



The Civil Parish of

Leek Wootton & Guy's Cliffe

To Members of Leek Wootton & Guy's Cliffe Parish Council

You are duly summoned to attend the Annual Meeting of Leek Wootton & Guy's Cliffe Parish Council, to be held at 7:30pm on TUESDAY, 8 MAY 2018 at ALL SAINTS' CHURCH, LEEK WOOTTON

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>Annual Meeting of the Parish Council Business</p> <p>1.1 Appointment of Officers</p> <p>1.1.1 Election of Chairman</p> <p>1.1.1.1 To receive the Chairman's Declaration of Acceptance of Office</p> <p>1.1.2 Election of Vice-Chairman</p> <p>1.1.2.1 To receive Councillor's Acceptances of Office together with Declaration of Interests, if they have changed</p> <p>1.2 Review of Policy Documents www.leekwootton.org.uk/the-parish-council/parish-council-policy-statements</p> <p>1.2.1 Standing Orders [Draft Attached] Amended as per new NALC Model Standing Orders 2018 [see attached LO4-18 for further information]</p> <p>1.2.2 Financial Regulations [Draft Attached] Amended as per NALC Model Financial Regulations, updated 2016</p>
2	<p>Apologies</p> <p>To receive apologies and to approve reasons for absence.</p>
3	<p>Declarations of Interest</p> <p>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</p> <p>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>

Helen Eldridge | Clerk to the Parish Council

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5	Minutes
5.1	Approval of the minutes of the ordinary meeting held on 10 April 2018.
5.2	To consider matters arising from the minutes of the previous meeting and not included on the agenda.
6	Traffic Calming To discuss progress on the issue of traffic through the parish. To review results of traffic calming survey, launched 27/03/2018 [updated results attached]
7	Replacement Bins in Leek Wootton Progress report.
8	Playground and General Maintenance Contract Progress report.
9	Progress Reports for information
9.1	The Playground (Cllr Coates)
9.2	Leek Wootton War Memorial Recreation Ground (Cllrs Coates & Eassom)
9.3	Community Engagement / Events:
9.3.1	01 May 2018 – Annual Parish Assembly Review of event
9.3.2	16 Jun 2018 – Parish Summer Fête
9.3.3	11 Nov 2018 – Battle’s Over: A Nation’s Tribute
9.4	Community Maintenance: <ul style="list-style-type: none"> • WCC Highways (Cllr Kirkwood) • Other (Clerk)
10	County and District Councillors’ reports
10.1	Warwickshire County Council
10.2	Warwick District Council
11	Planning
11.1	To note planning decisions made: <ul style="list-style-type: none"> • None
11.1.2	Report on Planning Committee, 24 April 2018 <ul style="list-style-type: none"> • W/17/2150: Land On The East Side Of, Warwick Road, Kenilworth - Outline application with all matters reserved except for access for the erection of up-to 125 dwellings together with vehicular/pedestrian access from Warwick Road; Green Infrastructure including a play area, other open space and landscaping; sustainable drainage; and other related infrastructure.
11.2	A report on the progress of current planning applications: <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) • W/18/0544: Village Hall - Proposed alterations and extension to existing car park including creation of new overflow parking area and footpath link to existing play area – No Comment (applicant)
11.3	To consider new planning applications: <ul style="list-style-type: none"> • W/18/0693: Anchor Inn - Proposed demolition of flat roof boiler house and erection of ground floor extension providing staff toilet, kitchen prep area and covered

access to existing cellar drop – (Comment due: 18/04/2018 (extended due to public notice being posted 27/04/2018))

12	Neighbourhood Plan
12.1	Report on referendum result
12.2	Street Name suggestions [list of ideas submitted by Leek Wootton History Group attached]
13	Finance
13.1	Annual Governance and Accountability Return 2017/18 To resolve that this Council is eligible to return a Certificate of Exemption [For further information, please see attached DRAFT <i>Annual Governance and Accountability Return 2017/18 Part 2</i> for eligibility criteria and <i>Financial Statement 2017/18</i>]
13.2	To note the [attached] Financial Report for May 2018
13.3	To approve payments as listed on Financial Report
14	Parish Council Administration
14.1	2018/19 Meetings [list attached]
14.2	Email/Website & GDPR issues
15	Correspondence for information To note the items of correspondence [list attached]
16	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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u>
17	Date of next meeting To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 5 June 2018 at Leek Wootton Village Hall.
18	To consider the exclusion of the public and press in the public interest for consideration of the following items: Personnel issues. Legal issues.

Signed:



Helen Eldridge
Clerk to the Parish Council
2 May 2017