



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday, 7 January 2026 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Eldridge, Kiernan, Morgan, D/Cllrs Payne, Redford, C/Cllr Edwards, 5 members of the public and the Clerk

1.	Apologies for absence Cllrs Harrold and Kirkwood [Accepted reasons: Holiday]															
2.	Declarations of Interest None															
3.	<p>Public Participation</p> <ul style="list-style-type: none"> Members of Public [MoP] from Hill Wootton expressed concerns about the suitability and width of the road through Hill Wootton. MoPs have been in discussion with C/Cllr Edwards about traffic calming measures in Hill Wootton. Asked C/Cllr Edwards about possibility of installing speed camera awareness signage, as it has been agreed that the speed camera van will be located in Hill Wootton occasionally. C/Cllr Edwards will investigate this possibility. A discussion about traffic calming followed. Leek Wootton Focus Group [LWFG] representative attended and presented a number of questions on several subjects that were also submitted by email. The Parish Council [PC] will consider and respond in due course. The PC agrees with LWFG about concerns about the hazardous waste tipped on the site, on health and safety and environmental grounds. <p>ACTION: Clerk to send LWFG a letter expressing concern about tipping before LWFG's meeting with the MP on 09/01/2026</p> <p>ACTION: PC to consider response to LWFG's letters and questions</p> <p style="text-align: center;">- The LWFG MoP left the meeting -</p> <p><i>[UPDATE: Meeting with MP rescheduled to 30/01/2026]</i></p>															
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Wednesday, 5 November 2025 were approved (1: Cllr Eldridge / 2: Cllr Morgan) and signed.</p> <p>4.2. Review of actions from previous meeting & matters arising not on this agenda. Action list from previous meeting:</p> <table border="1"> <thead> <tr> <th>Item No/Description</th> <th>Action</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>5.2 (B/F) Playground</td> <td> <ul style="list-style-type: none"> Cllr Kiernan to research exposed concrete at base of roundabout </td> <td>Ongoing</td> </tr> <tr> <td>7. 'The Lunch' Project</td> <td> <ul style="list-style-type: none"> Chair to send Plincke document to Cllr Kiernan Clerk to provide refreshments on 10/11/2025 </td> <td>Complete</td> </tr> <tr> <td>8. Action Plan 2026/27</td> <td> <ul style="list-style-type: none"> Clerk to publish Action Plan on the website </td> <td>Complete</td> </tr> <tr> <td>9.1. The Playground</td> <td> <ul style="list-style-type: none"> Clerk to chase HAGS Cllr Coates to attend and rake bark into place </td> <td>Complete – no response</td> </tr> </tbody> </table>	Item No/Description	Action	Status	5.2 (B/F) Playground	<ul style="list-style-type: none"> Cllr Kiernan to research exposed concrete at base of roundabout 	Ongoing	7. 'The Lunch' Project	<ul style="list-style-type: none"> Chair to send Plincke document to Cllr Kiernan Clerk to provide refreshments on 10/11/2025 	Complete	8. Action Plan 2026/27	<ul style="list-style-type: none"> Clerk to publish Action Plan on the website 	Complete	9.1. The Playground	<ul style="list-style-type: none"> Clerk to chase HAGS Cllr Coates to attend and rake bark into place 	Complete – no response
Item No/Description	Action	Status														
5.2 (B/F) Playground	<ul style="list-style-type: none"> Cllr Kiernan to research exposed concrete at base of roundabout 	Ongoing														
7. 'The Lunch' Project	<ul style="list-style-type: none"> Chair to send Plincke document to Cllr Kiernan Clerk to provide refreshments on 10/11/2025 	Complete														
8. Action Plan 2026/27	<ul style="list-style-type: none"> Clerk to publish Action Plan on the website 	Complete														
9.1. The Playground	<ul style="list-style-type: none"> Clerk to chase HAGS Cllr Coates to attend and rake bark into place 	Complete – no response														

Initial: RC

9.2. Community Café	<ul style="list-style-type: none"> • Clerk to bank cash • Cllr Morgan to forward correspondence about the Hire Agreement to Cllr Kirkwood. Cllr Kirkwood to correspond with Leek Wootton PCC directly. 	Complete
9.4. Community Speed Watch	<ul style="list-style-type: none"> • Clerk to email former Cllr Kingston for an update 	Ongoing
9.6. All Saints' Academy, Leek Wootton & Leek Wootton School Trust	<ul style="list-style-type: none"> • Cllr Morgan to inform the School that the PC would be interested in a combined event, but venue requires consideration 	Complete
9.10. Community Maintenance – WCC Highways	<ul style="list-style-type: none"> • Clerk to report Woodcote Lane highway signage to County Highways • Clerk to report crack in road surface at Blackdown Bridge to County Highways • Cllr Kirkwood will make WDC aware of leaf litter at Quarry Close 	Complete
9.10. Community Maintenance – other	<ul style="list-style-type: none"> • Clerk to write to IndieGo to ask for a stop in The Hamlet estate (will suggest junction of The Hamlet and The Meadows) 	Complete – no response
13.2. Training	<ul style="list-style-type: none"> • Clerk to follow up with NALC for refund • Clerk to book Cllr Kiernan on training 	Complete
	A discussion followed with the MoPs about the IndieGo service.	Complete

5.	'The Lunch' Project The Chair gave a summary of the potential project to the MoPs present. The resident heading the group has circulated a questionnaire about 'The Lunch'. Leek Wootton Lunches Questionnaire The questionnaire was published after Dec/Jan issue of <i>The Link</i> had been published, so will wait for results after the Feb issue. The Clerk has posted a link on the PC website.
6.	Progress Reports for information <u>Parish Council 'Working Parties'</u>
6.1.	<p>The Playground</p> <p>Cllr Kiernan looked at the exposed concrete at the base of the orbital equipment could be covered with a piece of gym matting, but there is nothing to attach it to.</p> <p>Planning to re-bark the playground in the Spring. Will order the bark so it is in place before Easter. Volunteers will be invited to take part in distributing the bark.</p> <p>HAGS repairs. Disappointed with lack of a response since August.</p> <p>ACTION: Clerk to chase them up again</p>
6.2.	<p>Community Café</p> <p>Still going strong – now have a rota of around 16 'Barista Belles'.</p>

Cllr Kirkwood took on the hire agreement discussion with the church. Now waiting for a finalised agreement from the church.

New signage – cost to come out of Café fund.

ACTION: Clerk and Cllr Morgan to organise new signage

6.3. Community Resilience Group

Street Champion documentation is in process of being re-worded to suit the new remit.

ACTION: Prepare for approval at Feb meeting

About to update Emergency Plan.

The Chair raised defibrillators and locations. Priority is Hill Wootton and discussed with MoPs from Hill Wootton being present. MoPs will share on their WhatsApp again. Cllr Kiernan suggested asking at The Anchor whether they would have one. The school gate does not have sufficient electricity supply at present. Cllr Morgan will follow up with the Head Teacher in due course.

[UPDATE 08/01/2026: "...regarding the placement of a defibrillator on the wall off his barn near the junction of H.W. Road and the farm lane. He would have been more than happy in principle to have it there, but there is no working electricity. Both barn and house are cut off. Apparently, the existing wiring is dangerous. We will put the question of placement on our WhatsApp group again, and see if anyone can offer a solution."

Response to this WhatsApp was a private householder volunteered their outside wall which already has electricity supply for a gate]

ACTION: Cllr Kiernan to contact The Anchor Inn

A discussion followed about possible fundraising towards defibrillators.

6.4. Community Speed Watch

Nothing to report.

6.5. Environment Group

Grass inhibitors will be pulled up in Spring.

A representative from the Environment Group will be sitting on the LWWMRG Consultative Committee, although they cannot make the first meeting.

External Bodies

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.

6.6. Leek Wootton War Memorial Recreation Ground Trust & Consultative Committee [formerly listed as Leek Wootton Community Hub]

The Trust is getting organised, having now received papers, etc.

Bank mandate has been amended to Clerk as main contact and Cllrs Coates and Kirkwood as signatories. Account name has been changed from 'Leek Wootton War Memorial' to 'Leek Wootton War Memorial Recreation Ground' to match name on Charity Commission website in attempt to convert account to Charity Account instead of a Community Business account (incurring charge of £4.25/month), but when Chair spoke to the bank they insisted they still require names of Trustees.

ACTION: Clerk to ask WALC legal advisor for advice

Insurance to be paid now that we have control of the bank account. It was decided to go with the previous insurer at this time, due to looming renewal date and Clear Councils not being able to provide an alternative quote. Ground rent invoices to be issued in January as well.

ACTION: Clerk to renew Insurance

ACTION: Clerk to issue ground rent invoices

LWWMRG Trust first consultative committee meeting will be on 02/02/2026 in the Committee Room of the Village Hall.

6.7. All Saints' Academy, Leek Wootton & Leek Wootton School Trust
30th anniversary of the new school in November 2026. PC + history group + school trust + support of the Head Teacher is launching a history of the school and collecting anecdotes, stories and photographs. A brief discussion followed.

6.8. Leek Wootton Sports Club
Cllr Kiernan attended an informal meeting with the Chairs of the Sports Club, Cricket Club and Football Club. Raised a number of issues: Rubber matting at the goal mouth being slippy and buried in places - a section has been lifted – considering removing and reseeding or replacing with astroturf; Trees growing over from the playground; Car park attendance/car park marking; Temporary advertising/sponsorship; Equipment storage; Raised viewing area; glass bottles being smashed and vandalism. Balloon race was successful.
A discussion followed. LWWMRG Consultative Committee will meet 04/02/2026.

6.9. Leek Wootton Village Hall
Nothing to report. Noted WiFi is now available for hirers.

6.10. Any other organisations
None.

6.11. Community Engagement

6.11.1. • Community Café (Please see 6.2 above)
• Cllr Morgan mentioned that the fête needs consideration, but there are still issues with having the recreation ground on a Saturday. Football presentation on 21/06/2026 (Fathers' Day). A discussion followed and idea of a Friday afternoon/evening in June may work. Cllr Morgan will take this idea to the PTFA.

6.11.2. • DATE TBA: Annual Parish Assembly
[required to be held between 1 March and 1 June]
A resident has been approached but not yet agreed to chair this meeting. Chair to follow up and offer proposed date of 25/03/2026. If acceptable, will look into booking the church.

ACTION: Chair to contact potential chairman

6.12. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - 20mph at the school, C/Cllr Edwards chasing again.
 - C/Cllr Edwards undertook walkabout surveys in Leek Wootton and Hill Wootton with the Localities Officer. Has given OK to repeater signs and looking into upgrading white lines. Verge posts are likely unfeasible. Leek Wootton – Ivy Cottage possibility of verge posts below the eaves, where damage has been caused, waiting for costing – may fund through delegated budget.
 - MoP raised crack in road surface on Blackdown Bridge. Clerk contacted WCC Highways and this has been inspected by the Bridges Team – no issues of concern at present, but they will monitor. Parapet damage is to be repaired.
- Unadopted/Abandoned Land Policy ('Orphaned' Plots)
Nothing to report
- Grounds Maintenance Contract
Nothing to report
- Other (Clerk)
None

7.	County and District Councillors' reports
7.1.	<p><u>Warwickshire County Council</u></p> <p>Main focus is currently budget-setting. This is likely to be the toughest budget WCC has had to face and there is likely to be a rise in Council Tax.</p> <p>There has been a Home to School Transport consultation, which is now closed. This has caused concern and C/Cllr Edwards</p> <p>Been on a Ward Walk with the Police and will have speed camera van located in the area to discourage speeding. Request to all to report HGVs on Woodcote Lane, etc.</p>
7.2.	<p><u>Warwick District Council</u></p> <p>Also focused on the budget and expect it to go up.</p> <p>D/Cllr Redford circulated an email surveying public on budget-setting priorities. Please respond – Clerk forwarded to all Councillors.</p> <p>Local Council reform – nothing further to report.</p> <p>D/Cllr Payne spoke to CEO of WDC following 'The Lunch' meeting. The Chair encouraged D/Cllr Payne to liaise with the resident lead on the project. Enthusiastic response from D/Cllr Payne and the CEO. External funding will be required. A brief discussion followed.</p>
8.	Planning
8.1.	<p>To note planning decisions made:</p> <ul style="list-style-type: none"> • GRANTED - W/25/1301 - Goodrest Farm Bungalow, Rouncil Lane, Kenilworth, CV8 1NN - Application for the Removal of Condition 2 [agricultural occupancy] of planning permission reference 6203 [Erection of pre-fabricated bungalow, to be used as an agricultural worker's cottage.] – NEUTRAL, with context that the PC does not consider the current tenant to not be related to farming. Would not wish to see condition removed as a new property would not be permitted on if this were a green field site without such a condition. (Sent: 22/10/2025)
8.2.	<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/25/0197 - Chapel of St Mary Magdalene, Coventry Road, Guy's 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 – No objection (Sent: 21/04/2025) • W/25/1236 - Red Brick Barn, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Installation of a rooflight. Installation of adjoining sloping and vertical roof lights (to main roof and an external wall of main house) – NEUTRAL, but noted property within curtilage of Stud Farm and ancient building and requested opinion of Conservation Officer (Sent 22/10/2025) • W/25/1242 - The Hotel, The Warwickshire Golf and Country Club, Warwick Road, Leek Wootton, Warwick, CV35 7QT - Installation of 3no. padel courts, with associated enclosure, canopy, floodlighting and associated landscaping and SuDs. – No objection (Sent: 02/10/2025)

- W/25/1500 - Pen Y Bryn, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Erection of single storey rear extension, new car port and refurbishment of existing barn – **No objection (Sent: 19/11/2025)**
- W/25/1502 - 2 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Erection of first floor front and side extension, single storey rear extension and addition of render and cladding – **No objection (Sent: 30/12/2025)**

8.3. To consider new planning applications:

- W/25/1761 - Hill Farm Cottage, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Erection of a boundary wall adjacent to roadside, forming widened vehicular access into private dwelling (retrospective) **Comment due 16/01/2026. The wall is very tall and not in keeping with the street scene. There is also an issue with encroachment onto the public highway, causing a trip hazard. Agreed to respond as such.**

8.4. Any other planning related issues.

9. **Finance**

9.1. 2026/27 Budget

The 2026/27 Budget, circulated prior to the meeting was approved and adopted.

ACTION – Clerk to write to WDC with Precept request

9.2. The Financial Report for month to 07/01/2026 was noted.

9.3. The following payments were approved:

Refund (JK): Trust Expenses	Vch 133	£19.98
Clerk's Expenses	Vch 135	£24.00
Refund (RC): Storage Equipment	Vch 134	£177.48

Storage is in the budget for 2026/27, but the Chair has secured a unit at Montague Storage. The Clerk has requested an invoice and will therefore pay during 2025/26.

Cllr Morgan asked about storage space in the village hall – the Clerk aims to move some material in the hall to the storage space, freeing up the space for Community Resilience storage, which needs to be located within the community in case of emergency.

10. **Parish Council Administration**

10.1. Communication

- Recruitment

Cllr Morgan has approached the resigning Chair of the PTFA

One MoP was observing

Please contact the Clerk if interested in taking further

10.2. Training

Cllr Kiernan is booked onto 'Councillor Training One - Councillor Foundations' 20/01/2026.

The Clerk confirmed that NALC will not refund the missed training, but will give both Cllrs Kirkwood and Morgan a free training session. 2026 training was not available at the time, but Clerk will monitor for repeat of the missed session.

11. **Correspondence for information**

11.1. No report provided, but nothing of note to report.

12. **Councillors' Reports and items for future agenda**

Fête to be added to future agenda

13. **Date of next meeting**

To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 4 February 2025 at Leek Wootton Village Hall.

Initial: RC

14.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
14.1.	Personnel issues – None
14.2.	Legal issues – None

Signed: R Coates (Chair) Date: 04/02/2026

Initial: RC