

# Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 12 September 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 8<sup>th</sup> August 2023**
- 6. To receive Progress Reports on Outstanding Items not covered later on the agenda**  
(For information only)
  - 6.1 Planning Reference R23/0645 – Navigation Farm
  - 6.2 Planning Reference R23/0702 – Ivy House Farm
  - 6.3 Willoughby Children’s Playing Field Charitable Trust
- 7. Planning Applications**
  - 7.1 R22/1276 – Willoughby House – Construction of three detached dwelling houses, car ports and associated works including demolition of existing buildings – appeal made to Secretary of State against the decision of Rugby Borough Council to refuse to grant consent
- 8. Highways, Street Lighting and Footpaths**
  - 8.1 To receive an update on the public footpaths and bridleways
  - 8.2 To receive an update on the tree work at the village pond
  - 8.3 To receive an update on the street lighting on Woolscott Road
- 9. Finance**
  - 9.1 To approve the payments in the schedule attached to this agenda
  - 9.2 To approve the grant of £450 to the Village Hall
  - 9.3 To consider making grants of £100 each to Air Ambulance and CAB
  - 9.4 To consider making a donation to the Warwickshire Conservation Volunteers for work at Hayward Lodge
- 10. Play Rangers**
  - 10.1 To receive an update on the Play Ranger sessions
- 11. Risk Assessment**
  - 11.1 To review the risk assessment
  - 11.2 To consider and approve the Emergency Planning document

**12. Councillor Vacancy**

12.1 To receive an update on the Councillor Vacancy and to consider the next steps

**13. Correspondence** (for information only)

None

**14. Councillors' Reports**

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

**15. Items for the Next Agenda**

**16. Date of the next meeting:** 10<sup>th</sup> October 2023

**SCHEDULE OF PAYMENTS TO BE APPROVED on 12<sup>th</sup> SEPTEMBER 2023**

<b>Payee Name</b>	<b>Description of Service</b>	<b>Amount £</b>
nPower	Street light electricity – July	94.66
nPower	Street light electricity – August	93.32
St Nicholas PCC	Electricity for church clock	275.00
B Ogle	Lashing straps and stakes (FLAG)	32.97
Greenstone Contracts	Mowing – August	720.00
Willoughby Village Hall	FLAG meeting room hire – 18.7.2023 and 22.8.2023	24.00
Numbers Plus	Annual Defibrillator contract	118.80
Total		<b>£1,358.75</b>



Parish Clerk – Joanne Jarman

Email: [willoughbyparishclerk@gmail.com](mailto:willoughbyparishclerk@gmail.com)

Tel: 07809 197817

Website: [willoughbyparishcouncil.org](http://willoughbyparishcouncil.org)