

Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 12th November 2024 at 7.00pm, to which you are summoned for the transaction of the following business

Summons	Cllr Maggie Beech, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
Invitees	The General Public, Cllr Dale Keeling
Meeting Chair	Cllr Maggie Beech
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'.

AGENDA

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 Parish Council Meeting held on 8th October 2024**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Planning application R24/0892 – The Lodge, Moor Lane – single storey extension to create attached garage
 - 6.2 Response to the GUC Transfer Consultation to be submitted online and copied to WCC Flood Risk Management Team, Cllr Dale Keeling and Braunston Parish Council
7. **Planning Applications**
 7. None
8. **Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the repairs to Sawbridge Road
 - 8.2 To receive an update on the verge in the narrowest part of Main Street
 - 8.3 To note the case study about the street lighting upgrade
 - 8.4 To receive an update on the works to the bus shelters and benches
9. **Playing Field**
 - 9.1 To receive the RoSPA Playground report
 - 9.2 To consider the demand for an additional item of climbing equipment in the playing field and the offer from a company to apply for funding from the National Lottery on behalf of the Parish Council
10. **Finance**
 - 10.1 To approve the payments in the schedule attached to this agenda
 - 10.2 To consider the draft budgets
 - 10.3 To consider the application for a grant from St Nicholas's Church in light of the draft budgets
 - 10.4 To confirm the NJC pay scale increase for 2024/25

11. Willoughby Flood Action Plan

11.1 To consider the Willoughby Flood Action Plan

12. Village pond

12.1 To consider the risk assessment and the actions required

12.2 To consider renovating the gates into the Catherine Marlow memorial garden

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:

16.1 Date of the next meeting 10th December 2024 and to confirm quoracy

SCHEDULE OF PAYMENTS TO BE APPROVED on 12th NOVEMBER 2024

Payee Name	Description of Service	Amount £
Mark Cox	Bench repairs	167.20
Greenstone Contracts	Mowing – October 2024	739.20
NALC	Neighbourhood planning course – MB	39.22
Unity Trust	Bank charges	3.00
RoSPA	Annual playing field inspection	117.60
J Jarman	Clerk's Use of Home allowance	110.00
Warwickshire Conservation Volunteers	Village pond	170.00
D Dunkley	Clearance of the drain by the village car park	100.00
ENC	Final streetlight upgrade	1,266.24
Wix.com	Domain renewal	11.16
Total		£2,723.62



Parish Clerk – Joanne Jarman

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Dated: 7th November 2024