



Minutes of the Parish Council Meeting held on Tuesday, 14 June 2016, in the Committee Room, Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates (Vice-Chairman), Eassom, Eldridge, Kirkwood, Knott, Moore, Tunkle, D/Cllr Mrs Gallagher, Miss Eldridge (Clerk)

1.	<p><b>To accept apologies for absence</b> C/Cllr Mrs Compton, D/Cllr Mr Whiting</p>
2.	<p><b>Declarations</b></p> <p>2.1 None</p>
3.	<p><b>Public Participation</b></p> <p>3.1 No members of the public present</p>
4.	<p><b>Minutes</b></p> <p>4.1 The minutes of the Annual Meeting of the Parish Council on 10 May were approved and signed off.</p> <p>4.2 There were no matters arising from the minutes.</p>
5.	<p><b>Planning</b></p> <p>5.1 To note planning decisions made</p> <ul style="list-style-type: none"> <li>• W16/0571 - Goodrest Manor House, Rouncil Lane, Kenilworth CV8 1NN – No Objection sent by LW&amp;GCPC. <b>GRANTED</b></li> <li>• W16/0572 LB - Goodrest Manor House, Rouncil Lane, Kenilworth CV8 1NN – No Objection sent by LW&amp;GCPC. <b>GRANTED</b></li> </ul> <p>5.2 Planning applications:</p> <p>5.2.1 W16/0483 - Ivy Cottage, Woodcote Lane, Leek Wootton CV35 7QF – <b>NO OBJECTION</b> submitted by email</p> <p>5.2.2 W16/0852 - Club House, The Warwickshire, Warwick Road, Leek Wootton, Warwick, CV35 7QT – extension of car park to provide additional 70 spaces.</p> <p>Notification was not received by Clerk due to an IT error and the deadline for responses has passed, but the Clerk is following this up with the Planning Officer and will forward the Council's response as soon as possible.</p> <p>Cllr Smith acknowledged comments circulated by email including the objection based on green belt development. Cllrs Smith and Coates met with The Warwickshire on 14 June to discuss the application and developments. Cllr Smith showed the AECOM report and potential development at Warwickshire and he was told that there are no further development plans, at this time, beyond finishing the hotel (due to open on 6 September) and no suggestion that the hotel will be extended, if successful. With reference to the applications the Cllrs have asked that planting is extended to screen the additional parking and also for improvement to the pedestrian access from the Warwick Road towards the hotel and leisure centre.</p> <p>Response to planning application should be 'No Objection', but to register concerns about further erosion of 'green belt' and the request to improve pedestrian access to The Warwickshire from Warwick Road. [this response was sent by email on 15/06/2016]</p> <p>5.3 The Old Post House</p> <p>A potential planning application for building works is currently 'withdrawn' pending re-application. The property owner has updated the Council on the current situation by letter and we will await formal application notification.</p>

6.	<p><b>Neighbourhood Plan</b></p> <p>6.1 No major progress, but for minor amendments to the concluding document. The steering group will be meeting on Thursday, 16 June. The transport section has been re-drafted and there will be an addendum containing comments received during consultations and 5 public meetings will be taken into account. The next draft will be the approval draft and will hopefully be available in hard copy for review by the whole Parish Council by July.</p> <p>A NDP flyer will be produced at the time of public consultation that will contain FAQs.</p> <p>6.2 What is the current position with Warwickshire Police and Woodcote? Place Partnership is waiting for the Local Plan. They do not wish to be too definitive at this stage, but are proposing 125 homes on the land. Warwick District Council will require a 'master plan', hence the descriptive rather definitive nature of the Leek Wootton &amp; Guy's Cliffe plan.</p> <p>In response to concerns about additional traffic at the Anchor junction, Place Partnership does not regard there will be any additional impact. Additional traffic movements were considered within the previous planning application for the proposed new headquarters building behind Woodcote some years ago, which was granted, and the current proposal is a reduction in movements per day.</p>
7.	<p><b>Finance</b></p> <p>7.1 The Annual Financial Report, which has been signed off by the internal auditor, was signed off by the Parish Council.</p> <p>7.2 The circulated Financial Report was reviewed.</p> <p>The annual grant to the Sports Club is approved, however in consideration of the damage to trees and general maintenance issues in the north west corner of the recreation ground, the Council wishes to withhold this grant until evidence of improvement of this area, as agreed by the Sports Club, is observed. Cllr Eassom will relay this decision to the Sports Club.</p> <p>There was a discussion about whether the management of the War Memorial Recreation Ground is Parish Council business. The recreation ground belongs to the community, managed by the Board of Trustees on its behalf, and the Parish Council is acting as a representative of the Community.</p> <p>7.2 Approval of payments</p> <ul style="list-style-type: none"> <li>• £286.50 to Fairways for playground maintenance</li> <li>• £43.59 to Helen Eldridge for expenses</li> <li>• £48.00 to Quicknetuk Ltd for Community Hubsite</li> <li>• £600.00 to annual grant All Saints' Church/The Link</li> </ul>
8.	<p><b>Playground</b></p> <p>8.1 Cllr Coates reported that he emptied all three waste bins in the playground himself in advance of the fete and celebrations on Saturday, 11 June. The Clerk is to investigate when these bins are scheduled to be emptied.</p>
9.	<p><b>War Memorial Recreation Ground</b></p> <p>9.1 Access Layby</p> <p>Work on the area at the bottom of the access drive is to take place at the end of July. The Council has been successful in obtaining a grant for £3,000 from WRW Community Forum and has received contributions from the Village Hall Committee and Horticultural Society, leaving a maximum of £300 outstanding to pay for these works. The Council agreed to underwrite the balance.</p> <p>There was a discussion about how to make access and egress safer. Signage advising drivers to Kenilworth that there is no left turn thus requiring them to turn right and proceed to the roundabout and turn back northward. This will be reviewed when the</p>

work is completed.

9.2 Car Park

A soak away test will take place on Thursday, 16 June.

Cllrs Eassom, Coates and the Chairman of the Trustees met Planning Officer, Gary Fisher to discuss planning for a rearranged and surfaced car park for 37 marked spaces and extension onto the grass area with mesh support, including removal of the self-seeded trees. He has gone away to speak to WCC Highways. The Cllrs have advised him that WCC Highways have looked at it, relating to the layby works.

10. **Community Maintenance**

10.1 Progress Report circulated prior to meeting

10.2 Ben Tebby – meeting to be arranged with Ben, Cllr Smith and the Clerk to discuss an arrangement for ongoing works throughout the year.

Ben has been asked to clear the overgrown vegetation on the tinker tank path as soon as possible.

10.3 Dog Waste bins – WDC has advised that it does not install dog waste bins into any areas, in fact it is actively phasing them out in favour of multi-purpose litter bins in which dog waste can be mixed with the general litter, the advantage being greater capacity and versatility. The Councillors reviewed the condition of all seven dog waste bins and agreed that they were in need of replacement. The Clerk is to investigate the options for replacement with WDC.

10.4 Maintenance of Rights of Way

Successes:

- Work has been undertaken to restore the footpath to Kenilworth to its original width.
- The manhole that was inaccessible due to an overgrown hedge in Hill Wootton can now be accessed to assess the cause of flooding in Hill Wootton. Cllr Kirkwood is following up with WCC Highways for a progress report.

New Issues/Observations:

- Hill Wootton Road, under the A46 bridge was flooded after heavy rain on 14/06/2016, but drained quickly.
- Advised that Woodcote Lane is to be resurfaced. Cllr Smith has observed that there are yellow markings, which may indicate patching rather than resurfacing. Cllr Kirkwood to confirm.
- Warwick Road, footpath south of the school – hedge is overgrown and making footpath impassable. Cllr Knott to speak to the school about cutting this back.
- Warwick Road, 30mph sign on approach to Leek Wootton from Kenilworth is obscured by vegetation. Cllr Kirkwood to advise WCC Highways.

10.5 Other

- Learner Drivers on the Hamlet Estate  
Clerk to write to the Test Centre to raise issue and ask them to advise driving schools not to practice 3-point turns and other manoeuvres on The Hamlet entrance, but to proceed further into the estate before doing this, as, combined with roadside parking in this area, this causes inconvenience to other drivers.

11. **County and District Councillors' Reports**

11.1 Warwickshire County Council – No report was submitted.

11.2 Warwick District Council

D/Cllr Gallagher advised that residents will now have to pay for replacement grey bins, green bins and recycling boxes and bags, if lost or damaged. Grey and green bins will

