



Minutes of the Meeting of the Parish Council held on Tuesday, 13 March 2018, at All Saints' Church, Leek Wootton

Present: Councillors Smith (Chairman), Coates, Eassom, Eldridge, Kirkwood, Knott, Moore, D/Cllr Gallagher and the Clerk

1.	<p>To accept apologies for absence</p> <p>Cllr Tunkle, D/Cllr Whiting and C/Cllr Redford</p>
2.	<p>Declarations of interest</p> <p>None</p>
3.	<p>Public Participation</p> <p>None present</p>
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 13 February 2018 were approved and signed.</p> <p>4.2. Matters arising and not included on the agenda: Item 7.4.5 – Date for installation of 'No right turn' sign confirmed by C/Cllr Redford as 26/03/2018.</p>
5.	<p>Speeding Traffic</p> <p>Warwick Rural West Community Forum Meeting on 01/03/2018 was cancelled due to snow, when the Chairman was proposing to consult the Safer Neighbourhoods Team about further monitoring. This meeting will now take place on 12/04/2018. Chairman will attend, but feedback from the Forum's planning meeting suggests that further monitoring by Police is unlikely to be made available.</p> <p>Traffic monitoring and calming is now an issue for the Council to plan for. A discussion followed and it was decided that a consultation with residents will be initiated at the NDP Public Meeting on 27/03/2018. A survey to be composed for distribution at the meeting and all residents afterwards.</p> <p style="text-align: center;"><i>Cllr Knott to compose survey</i></p>
6.	<p>Replacement Bins in Leek Wootton</p> <p>Warwick Rural West Community Forum Meeting on 01/03/2018 was cancelled due to snow, at which the grant should have been approved. D/Cllr Gallagher advised that those applications were approved by the officers of the Forum away from the meeting.</p> <p style="text-align: center;"><i>Clerk to await confirmation of the grant.</i></p>
7.	<p>Playground and General Maintenance Contract</p> <p>Cllr Kirkwood has prepared and circulated a draft contract and letter of invitation to tender to the Chairman and Vice-Chairman. A discussion followed to confirm the remit of the contract and, once finalised will be sent out.</p> <p style="text-align: center;"><i>Clerk to distribute finalised invitations to tender once finalised.</i></p> <p>The Clerk wrote to the Village Hall (28/02/2018) to invite discussion about contributing to cost of the contract for Village Hall 'garden'. Cllr Eassom stated that the Village Hall committee has proposed contributing 20% as proportionate to the land under the contract.</p>

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The Chairman has undertaken ad hoc work to cut back the hedge south of the school entrance, which was overhanging the public footpath. In response to residents' expressions of support, it was suggested that a 'community task force' might be established with volunteers helping to maintain several 'orphaned' hedges around the parish. Insurance for such an initiative needs to be investigated before proceeding.

Clerk to inquire with the Council's insurers

8. Progress Reports for information

8.1. The Playground (Cllr Coates)

Cllr Tunkle was to investigate rubber bark for the playground, but was not present to report. The Chairman visited Abbey Fields to see the product in situ and was impressed.

8.2. Leek Wootton War Memorial Recreation Ground (Cllr Eassom)

Outline plan for the car park was submitted. The charge, calculated by acreage was £1,848. Cllrs Coates and Eassom met with the planners to discuss this charge and were advised to submit a full planning application (£117) and the £1,848 will be refunded.

8.3. Community Engagement / Events:

8.3.1. 01 May 2018 – Annual Parish Assembly

David Barber, Head of Development at WDC has confirmed that he will attend

8.3.2. 16 Jun 2018 – Parish Summer Fête

Progressing well. Next planning meeting will be 02/05/2018

8.3.3. 11 Nov 2018 – Battle's Over: A Nation's Tribute

The Chairman has not been successful in making contact with the landowner to date. He and Cllr Coates will knock the door. May also need to talk to the farmer that the land is let to.

8.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)

No update as WCC Highways contact is currently on leave.

Observation made that Severn Trent Water's repair on Tidmarsh Road is settling.

Woodcote Lane – ponding issues continue after recent snow and heavy rain.

The Leek Wootton village sign in Hill Wootton Road (east of A46 underpass) has gone missing.

Cllr Kirkwood to inquire with WCC Highways about replacement

- Other (Clerk)

Anchor Inn – No further contact with WDC Environmental Health, but some tarmac has been laid in the puddle, which would suggest the pub has responded to comments by WDC EH, although the issue is not resolved.

Guy's Cliffe footpath at rear of the Saxon Mill is closed due to damage to the footbridge. The Council was not informed of the closure (06/02/2018) and it will continue for 6 months.

Clerk to monitor ongoing situation

Initial: CS

<p>9.</p> <p>9.1.</p> <p>9.2.</p>	<p>County and District Councillors' reports</p> <p>Warwickshire County Council C/Cllr Redford was not present at the meeting but provided information given in Item 4.2</p> <p>Warwick District Council D/Cllr Whiting was not present at the meeting but provided statement that, <i>“the most important event recently was confirmation of the new Council Tax charges for 2018/19 - +£5 on a band D house”</i>. D/Cllr Gallagher added that this places WDC in the bottom quartile nationally. D/Cllr Continued: The Leisure Centre rollout is nearing its end and has proved a great success; WDC is receiving twice as much income than originally expected. The performance of waste collection during the recent bout of severe weather was good, with only 1 day being lost. Cllr Kirkwood asked about the Housing Minister, Sajid Javid’s recent statement that local councils that do not meet housing targets may be stripped of planning powers and how this may affect WDC. D/Cllr Gallagher said that WDC has a valid local plan in place, which should provide protection from this accusation.</p>
<p>10.</p> <p>10.1.</p> <p>10.2.</p> <p>10.3.</p>	<p>Planning</p> <p>To note planning decisions made:</p> <ul style="list-style-type: none"> • W/17/2381: 8 Tidmarsh Road - Erection of a two storey side/rear extension; single storey rear extension and front porch – No objection (sent 29/01/2018) – GRANTED • W/17/2419: Oakbank, 26 Hill Wootton Road - Erection of a single storey front extension – No objection (sent 29/01/2018) – GRANTED • W/18/0087: 34 Hill Wootton Road - Erection of two matching white rendered masonry pillars to form a driveway entrance and fit gate/s per drawing. Pillars to be 600mm square and 1600mm high. Gates to be anthracite grey to match existing garage doors and window frames of house – No objection (11/02/2018) – GRANTED • W/18/0125: 10 The Hamlet - Erection of a single storey side garage extension, first floor side extension and two storey rear extension following the demolition of the existing rear extension – No objection (sent 02/03/2018) - GRANTED <p>A report on the progress of current planning applications:</p> <ul style="list-style-type: none"> • W/17/2351: 65 The Hamlet - Conversion of existing garage to habitable space and associated external alterations, erection of detached garage, erection of retaining wall and other external alterations to the main dwelling – Objection (sent 14/02/2018) <p>To consider new planning applications:</p> <ul style="list-style-type: none"> • None
<p>11.</p>	<p>Neighbourhood Development Plan</p> <p>A date for the referendum has been confirmed as 03/05/2018. The submitted NDP, Examiner’s report and modified NDP are now all available on the Council website. The public meeting, scheduled for 27/03/2018, is to be an opportunity for the Council to promote a ‘Yes’ vote. A discussion followed. <i>The Chairman to draft text for information leaflet drop</i> <i>The Clerk to produce leaflets for inclusion in The Link and other</i></p>

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	<p style="text-align: center;"><i>distribution</i></p> <p>It was discussed whether it would be appropriate to invite Place Partnership to this meeting. The decision was taken that this would not be constructive to the discussion about the referendum, as the PP Masterplan document may confuse the issue.</p> <p>The Chairman reported having had an informal conversation with the Police and Crime Commissioner about the progress of the Place Partnership Masterplan. It was reported that the Kenilworth Town Neighbourhood Plan, which is still at the pre-submission stage, is available to view online at https://www.kenilworthweb.co.uk/your-council/about/groups-and-committees/neighbourhood-plan-wp. It now includes a roundabout to facilitate additional access onto Warwick Road at Wootton Grange, as suggested by members of this Council.</p>
12.	<p>Finance</p> <p>12.1. The Financial Report for March 2018 was noted. Payments were approved as follows:</p> <ul style="list-style-type: none"> • Training: GDPR Made Simple (03/05) £15.00 • Clerk's Expenses (FEB/MAR) £44.89 • Expenses: Community Hubsite Hosting £48.00 • NDP: Post examination modifications £1,912.80
13.	<p>Parish Council Administration</p> <p>13.1. Parish Council Meetings and Disability Access</p> <p>The change of venue to All Saints' Church was successful. The Clerk has written to the Village Hall to inquire about any plans to provide disabled access to the upstairs Committee Room. Initial informal feedback is not hopeful. It is considered that it may be necessary to hold future Council Meetings elsewhere so that disabled access is available to all.</p> <p style="text-align: center;"><i>Clerk to await formal response from Village Hall and inquire of Booking Clerk about availability of main hall on a regular date.</i></p> <p>13.2. Email/Website & GDPR issues</p> <p>The Clerk is to attend General Data Protection Regulation (GDPR) training on 17/03/2018 and Cllr Eldridge will attend a second session in May. This is in advance of new legislation coming into effect on 25/05/2018</p> <p>The Chairman and Clerk have been discussing the advantage of obtaining official emails for all Councillors. The Clerk is investigating options for software packages/services that can provide secure email.</p>
14.	<p>Correspondence for information</p> <ul style="list-style-type: none"> • Cllr Kirkwood asked about the email dated 23/02/2018 from Street Naming and Numbering, WDC. A discussion followed about the advantage of submitting some street names for approval, so that future developments are given street names that are appropriate to the parish.
15.	<p>Councillors' Reports and items for future agenda</p> <p>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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u></p>

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16.	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 10 April 2018. The location is to be confirmed pending item 13.1.
17.	To consider the exclusion of the public and press in the public interest for consideration of the following items:
17.1.	Personnel issues – None
17.2.	Legal issues – None

Signed: Colin Smith (Chairman)

Date: 10/04/2018

Initial: CS