



Leek Wootton & Guy's Cliffe Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday, 5 June 2018 at Leek Wootton Village Hall

Present: Councillors Smith, Coates, Eassom, Eldridge, Kirkwood, Knott and Tunkle, C/Cllr Redford, D/Cllr Gallagher and the Clerk

1.	<p>To accept apologies for absence Cllr Moore and D/Cllr Whiting</p>
2.	<p>Declarations of Interest None</p>
3.	<p>Public Participation None present</p>
4.	<p>Minutes</p> <p>4.1. The minutes of the parish council meeting held on Tuesday, 8 May 2018 were approved and signed.</p> <p>4.2. Matters arising not on agenda: None</p>
5.	<p>Speeding Traffic</p> <p>Councillors met with Jo Edwards, Principal Road Safety Engineer for WCC and C/Cllr Redford on 04/06/2018. It was agreed that this was a positive meeting and various potential options were discussed.</p> <ul style="list-style-type: none"> • Average Speed Cameras and all cameras will not be supported by WCC. Data gathered does not represent sufficient margin above the speed limit to ticket and back office costs are prohibitive. • Traffic Lights at £300,000-£500,000 would also not be supported. • Speed bumps cannot be placed outside driveways. • Raised tables can be used. • Removal of the double white lines would not be supported by WCC as this might increase incidents due to parked cars and pedestrians in the carriageway. The road is narrow for double white lines in the area of Wootton Paddock. • One way traffic flows would be a potential solution, subject to assessment by WCC <ul style="list-style-type: none"> ○ Woodcote Lane would require consultation due to the junction with Rouncil Lane being outside the parish. Farmers' access would also need to be a consideration. £3,000-£5,000 for assessment. ○ Ms Edwards believes Hill Wootton one way may have already been considered by WCC in the past and rejected due to the diversion route being too long. If this is the case, no members of the Council can recall being consulted. A left turn only at Blackdown was suggested, but this is outside the parish's jurisdiction. • Chicanes were costed at approx. £30,000 each. <p>Ms Edwards indicated that based on statistical data, Leek Wootton does not have a speeding problem and no accidents have been recorded within the past 5 years. C/Cllr Redford advised that residents need to contact the Safer</p>

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	<p>Neighbourhoods Team whenever an incident occurs, to raise the priority of traffic through the parish.</p> <p>WCC holds data from GPS scans of vehicles passing through Leek Wootton and provided this to the Council. (NB: The preliminary data provided to the Council indicates a speeding problem at the northern end of Warwick Road) Ms Edwards advised that the data set can be improved with a survey by the County, which would cost the PC approx. £500.</p> <p>When planning applications are considered, the WCC Road Safety Team is not necessarily consulted. The Highways Authority is consulted. In future the Council should consider consulting the Road Safety Team if necessary when receiving planning applications.</p> <p>It was agreed that the meeting was useful and established a point of contact. C/Cllr Redford advised that the point of contact for Highways would be Adrian Holt.</p> <p>C/Cllr Redford also pointed out that advisory signage on the road in Leek Wootton is worn out and needs to be renewed. Councillors agreed and added that the white lines also need to be renewed.</p>
<p>6.</p>	<p>Replacement Bins in Leek Wootton</p> <p>The Clerk was advised by the WDC Contract Officer that the mowing contractor had assessed the dog waste and litter bin in Hill Wootton Road, which was moved in a collision with a mower, had not been damaged and said that it had been replaced. Photographs taken by the Clerk showed that the brick and concrete base was not repaired and the Clerk reported that photographs had been sent to the Contract Officer explaining that the base was part of the installation and the 'replacement' was not satisfactory. [UPDATE: 07/06/2018 the Contract Officer arranged for the repair of the base and has reviewed the locations of all bins in the parish with the waste collection contractor].</p> <p>A quote has been received from Wybone for the two new bins and these will be purchased shortly. Installation to be arranged after they have been delivered.</p> <p>A grit bin will also be ordered for Croft Road.</p>
<p>7.</p> <p>7.1.</p> <p>7.2.</p>	<p>Progress Reports for information</p> <p>Playground (Cllr Coates)</p> <p>Cllr Coates expressed concern that the mowing in the playground is not short enough.</p> <p><i>Clerk to contact contractor to discuss</i></p> <p>New chippings re required. Cllr Coates is in process of obtaining quotations, one of which is for £200. Cllr Tunkle has explored rubber bark, but this is considered to be too expensive at this time.</p> <p>New chippings will be ordered, added to and raked in to existing chippings. This is aimed to be done in time for the Summer Fête.</p> <p>Replacement with rubber bark to be added to the greenspaces wish list.</p> <p><i>Clerk to add this</i></p> <p>Leek Wootton War Memorial Recreation Ground (Cllr Coates / Cllr Eassom)</p> <p>Consent has been given to the new car park, subject to an arboreal consultation about the trees that are to be retained.</p> <p>Cllr Coates has communicated users and community organisations about fundraising and has received encouraging responses. This 'match-funding' will be useful when applying for grants.</p> <p>Cllr Coates is in the process of receiving quotations from contractors so that fundraisers know how much money needs to be raised.</p>

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<p>7.3.</p> <p>7.3.1.</p> <p>7.3.2.</p> <p>7.3.3.</p> <p>7.4.</p>	<p>Parking on the memorial area has been raised by a resident and parking will become an issue during works. It is possible that the overflow area may be done first in order to be used while the work is done on the main car park. Knee rail fencing to be considered to protect the memorial stone and tree area.</p> <p><i>Cllr Tunkle to get quotations for full length knee rail fencing</i></p> <p>Community Engagement:</p> <p>Volunteer Task Force</p> <p>It was decided that residents will be invited to come along on the 2nd and 4th Saturdays of July and August, meeting at 9:30 in the Sports Club car park. Locations for working will be decided nearer the time, starting in safe locations, away from the highway.</p> <p><i>Clerk to advertise in the Jul/Aug Link</i></p> <p><i>Clerk to purchase high vis waistcoats</i></p> <p>LW&GC Parish Summer Fête, 16 June 2018</p> <p>Planning for the event is progressing well. The final planning meeting will be on 06/06/2018.</p> <p>Battle's Over, 11 November 2018</p> <p>A meeting with the Church planners about the content of Remembrance events will be held on 20/06/2018.</p> <p>Cllr Coates missed the deadline for applications to the WRW WWI fund, but has been advised that there will be a second tranche of applications.</p> <p>Information about another fund has been forwarded to the Churchwarden.</p> <p>Community Maintenance:</p> <ul style="list-style-type: none"> • WCC Highways (Cllr Kirkwood) <p>Emergency repair to the pavement outside Puffins has been carried out and full repair scheduled.</p> <p>Hill Wootton Road – Mr Hallam could not identify problem – Clerk advised that it has been repaired again.</p> <p>Street sweeping has still not been carried out in Woodcote Lane. D/Cllr Whiting investigating.</p> <p><i>Clerk to follow up with D/Cllr Whiting</i></p>
<p>8.</p> <p>8.1.</p> <p>8.2.</p>	<p>County and District Councillors' reports</p> <p>Warwickshire County Council – No report</p> <p>Warwick District Council</p> <ul style="list-style-type: none"> • The issue of homelessness in Leamington and Warwick – Beauchamp House in Warwick has been purchased for support. • Trip Adviser has given a 5★ rating to the parks and Jephson Gardens is listed as the No1 thing to do in Leamington Spa. • D/Cllr Gallagher gave an account of the tree felling in Rouncil Lane. <p>The Chairman asked about publicised story of WDC giving money to The Wardens Cricket Club to vacate its current site and other 'banking' activities it is apparently proposing to carry out.</p> <p><i>Chairman to ask D/Cllr Whiting questions in person</i></p>
<p>9.</p> <p>9.1.</p>	<p>Planning</p> <p>To note planning decisions made:</p> <ul style="list-style-type: none"> • W/18/0544: Leek Wootton Village Hall - Proposed alterations and extension to existing car park including creation of new overflow parking area and footpath link to existing play area – GRANTED

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	<ul style="list-style-type: none"> • W/17/0693: 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 – Comments: Concern about access to beer cellar being even closer to the junction of Warwick Road/Woodcote Lane (sent 09/05/2018) – WITHDRAWN BY APPLICANT <p>9.2. 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) – No further news <p>9.3. To consider new planning applications:</p> <ul style="list-style-type: none"> • W/18/0827: 6 Tidmarsh Road - Erection of a single storey side and rear extension, single storey front extension and porch extension with canopy – No objection [sent 08/06/2018] • W/18/0878: Mulberry Cottage - 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 [sent 08/06/2018] • W/18/0982 & 0983LB: The Old Farm House, Hill Wootton - Erection of single storey side and front extension to the garage located to the south and erection of a single storey rear / side extension. Internal changes at ground floor widening of doorway to hallway; brick up windows within the ancillary flat roof structures to rear x3; raise lobby area to same level as living room; form new steps in existing kitchen to level with corridor; remove nib and door under stairs. At first floor form new window opening to bedroom 2, remove and block up existing doorway and form new doorway; install new timber stairs up to second floor bedroom 6 and partition to create a shower room and wardrobes; remove section of wall from bedroom 3 and install timber balustrade; remove under stair cupboard; install new entrance to bedroom 5; in bedroom 4, expose fire recess; form 2no openings and block up existing door opening and install partitions to create a bathroom and dressing room; increase existing flat roof height and installation of 2no plateau lights and 6no roof lights. <i>Due to the size of this application a separate planning meeting will be arranged to discuss this applications.</i>
10.	<p>Neighbourhood Development Plan, made: 04/05/2018</p> <p>A meeting has taken place with WDC Planning to present the ‘made’ NDP. The Chairman has also had a conversation with the Office in Charge of Disposals at Place Partnership and advised that the Parish Council is now required to be included in discussions, etc. He was advised that disposal will not occur until the Police have vacated the property.</p> <p>Cllr Tunkle presented questions received from a resident: (1) if the ward boundaries are changed will this diminish the CIL in any way and (2) will a change to the ward boundaries affect the Parish Council’s influence in planning/CIL. The Chairman confirmed that the Parish Council’s CIL and influence will not change.</p> <p>It has been observed that Home Farm Paddock has been surveyed and a planning application for infill development may be expected. The Council will review any application in line with the specific criteria set out in the NP.</p> <p>The Parish Council should highlight any variance from the NDP in all future planning applications.</p>

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<p>11.</p> <p>11.1.</p> <p>11.2.</p>	<p>Finance</p> <p>To note the [attached] Financial Report for May 2018</p> <p>Payments were approved as follows:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Vch 26: Venue Hire 2018/19 (CHQ)</td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td>Vch 27: Clerk's Expenses</td> <td style="text-align: right;">£12.00</td> </tr> </table> <p>National Salary Award</p> <p>The Council approved the Clerk's salary in accordance with the National Salary Award.</p>	Vch 26: Venue Hire 2018/19 (CHQ)	£70.00	Vch 27: Clerk's Expenses	£12.00
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<p>12.</p> <p>12.1.</p> <p>13.</p>	<p>Parish Council Administration</p> <p>Email/Website & GDPR issues</p> <p>It was decided that Office 365 Business Essentials should be purchased for all Councillors from Microsoft at £3.80 per user/month.</p> <p>Clerk asked about purchasing a version of Office 365 with desktop apps for the PC computer. A stand-alone personal licence for Office Suite 2016 was appropriate for this purpose.</p> <p style="margin-left: 40px;"><i>Clerk to purchase Office 365 Business Essentials for Clerk as Administrator and 7x Councillors [UPDATE: Purchased 06/06/2018. Clerk also purchased Office Professional Plus 2016 for the PC laptop at £9.99]</i></p> <p>Correspondence for information</p> <p>Items of correspondence were noted.</p>				
<p>14.</p>	<p>Councillors' Reports and items for future agenda</p> <p>None</p>				
<p>15.</p>	<p>Date of next meeting</p> <p>To confirm the date of the next meeting which is scheduled for 7:30pm on Tuesday, 3 July 2018 at Leek Wootton Village Hall.</p>				
<p>16.</p>	<p>To consider the exclusion of the public and press in the public interest for consideration of the following items:</p> <p>Personnel issues - None</p> <p>Legal issues - None</p>				

Signed: Richard Coates (Vice-Chairman)

Date: 03/07/2018

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