



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, 3 JUNE 2026 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>Co-optioin of a new Parish Councillor To consider the co-optioin of a new Parish Councillor [information circulated to all Councillors in advance of the meeting]</p>									
3.	<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>									
4.	<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>									
5.	<p>Minutes</p> <p>5.1. Approval of the minutes of the meeting held on 6 May 2026.</p> <p>5.2. 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 colspan="3">Annual Meeting of the Parish Council</td> </tr> <tr> <td>3.1.1. Representation for Hill Wootton</td> <td> <ul style="list-style-type: none"> • Clerk to confirm with Hill Wootton NHW and share contact information </td> <td style="text-align: right;">COMPLETE</td> </tr> </tbody> </table>	Item No/Description	Action	Status	Annual Meeting of the Parish Council			3.1.1. Representation for Hill Wootton	<ul style="list-style-type: none"> • Clerk to confirm with Hill Wootton NHW and share contact information 	COMPLETE
Item No/Description	Action	Status								
Annual Meeting of the Parish Council										
3.1.1. Representation for Hill Wootton	<ul style="list-style-type: none"> • Clerk to confirm with Hill Wootton NHW and share contact information 	COMPLETE								

	3.1.2. Review of Terms of Reference for Committees	<ul style="list-style-type: none"> Clerk to draft ToRs for Communications & Engagement Committee. 	In progress
	4.1.2. Review of Policy and Strategy Documents	<ul style="list-style-type: none"> Clerk and Cllr Morgan to review Training & Development Policy 	
	4.2.1. LW&GC Health & Safety Policy	<ul style="list-style-type: none"> Clerk to publish the approved version on the website 	COMPLETE
	5.1. • Licence for Works and Deed of Covenant	<ul style="list-style-type: none"> Clerk to arrange a meeting of the Trust to consider whether to release the PC from this liability 	In progress
	11. Future Meetings	<ul style="list-style-type: none"> Clerk to ask Booking Secretary about availability on other weekday evenings 	
	Ordinary Parish Council Meeting		
	2. Public Participation – WDC & OPCC re Contract Management Plan	<ul style="list-style-type: none"> Clerk to write 2x letters accordingly Clerk to seek legal advice re Rule 6 Party status & Planning Portal requirements 	COMPLETE In progress
	3.2.	<ul style="list-style-type: none"> Clerk to proceed with Arbtech tree safety survey as quoted Car park markers: Clerk instructed to purchase 5 reflectors 	COMPLETE COMPLETE
	6.8. Leek Wootton Village Hall	<ul style="list-style-type: none"> Clerk to investigate grants 	COMPLETE
6.	Current Issues		
6.1.	Woodcote (Police HQ) Progress report		
6.2.	Planning Issues		
6.2.1.	South Warwickshire Local Plan [SWLP]		
6.2.2.	Caddick Development		
7.	Communications & Engagement Committee		
7.1.	Report on progress <ul style="list-style-type: none"> Defibrillator Appeal 		
7.2.	Future events/projects <ul style="list-style-type: none"> 05/06/2025: Meet & Greet at the Community Café 		

8. Progress Reports for information

Parish Council 'Working Parties'

- 8.1. The Playground
- 8.2. Community Café
- 8.3. Community Resilience & Emergency
- 8.4. Community Speed Watch
- 8.5. Environment Group

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.

- 8.6. Leek Wootton War Memorial Recreation Ground Trust & Consultative Committee
- 8.7. All Saints' Academy, Leek Wootton & Leek Wootton School Trust
- 8.8. Leek Wootton Village Hall
- 8.9. Leek Wootton Sports Club
- 8.10. Any other organisations
- 8.11. Community Events
 - 8.11.1. 05/06/2026: PC Meet & Greet at Community Café (See 6.2)
 - 8.11.2. 04/07/2026: School & Community Fête
- 8.12. Community Maintenance:
 - WCC Highways
 - Unadopted/Abandoned Land ('Orphaned' Plots)
 - Grounds Maintenance Contract
 - Other

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:
 - None
- 10.2. A report on the progress of current planning applications:
 - 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/26/0421 – Land East of Warwick Road, Leek Wootton - Outline application (with all matters reserved except for access to, but not within, the site) for residential development (Use Class C3), including flexible retail and/or community facility (flexible Class E(a),E(b) floorspace and Class F2(b) floorspace), land safeguarded for future use by All Saints C of E Academy, SuDS, public open space, sports pitches, landscaping and other associated works. Detailed approval is sought for a)vehicular, pedestrian and cycle access from Warwick Road, b)additional and separate pedestrian and cycle access also from Warwick Road, and c)pedestrian, cycle and emergency access from Hill Wootton Road. **(Comment due: 08/05/2026) - OBJECTION on the grounds of land being in Green Belt, access based on 50mph road, burden on local sewerage infrastructure (Sent: 08/05/2026)**

10.3. To consider new planning applications:

- W/26/0336 - 42 Tidmarsh Road, Leek Wootton, Warwick, CV35 7QP - Proposed two storey front extension and first floor side extension with formation of new covered porch on front elevation. **(Comment due: 11/06/2026)**
- W/26/0517 - 18 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of two storey side and rear extensions, single storey front extension and entrance porch. **(Comment due: 16/06/2026)**

10.4. Any other planning related issues.

11. Finance

11.1. Audit and Annual Governance & Accounting Review 2025/26 [papers circulated to all councillors in advance of the meeting]

To review the Internal Auditor's Report and consider the Period of Exercise of Public Rights.

11.1.1. To consider the Annual Governance Statement 2025/26

11.1.2. To consider the Annual Accounting Statement 2025/26

11.2. To note the [attached] Financial Report for the month to 03/07/2026.

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

12. Parish Council Administration

12.1. Communication

- Recruitment

12.2. 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

15. Date of next meeting

To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 1 July 2026 at Leek Wootton Village Hall.

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
29/05/2026