



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, 2 APRIL 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 March 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 style="vertical-align: top;">5. Co-option of a new Councillor</td> <td> <ul style="list-style-type: none"> • Cllr Harrold to complete Interests form and return to Clerk • Clerk to inform WDC and set up email account, etc., for Cllr Harrold </td> <td style="vertical-align: top;">Pending COMPLETE</td> </tr> <tr> <td style="vertical-align: top;">6. South Warwickshire Local Plan [SWLP] Preferred Options Consultation</td> <td> <ul style="list-style-type: none"> • Clerk, Chair and Cllr Eldridge to draft and circulate PC's response, to be submitted on Friday </td> <td style="vertical-align: top;">COMPLETE</td> </tr> </tbody> </table>	Item No/Description	Action	Status	5. Co-option of a new Councillor	<ul style="list-style-type: none"> • Cllr Harrold to complete Interests form and return to Clerk • Clerk to inform WDC and set up email account, etc., for Cllr Harrold 	Pending COMPLETE	6. South Warwickshire Local Plan [SWLP] Preferred Options Consultation	<ul style="list-style-type: none"> • Clerk, Chair and Cllr Eldridge to draft and circulate PC's response, to be submitted on Friday 	COMPLETE
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7. Development at Woodcote	<ul style="list-style-type: none"> Clerk to complete letter to Planning re notices -v- letters 	
7.1 Current and future planning (Inc CALA)		COMPLETE
8.2 Community Speed Watch	<ul style="list-style-type: none"> Encourage participation at Annual Parish Assembly 	
8.3 LW&GC Environment Group	<ul style="list-style-type: none"> Cllr Coates to encourage involvement at Annual Parish Assembly 	
8.7.1 Annual Parish Assembly	<ul style="list-style-type: none"> Clerk to organise tea, coffee and refreshments 	COMPLETE
8.7.2 VE Day 80	<ul style="list-style-type: none"> Cllr Kingston to share running order with Clerk Clerk to forward email received from WDC re DCMS announcement about VE80 	COMPLETE COMPLETE
11. Finance	<ul style="list-style-type: none"> Clerk to initiate enrolment in WLGPS Clerk to add item to April Agenda for ratification of decision Cllr Kirkwood to draft and circulate new regulations Finance Committee to meet before May meeting 	COMPLETE COMPLETE Pending Pending
12.4 Training	<ul style="list-style-type: none"> Clerk to organise training for Cllr Harrold 	COMPLETE/ Pending
5.	Development at Woodcote (Police HQ)	
5.1.	Current and future planning (including CALA) Review of progress	
5.2.	Future of Police estate (The Lunch, etc) Review of progress	
6.	Progress Reports for information	
	<u>Parish Council 'Working Parties'</u>	
6.1.	The Playground (Cllr Coates)	
6.2.	Community Speed Watch (Cllr Kingston)	
6.3.	LW&GC Environment Group (Cllr Coates)	
	<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.	
6.4.	All Saints' Academy, Leek Wootton & Leek Wootton School Trust (Cllr Morgan)	
6.5.	Leek Wootton Community Hub <ul style="list-style-type: none"> Leek Wootton Sports Club Leek Wootton Village Hall (Cllr Kirkwood) 	

	<ul style="list-style-type: none"> • Leek Wootton War Memorial Recreation Ground (Cllr Coates) <p>6.6. Any other organisations</p> <p>6.7. Community Engagement Events</p> <p>6.7.1. 26/03/2025: Annual Parish Assembly Review of meeting</p> <p>6.7.2. 08/05/2025: VE Day 80</p> <p>6.8. Community Maintenance:</p> <ul style="list-style-type: none"> • WCC Highways (Cllr Kirkwood) • Grounds Maintenance Contract • Unadopted / Orphaned Land • Other (Clerk)
<p>7.</p> <p>7.1.</p> <p>7.2.</p>	<p>County and District Councillors' reports</p> <p>Warwickshire County Council</p> <p>Warwick District Council</p>
<p>8.</p> <p>8.1.</p> <p>8.2.</p>	<p>Planning</p> <p>To note planning decisions made:</p> <ul style="list-style-type: none"> • GRANTED - 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) • GRANTED - 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) • GRANTED - 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 1no. 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) <p>A report on the progress of current planning applications:</p> <ul style="list-style-type: none"> • 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/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. – **OBJECT (request for base assessment for traffic data; impact of increased movements on Woodcote Lane due to one way system; light pollution)(sent: 04/03/2025)**
- 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) – **No objection (sent: 11/03/2025)**
- 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 – **No objection (sent: 11/03/2025)**
- W/25/0307 - 3 Lime Villas, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Erection of single storey side extension **No objection (sent: 28/03/2025)**

8.3. To consider new planning applications:

- W/25/0197 - Chapel of St Mary Magdalene, Coventry Road, Guys Cliffe, Warwick, CV34 5YD - Change of use of land, on a temporary basis, for the siting of an open sided tent to host wedding receptions and other events for a period of five months between May and September (inclusive) each year (**Comment due: 07/04/2025**)

8.4. Any other planning related issues.

9. Finance

9.1. To note the [attached] Financial Report for the month to 5 March 2025.

9.2. To consider payments to be made as listed on Financial Report [attached].

9.3. Warwickshire Local Council Pension Fund

As informally agreed at the March meeting, the Clerk has initiated the enrolment process, but the application form requires minutes of the Council's resolution to enrol to be attached.

Resolution: "The Parish Council agrees to enrol in the Warwickshire Local Government Pension Scheme [LGPS]"

Also, to consider the additional Payroll Administrator fee for completing pensions returns (additional £132/yr on existing fee of £120).

10. Parish Council Administration

10.1.	Recruitment
10.2.	Communications Dissemination of information to the community
10.3.	Community Resilience Progress Report
10.4.	Training (see: www.walc.org.uk) To consider any training requirements for Councillors
11.	Correspondence for information To note the items of correspondence
12.	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>
13.	Date of next meeting To confirm the date of the next meeting which is the Annual Meeting of the Parish Council, followed by an ordinary PC meeting, scheduled for 7:30pm on Wednesday, 7 May 2025 at Leek Wootton Village Hall.
14.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
14.1.	Personnel issues.
14.2.	Legal issues.

Signed:
Helen Eldridge
Clerk to the Parish Council
28/03/2025