers, security huts, sunshade canopies, security gates, disabled ramp, garden of reflection, structural landscaping and biodiversity net gain. **(Comment due: 25/02/2025 or 04/03/2025)**
- W/25/0076 – 1 Rock Cottages, Warwick Road, Leek Wootton, Warwick, CV35 7RB - Variation of Condition 2 of planning permission ref: W/21/1493 (Demolition of existing garage & erection of 1 no. three bedroom dwellinghouse with associated works) to include an increase in floor area at first floor and amended fenestration to the north and south elevations – **NEUTRAL – Proximity and threat to village hall caused by noise complaints (Sent: 19/02/2025)**

10.3. To consider new planning applications:

- W/25/0158 - The Hotel, The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Installation of solar panels and associated equipment to the southern and western roof pitch (Retrospective Application) **(Comment due 12/03/2025)**
- W/25/0173 LB - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Refurbishment of the first floor female

	toilets in Woodcote House. This will include the removal an internal timber stud partition wall (including a timber hollow core door), an existing glass screen and existing toilet and wash hand basing (plus cabinetry). The refurbishment will include the installation of 2 new WC's within cubicles, a new metal stud wall to reduce the length of the room to the back of the WCs, a new vanity and basin along with redecoration to the existing walls and installation of an electrical hand dryer (Comment due 11/03/2025)
10.4.	Any other planning related issues.
11.	Finance
11.1.	To note the [attached] Financial Report for the month to 5 March 2025.
11.2.	To consider payments to be made as listed on Financial Report [attached].
12.	Parish Council Administration
12.1.	Recruitment
12.2.	Communications Dissemination of information to the community
12.3.	Community Resilience Progress Report
12.4.	Training (see: www.walc.org.uk) To consider any training requirements for Councillors
13.	Correspondence for information To note the items of correspondence
14.	Councillors' Reports and items for future agenda 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>
15.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 2 April 2025 at Leek Wootton Village Hall. The Annual Parish Assembly on 26 March 2025 precedes the above ordinary Parish Council Meeting
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:
Helen Eldridge
Clerk to the Parish Council
27/02/2025