

# Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 8<sup>th</sup> October 2024 at 7.00pm, 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 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'.

## 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 24<sup>th</sup> September 2024**
- 6. To receive Progress Reports on Outstanding Items not covered later on the agenda**  
(For information only)
  - 6.1 Amenity Garden hedges
  - 6.2 Drains on A45
  - 6.3 Planning application R24/0773 – The Lodge, Moor Lane
  - 6.4 Planning application R24/0507 – 70 Main Street, Willoughby
- 7. Planning Applications**
  7. Planning application R24/0892 – The Lodge, Moor Lane – single storey extension to create attached garage
- 8. Highways, Street Lighting and Footpaths**
  - 8.1 To receive an update on trial holes dug by WCC at the Lower Street junction
  - 8.2 To receive an update on the repairs to Sawbridge Road
- 9. Lower Street/MoorLane - Culverts and Brook**
  - 9.1 To receive an update on the response from WCC Flood Risk Management Team about clearing the culverts and the brook
- 10. Flood Action Group**
  - 10.1 To consider the reimbursing of the temporary markers for the verge alongside the brook in Main Street
  - 10.2 To note the Grand Union Canal (GUC) Transfer Consultation
  - 10.3 To consider the response to the GUC Transfer Consultation
- 11. Finance**
  - 11.1 To approve the payments in the schedule attached to this agenda
  - 11.2 To consider the financial statements to 30<sup>th</sup> September 2024

**12. Risk Register**

12.1 To consider the updated risk register

**13. Willoughby Children's Playing Field**

13.1 To confirm the submission of the Charity Commission annual return

**14 Policies**

14.1 To consider the Data Protection Policy

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

None

**16. Councillors' Reports**

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

**17. Items for the Next Agenda**

**18. Date of the next meeting:**

18.1 Date of the next meeting 12<sup>th</sup> November 2024

**SCHEDULE OF PAYMENTS TO BE APPROVED on 8<sup>th</sup> OCTOBER 2024**

Payee Name	Description of Service	Amount £
Rugby Borough Council	Play Rangers	418.00
Greenstone Contracts	Mowing – September 2024	739.20
Amazon – J Taylor	Driveway Markers (FLAG)	26.99
Unity Trust	Quarterly Service Charge	18.00
nPower	Final invoice to 12.9.2024	59.26
Total		<b>£1,261.45</b>



Parish Clerk – Joanne Jarman

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

Tel: 07809 197817

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

Dated: 3<sup>rd</sup> October 2024