



6.2	Planning application reference R23/0161 – No objection response submitted on 2 <sup>nd</sup> March 2023	
6.3	Planning application reference R23/0194 – No objection response submitted on 2 <sup>nd</sup> March 2023	
6.4	Planning application reference R23/0196 – No objection response submitted on 2 <sup>nd</sup> March 2023	
6.5	WCC Localities officer has agreed to clear the overgrowth on the footpath between Magdalen Road and Main Street	
6.6	Mowing grant for church – the church has been informed that a request has been made to the Willoughby Charity to consider a grant. It had been agreed that the Parish Council is not in a financial position to support a grant at this time. <b><i>The minutes were amended to add a reference to agenda item 15 of the minutes of 14<sup>th</sup> June 2022 stating that grants to the PCC contravene the Local Government Act (LGA) of 1894 and no further grants will be given.</i></b>	
6.7	The Flagmaster has been informed that a Coronation flag will not be purchased	
6.8	A letter granting permission for the laying of a hedge at the Jubilee allotment has been sent	
<b>7.</b>	<b>Planning</b>	
7.1	None	
<b>8.</b>	<b>Highways, Street Lighting and Footpaths</b>	
8.1	<u>To receive an update on the kiss gate and footpath action plan</u> Pye Court kiss gate has been reinstated. WCC will have funds available to progress the action plan in the new financial year. Longdown Road – some infilling has taken place; the landowner has agreed to repair the stile.	
8.2	<u>To consider the next steps for the Shrubbery kiss gate</u> Following concerns raised around children and dogs running straight on to the road Councillors do not deem the removal of the kiss gate to be the best course of action. The options were discussed. <b>ACTION: Staggered barrier option - quote to be obtained to include the removal of the kiss gate and the installation of a staggered barrier</b> <b>ACTION: WCC supplied metal kiss gate option - quote for removal of the old kiss gate and the installation of a new one to be obtained</b>	<b>RH</b> <b>RH</b>
8.3	<u>To provide an update on faulty street lights</u> Faux gas street light – it was agreed that repairs be put on hold until Cllr Lewis has met with E.On. The lights on Main Street were repaired on 13 <sup>th</sup> February 2023. College Road – the light cover hanging by a thread has been reported to E.On to repair as a matter of urgency due to the potential for injury.	
8.4	<u>To consider quotes for the street light maintenance</u> WCC has not yet provided a quote.	
<b>9.</b>	<b>Finance</b>	
9.1	<u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Sheppard, Seconded by: Cllr Honess. <b>Approved</b>	
9.2	<u>To consider a contribution to the printing costs of the Willoughby Monthly</u> The Chair of the Willoughby Charity has proposed that the cost of the printer and cartridges be split equally between the Charity and the Parish Council; this would be a total cost of £258.95 (£118.95 – printer plus £140 – cartridge).	

	<p><b>ACTION: Cllr Beech to contact the previous producer of Willoughby Monthly to establish the history of the publication and how it was funded in the past.</b></p> <p>The Parish Council confirmed its support for a contribution to fund the Willoughby Monthly. It was proposed that a payment be made of 50% towards the cost of the printer Proposed by: Cllr Lewis, Seconded by: Cllr Sheppard</p>	<b>MB</b>
9.3	<p><u>To confirm the appointment of the internal auditor</u></p> <p>It was proposed that Anthony Ray be appointed as internal auditor for 2022/23 Proposed by: Cllr Lewis, Seconded by: Cllr Honess</p>	
9.4	<p><u>To approve the increased cost of the CilCA training course</u></p> <p>The upfront cost of the course is £385 + VAT. Proposed by: Cllr Sheppard, Seconded by: Cllr Honess</p>	

Payee Name	Description of Service	Amount £
M Lewis	Sample Coronation Mug	10.49
nPower	Street light electricity – February	105.76
Greenstone Contracts	Mowing - March	235.00
Total		<b>£351.25</b>

<b>10</b>	<b>Playground</b>	
10.1	<p><u>To receive an update on the painting of the Igloo</u></p> <p>The repairs will take place when the weather improves.</p>	
<b>11.</b>	<b>Risk Register</b>	
11.1	<p><u>To review and update the risk register</u></p> <p>The updated risk register had been circulated prior to the meeting. It was proposed that no further updates are required. Proposed by: Cllr Honess, Seconded by: Cllr Sheppard</p>	
<b>12.</b>	<b>Volunteer Groups</b>	
12.1	<p><u>To receive an update on the Flood Action Group</u></p> <p>Following two well-attended walks to look at watercourses and to discuss flooding issues, the first formal meeting took place on 21 February. An action plan has been drawn up focussing on three main areas: flood wardens, improvements to reduce flood impact, and the maintenance of watercourses. The next meeting is on Tuesday, 4 April at 6.30pm in the Village Hall.</p>	
12.2	<p><u>To receive an update on the Street Lighting Action Group</u></p> <p>The group has produced a map of all the lights and sent them to E.On to rectify the discrepancies. Cllr Lewis has requested a site visit to confirm the locations so that the list can be finalised. The group has also requested that E.On clarify how the unmetered supply charge is calculated. The next meeting will take place in early April.</p>	
<b>13.</b>	<b>Coronation Mugs</b>	
13.1	<p><u>To receive an update on the Coronation Mugs</u></p> <p>The total number of mugs requested is 68 - 37 mugs for children living in the parish and who will be 12 years or under on 6 May and 31 to be paid for. Cllr Lewis has ordered 72 mugs at a total cost of £450.</p>	

	<p>Each mug will cost £6.25 for those who will be paying. The plan is to present the mugs to children at the Coronation Big Lunch which will be held on Sunday, 7 May 2023. After the lunch, mugs will be delivered to any children not attending and to others who are paying for their mugs.</p> <p><b>ACTION: Final list of those paying for mugs along with email addresses to be sent to the Clerk</b>  <b>ACTION: Residents paying for mugs to be contacted to arrangement payment</b></p>	<b>MB/ Clerk</b>
13.2	<p><u>To approve the cost of Coronation mugs for children in the Parish</u>  To approve the cost of £450. The cost to the Parish Council is £231.25 for qualifying children with the balance being repaid by those paying for mugs.  Proposed by: Cllr Sheppard, Seconded by: Cllr Honess</p>	
<b>14.</b>	<b>Tree to Commemorate the Reign of Queen Elizabeth II</b>	
14.1	<p><u>To consider the wording for the plaque</u>  The following wording was approved:</p> <p style="text-align: center;">Winter Flowering Cherry – (including Latin name)  Commemorating the reign of  Her Majesty Queen Elizabeth II  1952- 2022</p> <p><b>ACTION: A quote for the plaque to be obtained</b></p>	<b>RH</b>
14.2	<p><u>To consider possible dates and times for the tree planting ceremony</u>  It was proposed that the tree be planted prior to the Big Lunch on 7<sup>th</sup> May 2023</p> <p><b>ACTION: Cllr Honess to contact the Chair of Willoughby Society to confirm the arrangements and to arrange to be part of the publicity for the event</b></p>	<b>RH</b>
14.3	<p><u>To consider the format and publicity for the ceremony</u>  See agenda item 14.2</p>	
<b>15.</b>	<b>Correspondence</b>	
	None	
<b>16.</b>	<b>Councillors' Reports and Items for the Next Agenda</b>	
	<p>Agenda items:  To approve the Code of Conduct  To approve the Standing Orders  To approve the Financial Regulations  To consider the draft agenda for the Annual Community Meeting on 27<sup>th</sup> April 2023</p> <p>A resident has highlighted that there are coils of discarded barbed wire on the Shrubberies which are considered to be dangerous.  <b>ACTION: Cllr Honess to remove the coils</b></p> <p>Annual Community Meeting - Cllr Beech will collect the display boards from Rugby Borough Council the week before the meeting</p> <p>Traffic calming measures planned for the Longdown Lane junction will be displayed at the Annual Community Meeting.</p>	<b>RH</b>
<b>17.</b>	<b>Date of the Next Meeting</b>	
	Tuesday, 18 <sup>th</sup> April 2023 at 7.30pm in the Village Hall	
	The meeting closed at 8.55pm	

### Statement from Resident re Planning Application at 42 Main Street

The reason that there were no residents at the Extra Ordinary meeting held on 1<sup>st</sup> March 2023 to raise concerns or objections is that, quite simply and rightly or wrongly, nobody affected directly by the planning application actually KNEW the meeting was taking place at all.

I am sure that the Parish Council will have fully discharged its required obligations regarding the formal process of meeting notification on this occasion, but I have only ever been involved in one previous planning application process in my whole life which was here in Willoughby in late 2022 for the same location. At that time, the Parish Council did NOT notify or hold a public meeting but appeared to discuss it amongst themselves, arrive at a conclusion and submit an email of no objection to the planner directly. There was NO public meeting and no consultation with any of us living close to the proposed development. There was, therefore, absolutely **no reason** for me to believe that it would be any different this time around as previous experience suggested that planning matters are considered by yourselves in private.

Consequently, a valuable opportunity to raise the concerns of residents in the village to the Parish Council, about this application has been missed by some of us. This has come about, in no small way, because the previous planning application was handled quite differently, without a meeting or consultation. I believe you should agree with my request for this statement to be recorded in this evening's meeting minutes to put that statement of concern from the last meeting into context in the interest of fairness to us please.

I hope that you will accept that my presence here tonight to try and rectify this situation is illustration of my readiness to speak up when I know there is an opportunity to do so.