

# Willoughby Parish Council

## PARISH COUNCIL MEETING

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 12<sup>th</sup> August 2025 at 7.00pm, to which you are summoned for the transaction of the following business

<b>Summons</b>	Cllr Maggie Beech, Cllr Grahame Ash, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
<b>Invitees</b>	The General Public, Cllr Dale Keeling
<b>Meeting Chair</b>	Cllr 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 and press may be required 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 Interests.**
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 8<sup>th</sup> July 2025**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**  
(For information only)
  - 6.1 Removal of the green wheelie bin by the gate to the playground
  - 6.2 Neighbourhood Plans Campaign – letter to MP
7. **Planning Applications**
  - 7.1 Reference: R25/0589 – 13 White House Farm, Main Street – Works to Trees
8. **Highways, Street Lighting and Footpaths**
  - 8.1 To receive an update on the repainting of the Main Street bus shelter
  - 8.2 To record St Nicholas PCC thanks to Cllrs Lewis and Honess
  - 8.3 To receive an update on the benches by the telephone kiosk, on the Brooks Close grass triangle and at the junction of Moor Lane and Lower Street
  - 8.4 To receive an update on the request to WCC Highways to tarmac Sawbridge Road to its original width
9. **Finance**
  - 9.1 To approve the payments in the schedule attached to this agenda
  - 9.2 To confirm the NJC pay award for 2025/26
  - 9.3 To approve the backdated pay award arrears of £35.35
10. **Play Rangers**
  - 10.1 To receive an update on the Play Ranger sessions
11. **Church Clock**
  - 11.1 To receive an update on the Church clock
12. **Correspondence** (for information only)  
None

**13. 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

**14. Date of the next meeting:** 9<sup>th</sup> September 2025

**SCHEDULE OF PAYMENTS TO BE APPROVED on 12<sup>th</sup> August 2025**

<b>Payee Name</b>	<b>Description of Service</b>	<b>Amount £</b>
M Cox	Bus shelter on the A45 and basketball pad	255.00
Tomato Energy	Street lights – June 2025	27.12
Greenstone Contracts	July mowing	764.33
Unity Trust	Service charge	6.00
<b>Total</b>		<b>£1,052.45</b>



Parish Clerk – Joanne Jarman

Email: [clerk@willoughbyparishcouncil.org](mailto:clerk@willoughbyparishcouncil.org)

Tel: 07809 197817

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

Dated: 6<sup>th</sup> August 2025