

Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 14th January 2025 at 7.00pm, 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 Parish Council Meeting held on 12th November 2024**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 St Nicholas' Church grant
 - 6.2 Signs for village pond
 - 6.3 Village Pond risk assessment
 - 6.4 'Slow' signs on Lower Street road surface approaching pond
7. **General Powers of Competence**
 - 7.1 To consider whether the Parish Council meets the eligibility criteria for the general power of competence as set out in Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012
8. **Planning Applications**
 - 8.1 To acknowledge the following planning application approvals:
 - R23/1256 3, TATTLEBANK COTTAGES, LONDON ROAD, WILLOUGHBY, CV23 8BL
Erection of a new agricultural building. Approval 04 Oct 2024
 - R24/0892 THE LODGE, MOOR LANE, WILLOUGHBY, RUGBY, CV23 8BU
Single storey extension to create attached garage. Approval 15 Nov 2024
 - R24/0507 70, MAIN STREET, WILLOUGHBY, RUGBY, CV23 8BH
Proposed front porch, single and two storey rear extension, rendering of property, and dropped kerb. Approval 25 Nov 2024
 - R24/0192 STEARN MEADOWS BARNES, LONDON ROAD, WILLOUGHBY
Class Q Prior Approval for the conversion of agricultural barn to 1no. residential dwellinghouse (Class C3). Required and Approved 24 Dec 2024

- R24/0321 STEARN MEADOWS BARNS, LONDON ROAD, WILLOUGHBY
Class Q Prior Approval for the conversion of agricultural barn to 1no. residential dwellinghouse (Class C3). Required and Approved 24 Dec 2024

9. Highways, Street Lighting and Footpaths

9.1 To receive any updates

10. Village Flag

10.1 To acknowledge the acquisition of the village Union Jack by two residents

11. Finance

11.1 To approve the payments in the schedule attached to this agenda

11.2 To consider the financial statements to 31st December 2024

11.3 To consider the 2025/26 mowing quotes

11.4 To consider the 2025/26 budgets

11.5 To approve the Precept request

11.6 To acknowledge that the Clerk has moved up one point on the NJC pay scale as a result of gaining the CiLCA qualification, in line with the employment contract

11.7 To consider the appointment of the internal auditor

12. Willoughby Brook

12.1 To acknowledge the work on the clearance of the brook

13. Correspondence (for information only)

None

14. Councillors' Reports

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

15. Items for the Next Agenda

16. Date of the next meeting:

16.1 Date of the next meeting 11th February 2025

SCHEDULE OF PAYMENTS TO BE APPROVED on 14th JANUARY 2025

Payee Name	Description of Service	Amount £
Greenstone Contracts	Mowing – November 2024	330.00
Unity Trust	Bank charges	6.00
The Sign Shed	Village pond sign	27.52
SafetySigns4Less	Village pond sign	62.30
Unity Trust	Bank charges	3.00
Thomas of Flecknoe	Hedge trimming	96.00
Village Hall	Hire of meeting room	42.00
Amazon	Paper for Willoughby Monthly Newsletter – 3 boxes @ £28.98	86.94
Total		£653.76

A handwritten signature in black ink, appearing to read 'JJ', enclosed within a rectangular border.

Parish Clerk – Joanne Jarman

Email: willoughbyparishclerk@gmail.com

Tel: 07809 197817

Website: willoughbyparishcouncil.org

Dated: 9th January 2025