Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday, 2 September 2026 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Eldridge, Kirkwood, Morgan, Smith, D/Cllr Redford, C/Cllr Edwards, 1 member of the public and the Clerk

1.	**Apologies** None
2.	**Declarations of Interest** None
3.	**Public Participation** A resident from Hill Wootton attended and asked about the various planning issues that are affecting the parish at this time. The Chair and Councillors had an informal discussion about the current status of the following matters: • **CALA Homes/Woodcote (Police HQ)** – Outline planning permission granted, reserved matters application appears to be on hold and no progress reported recently. The PC understands that CALA has recently been acquired. • **Caddick** – Planning application/consultation with WDC • **Catesby** – On land that makes up KEN.1. north of Leek Wootton, currently at informal consultation stage with developers/land agents. • **South Warwickshire Local Plan [SWLP]** – At Regulation 19 Consultation stage; last phase before submission the government. Next stage will be assessment by the Planning Inspector. Described KEN.1., LEA.1. & LEA.2. *- The member of the public left the meeting -*
4.	**Minutes**
4.1.	The minutes of the meeting held on 1 July 2026 were approved and signed (1: Cllr Eldridge / 2: Cllr Morgan).
4.2.	To review actions from previous meeting & matters arising not on this agenda. Action list from previous meeting:

Item No/Description	Action	Status
4.2. Matters arising: Traffic Survey	• Clerk to follow up WCC Traffic Survey carrying out traffic surveys	In progress
	• Cllr Kirkwood to draft a brief for a Consultant Assessment and propose companies for Clerk to send brief and ask for a quotation	In progress

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	5.2.2. Current Issues – Planning – Caddick Development	• Clerk to share Natural England Agricultural Land Classification map with Councillors	COMPLETE
	7.1. Progress Reports for Information – The Playground	• Clerk to organise new signage	In progress
		• Chair to organise working party	COMPLETE
	7.12. Progress Reports for Information – Community Maintenance	• Notice of works not being given - C/Cllr Edwards to visit and ask questions about communications on this matter	In progress
		• Bins outside The Anchor – Chair to speak to Landlord	COMPLETE (see further action below)
		• Warwick Rural West Police Meeting, 08/07/2026 – Chair & Cllr Smith to attend	COMPLETE (see note below)
	9.3. Planning	• W/26/0846 – Cllr Eldridge to contact D/Cllrs	In progress
	10.2. Finance	• Clerk to refund Chair for weedkiller from the LWWMRG Trust Account	COMPLETE
		• Bank Account access – Clerk and Cllrs Coates and Kirkwood to confirm their access to LWWMRG Trust Account	Cllrs confirmed COMPLETE
	11.2. Training	• Clerk to follow-up and book training for Cllr Smith	COMPLETE

ACTION: 7.12. Cllr Kirkwood raised question about yard surface and foul water coming under pub gate. Chair and Cllr Kirkwood to raise with the landlord.

7.12. WRW Police Meeting – Chair and Cllr Smith attended and gave a brief update. Encouraging wider use of Community Speedwatch and setting up of Warm Hubs. Speeding, vehicle crime and burglary are key areas of concern for residents. Use 101 or Crimestoppers instead of 999 or social media (which is unmanned). A brief discussion followed about 101 not being effectively manned

CASHCASHBA: A mnemonic for members of the public who witness a crime or a suspicious activity. They are asked to try and remember details as per the letters. This is something the police are trying out in order to get better identification.

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	CASHCASHBA stands for Colour, Age, Sex, Height, Clothing, Any marks, Skin, Hair, Build, Anything being carried. **ACTION: Cllr Morgan to extend invitation to Safer Neighbourhood Team to attend the Community Café**
5.	**Current Issues**
5.1.	**Traffic & Travel**
5.1.1.	Review of Community Drop-in, 21/08/2026 Good crowd and effective. C/Cllr Edwards felt the overwhelming desire is to have average speed cameras through the villages. Cllr Morgan reported that the regular speeding car that was raised at the meeting was caught. However, it repeated the behaviour the following morning. Cycling – overtaking cyclists on double white lines; Highway Code says it is acceptable to overtake on double white lines if following a slow moving vehicle or pedal cycle. Reports via Operation Snap. **ACTION: Cllr Morgan to write follow-up report in the October Link** Constructive meeting, despite frustration at Police responses. Encouraged all to report incidents. Response to Woodcote Road 1-way scheme. Traffic lights at Anchor jct not possible due to geometry of the junction. A discussion followed.
5.1.2.	Progress Report: Commissioning Traffic Surveys (Anchor Jct) This was delayed over summer. Clerk has sent contact forms to Arup and AECOM asking for contact to email letter detailing scoping, but no response received. Cllr Kirkwood asked for a third letter to go to the consultant that had previously worked (The Traffic Consultancy). **ACTION: 4.2. Clerk to write to previous consultant (TTC) to request quote for highways scoping works.**
5.1.3.	Progress Report: WCC Traffic Surveys (4x locations in Leek Wootton) Nothing to report
5.1.4.	School Transport Capacity Issue raised that 4x over 16s have not been guaranteed seats on the bus to Kenilworth School. The Chair has met the resident who raised this issue. C/Cllr Edwards has spoken to the portfolio holder, who says no routes to Kenilworth School are currently deemed as safe for pedestrians or cyclists. WCC does not guarantee a bus place for over 16s. If there is a place available, a seat will be allocated. C/Cllr Edwards noted that the school has been moved during the students' school years, there is no safe route and WCC cannot guarantee a bus seat. Parents are unable to get them there. Taxi firms cannot help and IndieGo bus stop is Abbey End, and it does not go east of Warwick Road. A discussion followed.
5.2.	**Woodcote Car Park (Police HQ)** Nothing to report
5.3.	**Planning**

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5.3.1.	South Warwickshire Local Plan [SWLP] Cllr Kirkwood to submit consultation response by 08/09/2026. A discussion followed. **ACTION: Cllr Kirkwood to draft response** **ACTION: Clerk to submit response** D/Cllr Redford stated that there will not be regular Planning Committee meetings, going forward. This is a central Government decision. A discussion followed.
5.3.2.	Caddick and Catesby Developments The Chair asked whether the Parish Council should accept an offer to meet with Catesby. Why have they not approached the Parish Council before? Do they know where the boundaries are? It was agreed that they should present reasons for planning to build within this parish. **ACTION: Chair to arrange a meeting for Catesby to present their project**
6.	**Communications & Engagement Committee**
6.1.	Defibrillator Appeal progress report Clerk presented a financial report for the appeal to-date. Cllr Morgan reported that someone has pledged a further £1,500 and someone else has offered a defibrillator, which Cllr Morgan has checked with contact at HeartSafe, who confirmed this is a good defibrillator. Also there are applications out to WCC Councillor's Grant Fund and The Jay Foundation. Waiting to hear. Believe there is sufficient funds for 2x cabinets with defibs and bleed kits (The Anchor and Hill Wootton) and 1x cabinet for The Hamlet (for defib donated 'in kind'. The Chair recognised the involvement of the landlord at The Anchor Inn, who has not only run the Defibrillator Festival, had a bucket on the bar throughout and both the large donation and defibrillator have come via The Anchor. Sports Club plans Skittles evening in September and Quiz in October. Crowdfunder appeal has closed, but the page will remain 'discoverable'. Bucket returned to the Sports Club. **ACTION: Clerk to return bucket to The Anchor**
6.2.	*Leek Wootton Link* Clerk's Co-Editor is seeking to resign. Cllr Eldridge explained the quantity of jobs currently being undertaken by two members of the Editorial Team (gathering material, editing, setting, organising distribution, fundraising, etc.). The future of the magazine requires restructuring, etc., which is the PCC's responsibility. The PC considered formal discussions with owners about future management of this valuable community resource. The PC agreed that it has a vested interest in the future of the magazine. A discussion followed and it was agreed to write to the PCC to ask what their plan is. **ACTION: Clerk to draft letter to PCC**

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6.3.	Recruitment and Elections, 6 May 2027 The PC considered the current situation of 3x vacancies. The elections in May will include election of the 'Shadow Council' in preparation for the new Unitary Authority *[UPDATE 07/09/2026: The Government announced a review of its Local Government Reorganisation programme following updated legal advice. Warwickshire is one of 14 areas where proposals will be reviewed and paused while the Government considers whether the process is legally robust and aligned with its priorities. The Government has also confirmed that local elections scheduled for May 2027 will go ahead on existing council boundaries.]* A discussion followed. D/Cllr Redford asked whether Councillors are able to attend Civic Reception on 16/10/2026 at the Ballroom, as Andrew Cornfoot will be speaking about future of Planning. Cllr Eldridge and Clerk to consider. Cllr Morgan confirmed that Cllrs Morgan, Smith and the Clerk will continue the Communications & Engagement group. A discussion followed about community engagement and future planning.
7.	**Progress Reports for information**
7.1.	<u>Parish Council 'Working Parties'</u>
7.2.	The Playground The Chair has raked the bark in preparation for the inspection. Complaints of squeeky swings – working party to oil the shackles. **ACTION: Working party to be organised to oil shackles on swings** Gates are not self-closing effectively. Clerk has asked for information from HAGS, but told they would inspect. Chair offered to telephone. **ACTION: Clerk to forward telephone number to Chair, who will telephone HAGS to chase up**
7.3.	Community Café Cllr Morgan reported total income since starting in Jun 2025 £3,236.42 – current balance £1,354.98. Propose meeting with volunteers to decide on use of surplus funds. Breakdown of customers 70% regulars/30% non-regulars.
7.4.	Community Resilience & Emergency Clerk and Cllr Morgan are to send email out to all former Street Champions. Also has expression of interest from another resident. Chair watched WCC Cost of Living meeting on 24/07/2026. In the county those most impacted are disables, single parents, negative equity, struggling with energy costs, food access and digital exclusion. County to set up Crisis and Resilience Fund and grant fund for parish and town councils in case of need. Clerk forwarded email about the WCC Resilience Fund. D/Cllr Redford reported that WDC launched their cost-of-living grant on 02/09/2026 – grant up to £3,000. Clerk shared press release about this fund to all Councillors. A discussion followed about identifying people who may be in need.

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	Hospital to Home service – provided by the Fire Service, to transport patients.
7.5.	Community Speed Watch Following the Community Drop In about traffic, one resident has expressed interest in using the CSW equipment. A discussion followed about the current status of the Community Speedwatch initiative. **It was agreed** that the PC would like to take ownership of the CSW and claim its equipment back. **ACTION: Clerk to speak to former Cllr Kingston**
7.6.	Environment Group The Chair has been working with a small group to cut and re-seed the wild flower area. Nothing to report on The Lunch project.
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.	
7.7.	Leek Wootton War Memorial Recreation Ground Trust & Consultative Committee Cllr Kirkwood meeting with the Sports Club about rent review and bringing rent payments back 'online' to be in advance, as per the lease. It was agreed to hold a brief Trust meeting after this PC meeting. **ACTION: Trust meeting to be held after this meeting** Cricket section: The Chair made observation that the cricket nets have now been completed and there was a small opening ceremony during the summer. Football section: Tidying has begun.
7.8.	All Saints' Academy, Leek Wootton & Leek Wootton School Trust Cllr Morgan turned down their invitation to be a Foundation Governor. School Trust meeting postponed from 03/09/2026 to last week in September. School had been planning an Open Day in October and were seeking community involvement, but this date was moved to 19 September. Nothing to report on 30th anniversary celebrations. Last heard were looking for landscapers and gardening assistance to remodel the Peace Garden. Book is in final push to publication in order to have it ready for the event, as this is when it would sell. Will be looking into costs, etc.
7.9.	Leek Wootton Village Hall The Chair attended Village Hall Committee in lieu of Cllr Kirkwood. Looking at putting the rents up and anxiety about loss of regular bookings. New lease arrangement was agreed. Cleaning issues. Investigating different heating systems for the hall.

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	Next meeting 28/11/2026. LWVH has written to the Parish Council suggesting the Council increase the hours per meeting. **It was agreed** that the Council would increase the hours it pays. LWVH has also asked whether the PC would be amenable to considering moving its evening. It was agreed that the Council is open to discussion. However, it was noted by the District and County Councillors that other Parish Councils need consideration. **It was agreed** that Cllr Kirkwood should inform the Village Hall that the PC is open to discussion.
7.10.	Leek Wootton Sports Club Nothing to report.
7.11.	Any other organisations • Cllr Morgan has been in discussion with WCC Library Services and asked about their footfall. Interested in finding another location for the library to visit. Would also be happy to meet people at Community Café. A brief discussion followed and Cllr Kirkwood suggested the turnaround in Quarry Close, by the garages.
7.12.	Community Events
7.12.1.	08/10/2026: Community Drop-in – Planning (see review of Community Drop-in on 21/08/2026 under item 5.1.1.)
7.12.2.	Any other events
7.13.	Community Maintenance: • WCC Highways o Walkway on Woodcote Lane – overgrown hedge. Raised with D/Cllr Redford. o Diversion using Woodcote Lane – cleared promptly after complaint. C/Cllr Edwards update: Woodcote Lane is on system as not appropriate for any diversion. If it is used, contact WCC Highways on 01926 412515 or Police Out of Hours. o Clerk observed speed monitoring straps on approach to Hill Wootton. o Litter on Coventry Road (Skew bridge to Gaveston jct) reported by member of public. Clerk reported to WDC Contract Services. • Unadopted/Abandoned Land (‘Orphaned’ Plots) o Cllr Kirkwood informed D/Cllr Redford that the property next to the footway has been sold, so any prospective sale of the footway will require approaching new owner. • Grounds Maintenance Contract – nothing to report • Other
8.	**County and District Councillors’ reports**
8.1.	Warwickshire County Council

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	Average speed cameras cost £60-80,000 per stretch of road and £5,000 maintenance fee. Every speeder caught £35 contribution. Balsall Common etc used HS2 road safety fund. Speed surveys – Has satnav data around county. Asking for more recent versions of the data. VAS outside school is now with contractor. C/Cllr Edwards' question to WCC in September to ask portfolio holder to consider working with him to raise money finding lorries violating weight limits instead of other violations.
8.2.	Warwick District Council Other items mentioned earlier, e.g. Between 11 & 20 September Heritage Open Days. Leamington Real Tennis Club will be open to the public.
9.	**Planning**
9.1.	To note planning decisions made: • **GRANTED -** 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. **No objection (Sent: 05/06/2026)** • **GRANTED -** 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. **No objection (Sent: 05/06/2026)** • **REFUSED -** W/26/0846 - 2 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Variation of Condition 2 (approved drawings) of planning permission ref: W/25/1502 (Erection of first floor front and side extension, single storey rear extension and addition of render and cladding.) for amendments to increase the depth of the single storey rear extension. **Objection (Sent: 02/07/2026)**
9.2.	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

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	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 **- OBJECTION on the grounds of land being in Green Belt, access based on 50mph road, burden on local sewerage infrastructure (Sent: 08/05/2026)** • W/26/0527 – Stonefield, Church Lane, Leek Wootton, Warwick CV35 7QZ - Proposed erection of 1.no side extension following demolition of existing garage, 1.no side and rear infill extension, 1.no front infill extension, erection of new garage & changes to the fenestration of the dwellinghouse. **No objection (Sent: 23/06/2026)** • W/26/0627 - Little Massetts, Warwick Road, Leek Wootton, Warwick, CV35 7QR - Erection of single storey front extension incorporating a timber-framed porch; single storey side and rear extension with flat roof; hip-to-gable loft conversion to front of house with rooflight; alterations to fenestration and installation of rooflights to existing roof. **No objection (Sent: 23/06/2026)** • W/26/1066 LB - Goodrest Manor House, Rouncil Lane, Kenilworth, CV8 1NN - Installation of solar panels (pv) on south west rear roof of the south range of the former farm buildings at Goodrest Manor House. **No objection (Sent: 26/08/2026)**
9.3.	To consider new planning applications: • W/26/1172 - The Old Barn, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Proposed erection of a replacement front porch and single-storey side and rear extension, with changes in fenestration. **(Comment due: 22/09/2026)**. Councillors studied the plans **– <u>It was agreed</u> that the PC has no objection** • W/26/1203 - 2 The Hamlet, Leek Wootton, Warwick, CV35 7QW - Variation of Condition 2 (approved drawings) of planning permission ref: W/25/1502 (Erection of first floor front and side extension, single storey rear extension and addition of render and cladding.) for amendments to increase the depth of the single storey rear extension. **(Comment due: 14/09/2026) – A discussion followed and <u>it was agreed</u> to reiterate the Councils' objections.**
9.4.	Any other planning related issues. • APPEAL REFERENCE: 6012665 - SITE: Hill Farm Cottage, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP. **(Comment due by 21/09/2026)**. **<u>It was agreed</u> to reiterate the Council's objections.**
10.	**Finance**
10.1.	The Financial Report for the month to 01/07/2026 was approved. Cllr Kirkwood requested a cashflow forecast for the second half of the year.

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	ACTION: Clerk to prepare a cashflow forecast for Oct-Mar Clerk to prepare financials for review in October. **ACTION: Clerk to prepare financial paperwork for review by Cllr Kirkwood**
10.2.	The following payments were approved: • Clerk's expenses + various refunds Vch 094 £246.93 • Refund (PE): Stamps Vch 073 £13.59
11.	**Parish Council Administration**
11.1.	Training • Cllr Smith signed up for 'Councillor One – Councillor Foundations' 10/09/2026 • Cllr Morgan signed up for 2x sessions about what's next for neighbourhood plans in Dec & Feb
12.	**Correspondence for information** Nothing of note
13.	**Councillors' Reports and items for future agenda** None
14.	**Date of next meeting** To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 7 October 2026 at Leek Wootton Village Hall.
15.	**To consider the exclusion of the public and press in the public interest for consideration of the following items:**
15.1.	Personnel issues.
15.2.	Legal issues.

Signed: *R Coates (Chair)* Date: *07/10/2026*

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