

Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 9th January 2024 at 7.30pm, 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 Meeting held on 12th December 2023**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Planning reference: R23/1166 – The Lodge, Moor Lane – Variation of Condition 7 attached to planning permission reference R14/1423 – Erection of replacement dwelling
 - 6.2 Planning reference: R23/1167 – The Lodge, Moor Lane – installation of bi-fold doors
7. **Planning Applications**
 - 7.1 None
8. **Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the street lighting on Woolscott Road
 - 8.2 To receive a progress report on the installation of the street lighting upgrade
 - 8.3 To receive the annual playground inspection report
9. **Finance**
 - 9.1 To approve the payments in the schedule attached to this agenda
 - 9.2 To approve the financial statements for the nine months ended 31st December 2023
 - 9.3 To approve the 2024/25 budgets and to confirm the Precept for 2024/25
 - 9.4 To consider the quotes for the mowing contract
 - 9.5 To consider supporting the Willoughby Monthly
10. **Councillor Vacancy**
 - 10.1 To receive an update on the Councillor Vacancy
11. **Policies**
 - 11.1 To approve the Reserves Policy

12. Neighbourhood Development Plan Review

12.1 To confirm the approval of the modified Neighbourhood Development Plan by Rugby Borough Council

13. Safer Neighbourhood Team

13.1 To consider the response to the email from the Safer Neighbourhood Team

14. Warwickshire Fire and Rescue

14.1 To note the Resourcing to Risk consultation

15. Flood Action Group (FLAG)

15.1 To receive an update on the work carried out by FLAG

16. Correspondence (for information only)

None

17. Councillors' Reports

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

18. Items for the Next Agenda

19. Date of the next meeting: 13th February 2024

SCHEDULE OF PAYMENTS TO BE APPROVED on 9th JANUARY 2024

Payee Name	Description of Service	Amount £
nPower	Street light electricity – November	118.48
Wix.com	Website Domain	11.16
Wix.com	Website annual renewal	158.40
H Gowney-Hedges	Willoughby Monthly contribution to cover shortfall in costs to date	108.80
M Beech	Willoughby Monthly - paper	28.72
AED	Defibrillator pads	77.39
K Nichols	Willoughby Monthly printing – January edition	10.00
J Jarman	5 hours of overtime to cover additional work related to the Street Light upgrade	Confidential Information
Total		£512.95



Parish Clerk – Joanne Jarman

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