

Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday, 4 November 2026 at Leek Wootton Village Hall

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

1. APOLOGIES

Cllr Kirkwood [Approved reason: Holiday] and D/Cllr Payne (apology received)

2. DECLARATIONS OF INTEREST

None declared.

3. PUBLIC PARTICIPATION

No members of the public present.

4. MINUTES

4.1. **RESOLVED:** That the minutes of the meeting held on 7 October 2026 be approved. Proposed by Cllr Morgan and seconded by Cllr Smith.

4.2 Action list from previous meeting:

Item No/Description	Action	Status
5.1.1. Commissioning Traffic Surveys (Anchor Jct)	• ACTION: Clerk to accept quote and introduce Cllr Kirkwood	COMPLETE
5.1.2. WCC Traffic Surveys	• ACTION: C/Cllr Edwards to follow up with Traffic Surveys	
5.1.3. School Transport Capacity	• ACTION: Publicity required to draw attention to this	In progress (See below)
5.4. Registering Church as Asset of Community Value	• ACTION: Clerk to research further	Carry Forward
6.2. Leek Wootton Link	• ACTION: Clerk to send letter ASAP to both the PCC Secretary and Admin email addresses	COMPLETE
7.1. Playground	• ACTION: Clerk to research repair/replacement equipment costs	Carry Forward
	• ACTION: Clerk to ask contractors to quote for adding bark maintenance to their contract	COMPLETE
	• ACTION: Chair to follow up complaint with HAGS	In progress

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Item No/Description	Action	Status
7.4. Community Speed Watch	• ACTION: Publicise need to report incidents and dashcam footage	COMPLETE
7.6. Leek Wootton War Memorial Recreation Ground Trust & Consultative Committee	• ACTION: Trust to meet after this PC meeting	COMPLETE
	• ACTION: Clerk to purchase reflectors	COMPLETE
	• ACTION: Car park markers and reflectors to be kept at store	COMPLETE
	• ACTION: Clerk to give store keys to Cllrs Kirkwood & Morgan	COMPLETE
7.8. Leek Wootton Village Hall	• ACTION: Clerk to confirm with the village hall and publicise the change	COMPLETE
7.11.1. Community Drop-in: Planning	• ACTION: Clerk to prepare slide presentation	COMPLETE
7.11.3. Community Maintenance	• ACTION: Clerk to write to contractor re Leaf Clearing	COMPLETE
11.2. Training	• ACTION: Clerk to book Cllrs onto 'Planning for Non-Planners' training (18/11/2026)	COMPLETE

5. CURRENT ISSUES

5.1 Traffic & Travel

5.1.1 Commissioning Traffic Surveys (Anchor Junction)

Members noted that an invoice had been received from the contractor. The associated survey report remains awaited.

5.1.2 WCC Traffic Surveys

No further update was available. Members noted that the survey data and report remain outstanding.

5.1.3 School Transport Capacity

Members considered correspondence regarding the operation of school transport services and the continuing inability of some over-16 students to access vacant seats on existing bus routes. Concern was expressed that the current arrangements appear inconsistent with wider objectives to reduce car journeys and encourage sustainable travel. Members noted the particular impact upon rural communities where alternative public transport options are limited.

RESOLVED: To support publication of a letter to the local press highlighting concerns regarding current County Council policy and its impact on rural communities.

ACTION: Chairman to submit amended letter to local press.

5.2 Police HQ

5.2.1 External Works at Woodcote

Members noted the significant improvements made to the site following the recent landscaping and infrastructure works. It was reported that further works relating to the entrance barrier remain outstanding.

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5.2.2 The Lunch Project

Members received a confidential update concerning discussions with Warwickshire Police regarding the future of part of The Lunch woodland. It was reported that the land may become available for sale in 2027.

Discussion focused on potential opportunities for community ownership and the practical implications of such an approach. Members considered possible funding sources, governance arrangements, legal liabilities, insurance requirements, woodland management obligations and the ongoing commitment that would be required from volunteers. Members also discussed whether a partnership approach involving external organisations might reduce risks and improve access to specialist expertise.

Whilst no commitment was made regarding acquisition of the land, members agreed that further investigations should be undertaken in order to better understand the financial, legal and operational implications before any future decision is considered.

RESOLVED:

- To continue exploratory work regarding potential community acquisition.
- To engage with community stakeholders and existing interested parties.
- To seek clarification regarding ownership, valuation, legal arrangements and future management requirements.

ACTIONS:

- **Cllr Morgan and the Chairman to meet with community representatives (The Lunch Project and Environment Group) regarding next steps.**
- **Further enquiries to be made with Warwick District Council and relevant woodland organisations.**

5.3 Planning

5.3.1 South Warwickshire Local Plan [SWLP]

Members received an update from the District Councillor. Consultation responses are currently being assessed and decisions on progression to submission to the Government are expected later in the year. Members noted the uncertainty arising from local government reorganisation proposals.

5.3.2 Caddick and Catesby Developments

Members reviewed recent information relating to proposed development sites and associated masterplan revisions. Discussion centred upon the current status of the proposals, the relationship between individual applications and the emerging South Warwickshire Local Plan, and the importance of evidence-based consideration of future development pressures.

Members expressed concern regarding traffic impacts, infrastructure capacity and protection of the village's character. It was acknowledged that opportunities may exist to secure community benefits should development ultimately proceed, although members emphasised that any such discussions would need to be informed by robust evidence and meaningful engagement with residents.

Members noted that further traffic information is anticipated later in the year and would assist future discussions with developers.

6. COMMUNICATIONS & ENGAGEMENT COMMITTEE

6.1 Defibrillator Appeal

Members welcomed the success of the community fundraising initiative and noted that sufficient funds had now been secured to enable further installations. Consideration

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was given to the preferred location for a unit serving Hill Wootton together with the practical challenges associated with providing power and ongoing maintenance at certain locations.

Members agreed that delaying orders could risk increased costs and potentially affect the availability of equipment. It was therefore considered prudent to proceed with procurement whilst continuing to examine options for the remaining installation.

RESOLVED:

- To proceed with ordering the equipment required for the current phase of the project.
- To consider any remaining funding requirement through the Parish Council budget setting process.

ACTION: Cllr Morgan to proceed with procurement arrangements.

6.2 ***Leek Wootton Link***

Members discussed the long-term sustainability of the current arrangements for production of *Leek Wootton Link*. Concern was expressed regarding reliance on a small number of volunteers and the lack of clarity regarding future editorial arrangements following anticipated changes within the existing team.

Members recognised the publication's importance as a means of communication within the community and agreed that a clearer understanding of future governance arrangements was required. Members therefore considered it appropriate to seek a formal response from the PCC regarding succession planning and longer-term responsibility for the publication.

RESOLVED: To seek a formal response from the PCC regarding future governance and operational arrangements.

ACTION: Further correspondence to be prepared and issued on behalf of the Parish Council setting out the current concerns and requesting a clear plan for the future management of the publication.

6.3 Recruitment and Elections

Members noted the forthcoming parish elections and the continuing vacancies on the Council. No decisions were required.

7. PROGRESS REPORTS

7.1 Playground

Members reviewed the annual inspection report and considered several maintenance issues identified during the inspection. Discussion focused on the condition and depth of safety surfacing, encroachment of grass into barked areas, and the need to maintain compliance with current safety standards.

Members agreed that remedial works should be progressed proactively to avoid deterioration and potentially greater future costs.

RESOLVED: To obtain quotations for remediation works including bark scraping and surface restoration works.

ACTION: Clerk to obtain quotations and report back to Council.

7.2 Community Café

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Members noted that the Community Café continues to perform well and has generated a surplus of approximately £1,400 since establishment. Volunteers expressed a preference to distribute future donations across a range of local community causes.

7.3 Community Resilience and Emergency Planning

Members received a progress report regarding the development of a local emergency planning group. Additional volunteers had come forward and further engagement work is planned.

ACTION: Clerk & Cllr Morgan to continue recruitment of Emergency Group members and Street Champions.

7.4 Community Speed Watch

Members noted there had been no recent update from the local Speed Watch co-ordinator.

Concerns were raised regarding repeated reports of excessive vehicle speeds through the parish.

ACTION: Chairman to follow up regarding the return of Community Speed Watch equipment.

7.5 Environment Group

Members noted updates relating to wildlife surveys, biodiversity initiatives and the Hedgehog Highway scheme.

7.6 Leek Wootton War Memorial Recreation Ground Trust & Consultative Committee

Members noted that work is underway to produce a modernised lease arrangement for the Sports Club following professional advice received by the Trust.

7.7 All Saints' Academy and School Trust

Members received a progress update regarding preparations for the school anniversary celebrations and publication launch. Three hundred copies of the commemorative history publication have now been printed and arrangements for displays and publicity are progressing.

7.8 Community Events

Members reflected upon recent community events and the capacity required to organise a large-scale village fête. Whilst recognising the value such events can bring to community cohesion, members expressed concern that volunteer resources are already stretched across several existing initiatives. Discussion also considered whether supporting established community events may deliver greater benefits with less organisational burden.

RESOLVED: That the Parish Council will not organise a standalone village fête during 2027 and will instead explore supporting existing community events organised by other local groups.

7.9 Community Drop-In Events

Members reviewed attendance at the recent planning drop-in session.

RESOLVED: To defer consideration of future drop-in events until the New Year when additional topics may become available for public engagement.

7.10 Community Maintenance

WCC Highways

Members discussed:

- Obstructions adjacent to Linby.

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- Highway repair issues at the Anchor Junction.
- Protective barriers at the property of David Morley.

ACTIONS:

- **Chairman to approach residents at Linby**
- **Chairman to continue discussions with Landlord at The Anchor and report back.**

Unadopted Land / Orphaned Plots

Members discussed replacement tree planting and opportunities to utilise community tree schemes.

ACTIONS:

- **Assess health of the young tree on The Meadows in the Spring.**
- **Investigate grant-funded and donated tree planting opportunities.**

Grounds Maintenance

ACTION: Obtain quotes for bark scrape-back works (playground) and associated maintenance activities.

8. COUNTY AND DISTRICT COUNCILLORS' REPORTS

8.1 Warwickshire County Council

Updates included:

- Progress on the "Bridge to Nowhere" scheme.
- Ongoing discussions regarding speed surveys and vehicle activated signs.

8.2 Warwick District Council

Updates provided throughout the meeting included:

- Local Plan progress.
- Changes to political leadership arrangements.
- Woodland ownership discussions.
- Fireworks noise complaints and policy review.

9. PLANNING

No substantive planning applications were reported (see attached Planning Report). Members discussed:

- The Hamlet application.
- Enforcement matters.
- The Gaveston Wood Cottages site.

10. FINANCE

10.1 Financial Report

The Financial Report for the period ending 4 November 2026 was received and noted.

10.2 Payments

RESOLVED: To approve the payments presented, including:

- Printer maintenance equipment.
- Postage costs.
- Office stationery and paper supplies.

10.3 Finance Committee Meeting

RESOLVED: That a meeting of the Finance Committee be held at 7:30pm on 9 December 2026.

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11. PARISH COUNCIL ADMINISTRATION

11.1 Training

Training bookings remain outstanding due to lack of confirmation from WALC.

ACTION: Clerk to follow up all training bookings and dates.

12. CORRESPONDENCE

Members considered a request from the Warwickshire Geological Conservation Group to install an interpretation board within the parish.

RESOLVED: To support the proposal in principle and authorise the Clerk to respond accordingly.

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 Tuesday, 5 January 2027 [NOTE CHANGE OF DAY, as agreed on 07/10/2026] 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 - none

15.2 Legal issues - none

Signed: ..... Date: .....

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