



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 2 OCTOBER 2018, at ALL SAINTS' CHURCH, LEEK WOOTTON

Present: Cllrs Smith (Chairman), Coates, Eldridge, Kirkwood, Knott and Tunkle, D/Cllr Gallagher, the Clerk and one member of the public

1.	Apologies for absence Cllrs Eassom and Moore, D/Cllr Whiting and C/Cllr Redford
2.	Declarations of Interest None
3.	Public Participation A member of the public sat in to listen to the proceedings of the meeting.
4.	Minutes 4.1. The minutes of the parish council meeting held on Tuesday, 4 September 2018 were approved and signed. 4.2. Matters arising not on agenda: None
5.	Progress Reports for information 5.1. Playground (Cllr Coates) Contacted original supplier of wood-chippings to check condition. Advised that to achieve recommended 300mm depth of chippings will require 75m ³ , which will cost £3,300. Installation included will bring cost to £4,950. These are treated pallet chippings that will not rot down. A discussion followed and it was noted that the key locations that require new chippings are in the immediate vicinity of the play equipment. It was decided to wait for the RoSPA safety inspection which is due shortly and follow recommendations given in that report. A working party is required to undertake some work in the playground, including cutting back the laurel hedge. <i>Volunteer Task Force to undertake maintenance in the playground (scheduled for 9/10/18)</i> 5.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates) A second quote has been received for car park work. Currently the cost is between £100,000 - £130,000 + VAT. This project will be zero rated for VAT. It will be necessary to obtain appropriate certification of exemption prior to any works in order to avoid any VAT being included on invoices. It was also noted that the finances of the project will need to be kept quite separate from the PC accounts in order to avoid any compromise to the financial status of the PC. A discussion followed about fundraising and grant opportunities that are available. A discussion also took place about the knee-rail fencing for the memorial area and whether this could go ahead before separately from the contracted car park work. This would ideally take place after the gyratory system has been established and cars no longer have to pass on the driveway. Removing the trees and lamppost to establish the new entrance can take place. <i>Cllr Coates & Smith to prepare and submit an expression of interest for WCC's Warwickshire Placemaking Fund by 05/11/2018</i> <i>Cllr Tunkle to obtain a quote for knee-rail fencing</i>

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Cllr Coates/Eassom to investigate removal of lamppost and trees to cut a new entrance as soon as possible

5.3. Community Engagement:

5.3.1. Volunteer Task Force

Uptake on the task force has been disappointing. There is currently an appeal for volunteers to sign up for email notification of future task force events and 1 person has volunteered so far.

A discussion followed about the pros and cons of a residents' association that could take on some of the responsibilities for jobs around the parish, as in Burton Green. It was agreed that this idea is something that potential interest should be explored by The Link.

5.3.2. 11/11/2018: Battle's Over

Cllr Coates explained preparations for Remembrance Sunday and the beacon lighting. Cllr Coates has received an offer of wood from Hintons Garden Centre, who have disassembled old huts on the site.

Cllr Eldridge has contacted local farmer, John Semple about use of his tractor and trailer and will contact Paul Semple, who is a fencing contractor, about digging for a post.

The Chairman to speak to Police about taking wood from The Lunch. (*Approval for this has now been obtained*)

Cllr Eldridge contacted Sweet Pee about providing mobile toilets and was told this would cost £600. No further action.

Glenn Rayner of The Warwickshire has offered to provide drinks for a donation of £1 each, which will go towards charity. Cllr Coates to contact Mr Rayner about this and wood storage on site.

Cllr Coates to contact Hintons and The Warwickshire

Cllr Eldridge to contact the Semples

Chairman to contact Warwickshire Police

5.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - There are no plans for resurfacing the B4115 between skew bridge to the Chesford, although there are plans for some patching near the Chesford. Cllr Knott asked whether this might be put forward to WCC Highways for future work.
 - No date yet for permanent repair to pavement outside Puffins, Warwick Road. (*Work in progress 05/10/18*)
 - Leaves and drains will be issue in autumn months.

The Chairman noted that the Hill Wootton 50 mph speed signage has been turned and road sidings are overgrown. Also the Police Headquarters sign at the Woodcote Lane jct has also been turned.

Cllr Coates noted 2 street lights that are out on Warwick Road. This is in addition to lights elsewhere in the village already noted.

 - *Cllr Kirkwood to follow up issues raised*
- Grounds Maintenance Contract
 - Cllr Coates asked whether Councillors were satisfied with the contractors' work. Cllr Kirkwood suggested that the dry weather this summer has made it difficult to monitor. It was agreed that the contract continue for a second year before making a decision.
- Other (Clerk)
 - The Chairman has taken delivery of the new grit bin for Croft Road.
 - *Cllr Kirkwood to liaise with WCC Highways to get the bin located and filled at the same time. Locating it whilst empty will make it vulnerable to being moved.*

Initial: CS

- The Clerk has received a reply about insurance for roadside planters and the Parish Council agrees to take ownership for insurance purposes as per WCC Highways' requirements.
 - *Clerk to contact Leek Wootton & District Horticultural Society to explain the Council's findings. Clerk should also suggest the Society may consider applying for a grant from the Warwick Rural West Community Forum.*

6. County and District Councillors' reports

6.1. Warwickshire County Council
No report

6.2. Warwick District Council

- D/Cllr Gallagher informed the Council that following withdrawal of the Conservative Party whip, she has now been removed from all WDC Committees and her role as Parish & Town Councils Champion. She nevertheless remains as an independent District Councillor and the Parish Council expressed its continuing support for her as its WDC representative.
 - WDC now has a hostel for rough sleepers in Warwick
- D/Cllr Whiting submitted the following with his apologies:
- Phase 2 of the upgrading of our leisure facilities (which concerns Kenilworth) is now getting under way, as the work in Leamington and Warwick concludes. The consultation process is due to begin shortly.
 - Work continues on the WDC HQ relocation project - if Council approval is to be granted before the May elections, expect news on this topic in the next month or so.

7. Planning

7.1. To note planning decisions made:

- 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) – WITHDRAWN BY APPLICANT [*Clerk checked online and found withdrawn – not notified by WDC*]
- W/18/0878: Mulberry Cottage, Warwick Road, Leek Wootton, Warwick, CV35 7QU - Application for the variation of condition 2 (plan numbers) of planning permission W11/1431 - Proposed conversion of redundant barn into holiday accommodation, to allow for alterations to the originally approved design (retrospective) – No objection – WITHDRAWN BY APPLICANT
- W/18/1351: 12 Woodcote Drive, Leek Wootton, Warwick, CV25 7QA – Erection of detached garage with home office - No objection/comment – WITHDRAWN BY APPLICANT

7.2. A report on the progress of current planning applications:

- None

7.3. To consider new planning applications:

None

7.4. Cllr Eldridge is remaining in contact with WDC Planning Department about progress with Police HQ, Home Farm Paddock and the missing stocks from the Saxon Mill. No responses have been received to-date.

8. Finance

8.1. The 2018/19 Budget Progress Report (APR-SEP) and Financial Report for October 2018 was noted. It was agreed that the column headed "underspend" should be relabelled "variance".

Cllr Kirkwood asked that a forecast of expected payments be included in the Budget Progress Report in future. The Clerk added that a note about the unexpected payments

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	from Office Expenses had not exported to PDF. An amended Budget Progress Report including this information is attached.	
8.2.	The following payments were authorised: Vch 71: Office expenses (Sep)	£12.00
9.	Parish Council Administration	
9.1.	Cllr Tunkle and the Clerk will meet later this week to set up his email account.	
10.	Correspondence for information	
10.1.	Noted	
11.	Councillors' Reports and items for future agenda	
	<ul style="list-style-type: none"> • Elections, May 2019 The Chairman reminded that all councillors will necessarily stand down in May 2019 and those wishing to may offer themselves for re-election. Since it is possible that not all councillors will stand for a new term, informal exploration of possible alternative candidates is in progress. 	
12.	Date of next meeting	
	To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 6 November 2018 at Leek Wootton Village Hall.	
13.	To consider the exclusion of the public and press in the public interest for consideration of the following items:	
13.1.	Personnel issues –	
13.2.	Legal issues –	

Signed: Colin Smith (Chairman)Date: 06/11/2018Initial: CS