

# Willoughby Parish Council

**Minutes of the Parish Council Meeting held on Tuesday 12 April 2022 at 7.30 pm in the Village Hall.**

		<b>Action</b>
<b>1.</b>	<b>Record of Members Present</b>	
	Councillors M Thomas (Chair) (MT), R Honess (RH), M Lewis (ML), M Beech (MB)	
<b>2.</b>	<b>To receive Apologies</b>	
	None	
<b>3.</b>	<b>To receive Declarations of Personal or Pecuniary Interest</b>	
	None declared.	
<b>4.</b>	<b>Public Participation</b> <b>To receive any questions or presentations from the public</b> (15 minutes will be allowed for this item)	
	As the prospective Parish Clerk, Joanne (Jo) Jarman attended the meeting. A resident asked about local bus services. The Chair explained that there is only one bus to and from Rugby on two mornings each week. There is also a voluntary bus service run from Daventry (DACT) which you can phone. Councillor Honess suggested contacting a local resident who uses the bus service regularly for more information.	
<b>5.</b>	<b>To Approve the Minutes of the Meeting held on 29 March 2022</b>	
	The minutes were approved as a true record and signed by the Chair.	
<b>6.</b>	<b>To Receive Progress Reports on Outstanding Items not covered later on the agenda</b> (for information only)	
6.1	<u>Village Benches</u> The handyman has contacted Councillor Thomas with a view to refurbishing four of the benches.	
6.2	<u>Queen's Platinum Jubilee</u> Planters: Councillor Beech has contacted Leonie Tromans, Chair of the Willoughby Society (WS), and is waiting to hear that the WS accepts responsibility for the upkeep of the planters as long as they are in place, once their committee meeting has taken place.	
6.3	<u>New Playing Field Equipment</u> Snagging was completed yesterday (11/04/2022).	
<b>7.</b>	<b>Resignation of a Councillor</b>	
7.1	<u>Resignation of Ben Hallam</u> The Chair thanked Ben Hallam for all his good work over many years on behalf of Willoughby residents.	
7.2	<u>Notice of Vacancy</u> It was agreed to post a Notice of Vacancy on 13 April 2022 informing electors that if they wish to see an election then they must write to the Returning Officer at Rugby Borough Council by 3 May 2022. If an election is not triggered then the post will be filled via co-option.	<b>MB</b>

<b>8.</b>	<b>New Parish Clerk</b>	
8.1	The appointment of the new Parish Clerk, Joanne (Jo) Jarman was confirmed. Jo will take up her post on 1 May 2022.	
<b>9.</b>	<b>Mugs for Queen's Platinum Jubilee</b>	
9.1	The Parish Council has received requests for mugs for twenty-five children who live in the parish and who will be aged 12 years or under on 5 June 2022. Requests for five mugs for people who do not meet these criteria have also been received. It was agreed that Councillor Lewis would purchase thirty mugs on behalf of the Parish Council at a cost of £303.20 and that the five people who do not meet the criteria would be asked to reimburse the Parish Council.	<b>ML</b>
<b>10.</b>	<b>Parish Council Policies and Procedures</b>	
	It was agreed to adopt the following policies: 1. Councillor Code of Conduct 2. Standing Orders 3. Financial Regulations Proposed by Councillor Honess. Seconded by Councillor Lewis. The policies will be posted on the Parish Council website.	
<b>11.</b>	<b>Play Rangers</b>	
11.1	It was agreed to provide weekly Play Ranger sessions for children through the summer. Councillor Lewis will contact Rugby Borough Council to arrange the sessions.	<b>ML</b>
<b>12.</b>	<b>Planning</b>	
12.1	<u>R22/0251 at 40, MAIN STREET, WILLOUGHBY, RUGBY, CV23 8BH</u> for Erection of a free standing wooden Gazebo with pitched roof in rear garden. The Parish Council has no objection to this planning application.	
<b>13.</b>	<b>Finance</b>	
13.1	<u>Internet Banking and Payments</u> The Lloyds bank account has now been closed and funds moved to the new online account at Unity Trust Bank. The following payments were approved.	

Date Rec'd	Payee Name	Description of Service	Amount £
	E.ON	Repair to street lamp	57.60
	WS Gardens	Village mowing	216.00
	npower	January street lighting	122.21
	npower	February street lighting	106.26
	npower	March street lighting	111.90
	WALC	Councillor Fundamentals - M Beech	25.00
	WALC	Councillor Fundamentals - M Lewis	25.00
	WALC	Planning 2022 - M Beech	45.00
	WALC	Planning 2022 - M Lewis	45.00

	WALC	Council Friendly Policies - M Beech	30.00
		TOTAL	783.97

<b>14.</b>	<b>Correspondence</b> (for information only)	
	None received.	
<b>15.</b>	<b>Councillors' Reports and Items for the Next Agenda</b>	
17.1	<u>Street Light Not Working</u> The street light at the end of the public footpath from Main Street to the far end of Magdalen Road is not working. The Chair will contact E.ON and ask them to come and repair it.	<b>MT</b>
17.2	<u>Agenda Items for the Annual Council Meeting and Ordinary Meeting on 10 May 2022</u> Ordinary Meeting: To arrange an Annual Community Meeting.	
<b>18.</b>	<b>Date of the Next Meeting</b>	
	Tuesday, 10 May 2022 at 7.30pm in the Village Hall	

Chair .....

Date .....