

Willoughby Parish Council

Minutes of the Parish Council Meeting held on Tuesday 4th February 2025

		Action
1.	Record of Members Present	
	Councillors M Beech (MB) (Chair), R Honess (RH) M Lewis (ML), S Sheppard (SS) Clerk: Joanne Jarman	
2.	To receive Apologies	
	Cllr Dale Keeling	
3.	To receive Declarations of Personal or Pecuniary Interests	
	None.	
4.	Public Participation To receive any questions or presentations from the public (15 minutes will be allowed for this item)	
	Two members of the public were present. A resident confirmed that the purpose of planning application R25/0026 is to protect the future of the farm for the family.	
5.	To consider the application for the Co-Opted Councillor	
	The Clerk confirmed that Grahame Ash has completed the application form and is eligible to be co-opted to the Parish Council. Cllr Beech proposed that Grahame Ash be co-opted to the Parish Council Seconded by: Cllr Lewis <i>It was resolved that Grahame Ash be co-opted to the Parish Council</i> Cllr Ash signed the Declaration of Acceptance of Office and the agreement to abide by the Code of Conduct; Cllr Ash also submitted his completed Declaration of Interests.	
6.	To Approve the Minutes of the Ordinary Parish Council Meeting held on 14th January 2025	
	Proposed by: Cllr Honess, Seconded by: Cllr Sheppard. <i>It was resolved that the minutes of the Parish Council meeting held on 14th January 2025 be approved.</i>	
7.	To receive Progress Reports on Outstanding Items not covered later on the agenda	
7.1	<u>Mowing contract</u> Greenstone Contracts were notified on 15 th January 2025 that they have been awarded the 2025/26 contract. Unsuccessful contractors were notified on the same date.	
7.2	<u>Precept form</u> The Precept form was submitted to Rugby Borough Council on 15 th January 2025.	
7.3	<u>Internal auditor</u> An email was sent on 15 th January 2025 to the internal auditor asking him to carry out the 2024/25 audit. No response has been received as yet.	

8.	Planning	
8.1	<p><u>Planning application reference: R25/0026 – Little Leys, Moor Lane – Change of Use – conversion of agricultural building to residential dwelling</u></p> <p>The application was discussed. Cllr Beech proposed that a no objection response be submitted. Seconded by: Cllr Sheppard</p> <p><i>It was resolved that a no objection response be submitted.</i> ACTION: no objection response to planning application reference R25/0026 to be submitted.</p>	Clerk
8.2	<p><u>Planning application reference: R25/0065 – Old Filling Station, London Road, Willoughby – Partial change of use of the current office/storage area of the hand car wash (Sui Generis), to a convenience store (Class E(a))</u></p> <p>The application was discussed, including concern over the probable increase in traffic, both pedestrian and vehicular. Cllr Beech proposed that the Parish Council comment as follows:</p> <ul style="list-style-type: none"> • <i>The Parish Council notes that the Highways Authority objected to the original application R24/0094 because of a number of safety concerns. The new information provided by the applicant does not appear to address all the requests for information set out by the Highways Authority in their letter dated 10 April 2024.</i> • <i>The Parish Council recommends that, should the application be approved, the speed limit in this area should be reduced to 40 mph and a pedestrian crossing put in.</i> <p>Seconded by: Cllr Ash</p> <p><i>It was resolved that the comments above be submitted</i> ACTION: comments on planning application reference R25/0065 to be submitted.</p>	Clerk
9.	Highways, Street Lighting and Footpaths	
9.1	<p><u>To consider WCC response to the concerns raised around the number of accidents at the junction of the A45, Longdown Lane and Woolscott Road</u></p> <p>The following email was received from WCC Traffic and Safety Team on 24th January 2025: <i>Warwickshire County Council's Safety Engineering Team are aware of the concerns at this junction and a Casualty Reduction Scheme including cats-eyes, signing, lining and bollards were installed in July 2023, to help alleviate the concerns. All Casualty Reduction Schemes are monitored over five years following installation, to ascertain if the improvements have reduced Personal Injury Collisions (PICs). For your convenience, a Personal Injury Collision is a collision whereby the Police and Ambulance Service have been in attendance at the scene. These collisions are then recorded onto a database by Warwickshire Police and that information is shared with the Council. Damage-Only Collisions are those collisions whereby the Emergency Services have not been in attendance. These collisions are therefore neither recorded nor taken into consideration.</i></p> <p><i>PICs are taken into account over a five-year period and we can confirm that there have been a total of 8 PICs at this crossroads within the past five years.</i></p> <p><i>Whilst we appreciate the Parish Council's concerns for improvements at this location, it should be noted that Warwickshire County Council do not have sufficient funds for either a roundabout or signals as the approximate cost of these interventions are £1m to £2m, and in the current financial climate, this funding is highly unlikely to be secured. Traffic Calming measures cannot be given consideration as for these to be installed on any road, the posted speed limit needs to be 30mph or less, with a system of street lighting in place, and this is not the case for these roads.</i></p> <p><i>Therefore, the new Scheme will be continued to be monitored to ascertain whether the interventions installed in July 2023 are helping to reduce the number of PICs at this location. Once that data has been collated and analysed by Road Safety Engineers, this location will again be assessed. We trust that you find this information useful and thank the Parish Council for bringing these concerns to our attention.</i></p>	

9.2	<p><u>To receive an update on the most recent accident data for the A45 from 2021 to date</u> Cllr Sheppard presented a summary of accidents using Facebook and WCC data as sources. There have been 17 accidents since 1 January 2021. Of these, 7 personal injury collisions (PICs) were recorded by WCC who only record incidents where emergency services are called and 10 additional damage-only collisions were visible on Facebook. WCC will have no record of these because the police were not involved.</p> <p>Prior to the installation of traffic calming measures, during the week beginning 3 July 2023, there were 2 PICs recorded by WCC and 5 visible on Facebook; the former were classed as slight. Following the road improvement measures, there have been 10 accidents. WCC recorded 5 PICs (3 slight and 2 serious) and 5 more damage-only incidents were visible on Facebook. All the accidents recorded by WCC were due to driver error in negotiating the junction and not due to speeding; one PIC involved the bus turning into Longdown Lane.</p> <p>It was noted that the bollards are very dirty, are not sufficiently visible, particularly at dusk, and are too close to the junction. White lines on the road surface are also not visible on either side of the junction.</p> <p>Cllr Beech thanked Cllr Sheppard for collating the information.</p> <p>ACTION: Data, information on bollards and white lines to WCC along with a proposed 40mph speed limit</p>	Clerk
10.	Playground	
10.1	<p><u>To receive the quarterly playground inspection report</u> Cllr Honess confirmed that the most recent quarterly inspection, carried out in January, highlighted no new issues since the RoSPA inspection.</p>	
10.2	<p><u>To consider an action plan for the playground maintenance</u> Cllr Honess presented the action plan. Goals – interim repairs and potential replacement of goal posts Locked gate – no action proposed Timber bench – no action proposed Shelter – quote to be obtained for replacing slabs Basketball court – quote to be obtained for surface repair; replacement bolt to be sourced. Carousel – no action proposed Vertigo climbing wall – hold is missing – replacement part to be obtained Metal Slide and Multi Slide and Vertigo – need cleaning Minor works will be carried out by Cllr Honess.</p> <p>ACTION: quotes for work and replacement parts to be obtained</p> <p>ACTION: cleaning of equipment to be carried forward to March agenda with a view to volunteers carrying out the work</p> <p>Cllr Honess will complete the quarterly inspection report going forward.</p>	Cllr Honess/ Clerk Clerk
11.	Finance	
11.1	<p><u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Sheppard, Seconded by: Cllr Honess. It was resolved that the payments in the schedule be approved.</p>	

SCHEDULE OF PAYMENTS TO BE APPROVED on 4th FEBRUARY 2025

Payee Name	Description of Service	Amount £
Wix.com	Annual renewal	158.40
Lloyds	Bank charges	6.00
Office Direct	Willoughby Monthly paper	87.60
Lloyds	Bank charges	3.00
Total		£255.00

12.	Annual Community Meeting	
12.1	<p><u>To consider the arrangements for the Annual Community Meeting (ACM)</u> 29th April 2025 at 7pm was proposed. Detailed accident data from agenda item 9.2 will be made available for the ACM</p> <p>ACTION: Village hall availability to be established for 29th April 2025.</p>	Clerk
13.	2025/26 meeting dates	
13.1	<p><u>To consider the meeting dates for 2025/26</u> The following meeting dates for 2025/26 are proposed:</p> <ul style="list-style-type: none"> • 10th June 2025, 8th July 2025, 12th August 2025 • 9th September 2025, 14th October 2025, 11th November 2025 • 9th December 2025, 13th January 2026, 10th February 2026 • 10th March 2026, 14th April 2026, 12th May 2026 (including Annual Parish Council meeting) <p>The following remaining dates for 2024/25 have already been approved:</p> <ul style="list-style-type: none"> • 8th April 2025 • 13th May 2025 (including Annual Parish Council meeting) <p>Cllr Lewis proposed that the dates be approved. Seconded by: Cllr Honess</p> <p><i>It was resolved that the above meeting dates be approved.</i></p>	
14.	Correspondence	
	None	
15.	Councillors Reports	
	<p>Cllr Lewis reported that Smiths of Derby are proposing to carry out the annual service of the public clock on the church tower on 10th February. A resident will arrange access to the tower.</p> <p>Two deep potholes have appeared by the pond on Lower Street where there is no pavement. Photographs to be sent to the Clerk to report to WCC Highways.</p>	Cllr Honess/ Clerk
16.	Items for the Next Agenda	
	<p>Play Rangers</p> <p>Reserves Policy</p> <p>Topics for the Annual Community Meeting</p>	

17.	Date of the Next Meeting	
17.1	11 th March 2025 at 7.00pm in the Village Hall.	
	The meeting closed at 7.46pm	

Chair.....

Date

DRAFT