

# Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 11 July 2023 at 7.30pm, to which you are summoned for the transaction of the following business

<b>Summons</b>	Cllr Maggie Beech, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
<b>Invitees</b>	The General Public, Cllr Howard Roberts and Cllr Dale Keeling
<b>Meeting Chair</b>	Cllr Maggie Beech
<b>Minute Taker</b>	Joanne Jarman (Parish Clerk)

The meeting is open to the public and the press, who are welcome to attend the duration of the meeting\* and may raise questions or comment on agenda items during Public Participation.

Members of the public are not expected to speak at any other time during the meeting.

\*Occasionally members of the public may be asked to leave the meeting if the council resolves to consider 'confidential business'.

- 1. Record of Members Present**
- 2. To Receive Apologies and the Reasons for Such Absence**
- 3. To receive Declarations of Personal or Pecuniary Interest**
- 4. Public Participation - to receive any questions or presentations from the public**  
(15 minutes will be allowed for this item)
- 5. To approve the Minutes of the Meeting held on 13<sup>th</sup> June 2023**
- 6. To receive Progress Reports on Outstanding Items not covered later on the agenda**  
(For information only)
  - 6.1 Pathway resurfacing
  - 6.2 Willoughby Festival public liability insurance cover
  - 6.3 Play Rangers update
- 7. Planning Applications**
  - 7.1 R23/0196 42 Main Street
- 8. Highways, Street Lighting and Footpaths**
  - 8.1 To receive an update on the street lighting upgrade on Woolscott Road
  - 8.2 To receive an update on the "20 is plenty" signs
  - 8.3 To receive an update on WCC responsibilities for informing residents that hedges need to be trimmed
  - 8.4 To receive an update on the felling of four ash trees on Lower Street
  - 8.5 To receive an update on the upgrade of the street lighting and to consider funding options
  - 8.6 To receive an update on the gateway infills at Big Ground and near Hayward Lodge
- 9. Finance**
  - 9.1 To approve the payments in the schedule attached to this agenda
  - 9.2 To review the financial statements for the three months ended 30<sup>th</sup> June 2023
  - 9.3 To approve the quote of £105 plus VAT plus delivery for the purchase of "Road Flooded" signs
- 10. Councillor Vacancy**
  - 10.1 To receive an update on applications for a Co-opted Councillor and to consider the next steps
- 11. Correspondence (for information only)**  
None

**12. Councillors' Reports**

To report on minor matters of information not included elsewhere on the agenda

**13. Items for the Next Agenda**

**14. Date of the next meeting:** 8<sup>th</sup> August 2023

**SCHEDULE OF PAYMENTS TO BE APPROVED on 11 JULY 2023**

<b>Payee Name</b>	<b>Description of Service</b>	<b>Amount £</b>
Greenstone Contracts	June mowing	560.00
Unity Trust	Quarterly bank charges	18.00
WALC	Introduction to Planning – SS	60.00
R Honess	Stake and strap for commemorative tree	11.75
R Honess	Fixings for playground	26.39
<b>Total</b>		<b>£676.14</b>



Parish Clerk – Joanne Jarman

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