



## Leek Wootton & Guy's Cliffe Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday, 6 November 2018, at Leek Wootton Village Hall

**Present:** Councillors Smith (Chairman), Coates, Eassom, Eldridge, Knott, Moore, Tunkle, C/Cllr Redford, D/Cllr Whiting, 2 member(s) of the public and the Clerk

1.	<p><b>Apologies for absence</b></p> <p>Cllr Kirkwood and D/Cllr Gallagher</p>
2.	<p><b>Declarations of Interest</b></p> <p>None</p>
3.	<p><b>Public Participation</b></p> <ul style="list-style-type: none"> <li>• Kim Slater, Chief Executive, Warwickshire Rural Community Council (WRCC), addressed the Council about its Housing Needs Survey. The current survey was completed in 2013 and they have a life expectancy of 5 years. WRCC will work with the Council to carry out a new survey at no cost to the Council.</li> </ul> <p>The Chairman agreed that an up-to-date Housing Needs Survey would compliment the Council's made Neighbourhood Plan. A discussion followed and a plan was agreed with Mr Slater to attend the January 2019 in order to agree parameters and to begin work on a new Survey.</p> <ul style="list-style-type: none"> <li>• A resident and prospective Councillor attended to observe.</li> </ul>
4.	<p><b>Minutes</b></p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 2 October 2018 were approved and signed.</p> <p>4.2. Matters arising not on agenda: None</p>
5.	<p><b>Progress Reports for information</b></p> <p>5.1. Playground (Cllr Coates)</p> <p>The working party in the children's playground was timely as the RoSPA inspection was carried out on 15/10/2018. There were no major issues of concern, some minor issues which include, as expected, the depth of bark chippings under the swings and other equipment. A supply of new chippings will be brought in in the new year.</p> <p>Advice was received from the RoSPA inspector that the shackles on the swings and the tyre swing need thorough inspection. This will be carried out in Spring 2019.</p> <p style="text-align: center;"><i>Cllr Coates to arrange for purchase of new chippings</i></p> <p>5.2. Leek Wootton War Memorial Recreation Ground (Cllr Coates / Cllr Eassom)</p> <p>Stakeholders are struggling to obtain 3 quotations, despite having shown 7 contractors around the site. A third quote is a requirement before fundraising and grants can be applied for, but investigations have been undertaken with various grant-awarding bodies.</p> <p>The Chairman made the observation that dividing the project into 2 phases may improve the manageability of the project for contractors. It may also be necessary to scale-back the project.</p> <p style="text-align: center;"><i>Cllr Coates and the Clerk to look into the online registration for Spacehive crowdfunding website, once the Remembrance Day events are concluded</i></p> <p>Cllr Tunkle is to meet with a contractor on Friday, 09/11/2018 to measure-up for knee-rail fencing in front of the memorial stone and arboretum and a quotation should be available.</p>

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Cutting through to create a gyratory system in the car park was discussed. This will cause the loss of several parking spaces, so will not be done prior to the contractors beginning work.

5.3. Community Engagement:

5.3.1. Volunteer Task Force – future dates and locations

The Clerk asked that future dates and locations are decided well in advance so that the information can be published in *The Link* and volunteers can be notified.

It was agreed that there is not likely to be any further Task Force events before Christmas. The Clerk raised the issue of the condition of the grit bins in Hill Wootton, which are damaged and overgrown. This will be a short job, not requiring the full Task Force.

5.3.2. 11/11/2018: Battle's Over Beacon of Light

Councillors have collected wood, with the support of staff and a trailer from Broad Lane Leisure, which has been deposited in one of Cllr Moore's barns. This will be taken to the beacon site on 07/11/2018 and building will take place the next day, with staff from The Warwickshire.

Planning for other Remembrance events are well under way and it is shaping-up to be a successful day. The Chairman also complimented the display at All Saints' Church.

5.4. Community Maintenance:

- WCC Highways (Cllr Kirkwood via email)  
Permanent repairs to the pavement at the puffins have been undertaken and the various displaced sign posts that were discussed at the last PC meeting have been restored to their correct directions. Lighting repairs on Woodcote Lane have been completed. WCC have been advised on the new salt bin on Croft Road but I have not yet had confirmation that it is on their schedule to fill. Road repairs and leaves will be an ongoing issue over the next months as the temperatures drop.

Cllr Knott informed the Clerk of two lights not working in Tidmarsh Road and The Hamlet and the Clerk advised that, despite reporting the lamppost on the Hill Wootton Road/The Hamlet junction has not been repaired. The Clerk asked all Councillors to report lampposts that are not working as soon as possible. Once reported they should be repaired within 5 days if possible.

- Grounds Maintenance Contract  
None
- Other (Clerk)  
None

6. **County and District Councillors' reports**

6.1. Warwickshire County Council

- The Budget Statement said more money will be provided for pothole repair and social care, but this cannot be actioned until the Council knows how much money there will be.
- The Fire Service is undertaking a hospital to home service.
- Warwickshire has the highest suicide rate in the West Midlands and the government is encouraging the Council to adopt a suicide strategy. The Public Health Department is working on this now.

Cllr Knott asked about changes to the local bus service, as a number of residents have raised concerns that the bus service through Leek Wootton is going to end. C/Cllr Redford has looked into the matter and reported to the Chairman. Changes will mean that there is to be no direct Coventry to Stratford service in future. Stagecoach will no longer be providing regular services through Leek Wootton and the Rouncil Lane area of Kenilworth. Councillor Redford advised the Chairman separately that WCC is currently seeking possible alternative contractors to serve those areas to the south of Kenilworth that will be left without a service after January.

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## 6.2. Warwick District Council

- The election purdah appears to have got under way as projects appear to be being prioritised by achievability before the elections.
- The Kenilworth leisure consultation is well under way.
- A public meeting will be held on 12/10/2018 at the Spa Centre about the headquarters relocation.
- The Leamington Spa creative quarter project to redevelop with a specialist urban development company – a master plan is imminent.

The Chairman asked what the plan for interim provision of facilities is for Castle Farm. At this time this is unknown.

The Chairman asked whether the new multi-storey parking facility within the new headquarters plan will include Council staff parking. D/Cllr Whiting answered no, there will be incentives to encourage parking further out of the town centre through pricing aimed to discourage all-day parking in the town centre.

7. **Planning**

7.1. To note planning decisions made:

- WDC/18CM016 – Magpie Hall, Rouncil Lane – Change in land use to the operation of a skip hire business, skip storage, vehicle parking and inert waste transfer station.

Cllr Eldridge advised that this application has been withdrawn.

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

- None

7.3. To consider new planning applications:

- W/18/1857 – Wootton Lodge, Warwick Road, CV35 7RB – double storey front and side extensions; two small front dormers and a large rear dormer with roof terrace. Front boundary fence & wall with sliding electronically controlled gate. Proposed re-model of existing dwelling. Proposed two storey side extension, two storey front extension with render finish, 2no. front dormers, 1no. rear box dormer roof extension with roof terrace.

This application was discussed and the Council agreed that it would object on the grounds of over-development, not in keeping with the conservation area and concerns about safety of establishing a wall and gate.

- W/18/2007 – Romary, 19 Hill Wootton Road, CV35 7QL – Front extension to garage. This application was discussed and the Council agreed that it would object on the grounds of building in front of the established building line and it not being in keeping with the street scene.

8. **Finance**

8.1. The Financial Report for October 2018 was noted.

8.2. The following payments were authorised:

Vch 76: RoSPA Inspection	£100.80
Vch 77: Office expenses (OCT)	£12.00
Vch 78: Grounds maintenance (OCT)	£104.40
Vch 79: Refund of expenses	£41.84

Cllr Coates asked the Clerk to send an invoice for £250 to Broad Lane Leisure for the donation towards the Battle's Over commemorations.

*Clerk to prepare and send an invoice to Broad Lane Leisure*

8.3. Voluntary Action Stratford-upon-Avon (VASA) Funding Request

A letter received from VASA, requesting a funding contribution toward its community transport service, was discussed. It was agreed that a letter should be written, asking for further information about the number of journeys carried out in Warwick District and

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raising the issue of a suggested flat donation for all parishes, considering the varied sizes and resources of different parishes.

*Chairman to draft letter to VASA*

*Clerk to write to VASA on behalf of the Council*

9.	<b>Parish Council Administration</b>
9.1.	<p>Review of Parish Directory</p> <p>The Clerk explained that, with new GDPR legislation, the information in the directory will require a full review and that, if community organisations do not affirm their agreement to be included in the directory, they will not be included.</p> <p>The Clerk also explained that no consent forms have been sent out yet, so, if the Council is in agreement with this course of action, it will be unlikely that the Directory will be published with the December/January issue of <i>The Link</i>.</p> <p>After a discussion, it was agreed that the Directory is a very useful document and the Clerk should carry on with the proposed course of action and that the 2019 Directory should be published with the February 2019 issue of <i>The Link</i>.</p>
10.	<b>Correspondence for information</b>
10.1.	<p>Nothing to discuss</p> <p>The Clerk advised the Council that the WALC Annual Report is available for circulation.</p>
11.	<b>Councillors' Reports and items for future agenda</b>
	<p>17/11/2018 – WALC Annual General Meeting – no Councillors have registered to attend this event</p> <p>23/11/2018 – Chairman to attend a meeting with Jeremy Wright MP and the PCC. The invitation to this meeting (arranged by D/Cllr Gallagher) was addressed to Chairmen of Arden Ward parishes only.</p> <p>28/11/2018 – Warwick WALC Revival Meeting at Leek Wootton Village Hall. The Chairman has registered to attend and requested the Clerk also attend [<i>The Clerk has now registered to attend this event</i>]</p> <p>01/12/2018 – WCC Festive Open Evening &amp; Reception – no Councillors have expressed an interest in attending this event</p>
12.	<b>Date of next meeting</b>
	To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 8 January 2019 at All Saints' Church, Leek Wootton.
13.	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
13.1.	Personnel issues –
13.2.	Legal issues –

Signed: Colin Smith (Chairman)

Date: 08/01/2019

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