

Willoughby Parish Council

Agenda

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 18 April 2023 at 7.30pm, to which you are summoned for the transaction of the following business

Summons	Cllr Mike Thomas, Cllr Maggie Beech, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
Invitees	The General Public
Meeting Chair	Cllr Mike Thomas
Minute Taker	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 14th March 2023**
- 6. To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Grips on Longdown Lane
 - 6.2 Coronation mugs
 - 6.3 Tree to commemorate the reign of Queen Elizabeth II
 - 6.4 Coils of barbed wire on the Shrubberies
- 7. Planning Applications**
 - 7.1 To consider the policy on the communication of meetings to discuss planning applications
 - 7.2 Planning Reference: R23/0354 – Adjacent to Forge Cottage, Main Street - insertion of two new rooflights
 - 7.3 Planning reference: R23/0355 – Adjacent to Forge Cottage, Main Street – listed building consent for insertion of two new rooflights onto the north (inner) elevation
- 8. Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the kiss gate and footpath action plan
 - 8.2 To consider the quotes and options for the Shrubbery kiss gate
 - 8.3 To provide an update on faulty street lights
 - 8.4 To consider WCC quote for the street light maintenance
- 9. Finance**
 - 9.1 To approve the payments in the schedule attached to this agenda
 - 9.2 To consider the financial statements for the year ended 31st March 2023
 - 9.3 To approve and sign the Annual Governance and Accountability Return (AGAR) 2022/23 Sections 1 and 2
 - 9.4 To consider a contribution of £190 to the printing costs of the Willoughby Monthly

10. Playground

10.1 To receive an update on the painting of the Igloo

11. Policies

11.1 To adopt the Standing Orders

11.2 To adopt the Financial Regulations

11.3 To adopt the Code of Conduct

12. Annual Community Meeting

12.1 To confirm the agenda for the Annual Community Meeting

13. Flood Action Group

13.1 To consider funding the cost of high vis tabards for twelve flood wardens

13.2 To consider sending grant applications under the auspices of the Parish Council

14. Correspondence (for information only)

None

15. Councillors' Reports and Items for the Next Agenda

To report on minor matters of information not included elsewhere on the agenda and to raise items for future agendas

16. Date of the next meeting: 16th May 2023 including the Annual Parish Council Meeting

SCHEDULE OF PAYMENTS TO BE APPROVED on 18 APRIL 2023

Payee Name	Description of Service	Amount £
nPower	Electricity – February	105.96
nPower	Electricity – March	115.94
Zurich Municipal	Insurance renewal	543.23
R Honess (Brunel Engraving)	Plaque for commemorative tree	96.48
J Edgar (Bernhard's Landscapes)	Commemorative tree	42.00
Total		£903.61

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