

Willoughby Parish Council

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 8th April 2025 at 7.00pm, to which you are summoned for the transaction of the following business

Summons	Cllr Grahame Ash, 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 11th March 2025**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Planning application reference – R25/0183 – Site near Gate Farm
 - 6.2 Planning application reference – R25/0018 – Rose Inn
 - 6.3 Planning application reference – R25/0019 – Rose Inn
 - 6.4 Email to Cllr Dale Keeling
 - 6.5 Appointment of Cllr Ash as a signatory
7. **Planning Applications**
 - 7.1 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of use of the current office/storage area of the hand car wash (Sui Generis), to a convenience store (Class E(a)) – withdrawn by applicant/agent on 26th March 2025
8. **Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the damage caused by the running of cows through the village
9. **Playground**
 - 9.1 To receive an update on the playground maintenance action plan
10. **Finance**
 - 10.1 To approve the payments in the schedule attached to this agenda
 - 10.2 To consider the financial statements for the year ended 31st March 2025
 - 10.3 To approve the Annual Governance and Accountability Return – Section 1
 - 10.4 To approve the Annual Governance and Accountability Return – Section 2
 - 10.5 To confirm the dates of the period for the Exercise of Public Rights
 - 10.6 To approve the Certificate of Exemption – AGAR 2024/25

- 10.7 To approve the setting up of clerk@willoughbyparishcouncil.org email address at a cost of £11.20 per month in accordance with the requirements of the 2025 edition of the Practitioners Guide
- 10.8 To confirm the submission of the annual VAT claim of £1,582.10
- 11. Annual Community Meeting**
- 11.1 To confirm the arrangements for the Annual Community Meeting
- 12. Play Rangers**
- 12.1 To consider the arrangements for the Play Rangers
- 13. Policies**
- 13.1 To consider the Risk Register
- 14. Rugby Borough Local Plan**
- 14.1 To note the dates for the Local Plan Preferred Option consultation
- 14.2 To consider the Parish Council's response to the Preferred Option Consultation
- 14.3 To consider how to engage residents in responding to the consultation
- 15. Correspondence** (for information only)
None
- 16. Councillors' Reports**
To report on minor matters of information not included elsewhere on the agenda
- 17. Items for the Next Agenda**
- 18. Date of the next meeting:**
- 18.1 Date of the next meeting 13th May 2025 (to include the Annual Parish Council meeting)

SCHEDULE OF PAYMENTS TO BE APPROVED on 8th APRIL 2025

Payee Name	Description of Service	Amount £
Greenstone Contracts	Mowing - March	341.22
Tomato Energy	Streetlight electricity – January and February 2025	0.68
Tomato Energy	Streetlight electricity – March	42.92
Willoughby Monthly	2025 costs (50% to be refunded from Willoughby Charities)	226.76
Lloyds Bank	Bank charges	6.00
WALC	Subscription	182.00
Total		£799.58



Parish Clerk – Joanne Jarman
 Email: willoughbyparishclerk@gmail.com
 Tel: 07809 197817
 Website: willoughbyparishcouncil.org
 Dated: 3rd April 2025