

# Willoughby Parish Council

Minutes of the Parish Council Meeting held on Tuesday 11<sup>th</sup> March 2025

		Action
1.	<b>Record of Members Present</b>	
	Councillors M Beech (MB) (Chair), G Ash (GA) R Honess (RH) M Lewis (ML), S Sheppard (SS) Clerk: Joanne Jarman	
2.	<b>To receive Apologies</b>	
	Cllr Dale Keeling	
3.	<b>To receive Declarations of Personal or Pecuniary Interests</b>	
	None.	
4.	<b>Public Participation</b> <b>To receive any questions or presentations from the public</b> (15 minutes will be allowed for this item)	
	No members of the public were present.	
5.	<b>To Approve the Minutes of the Ordinary Parish Council Meeting held on 4<sup>th</sup> February 2025</b>	
	Proposed by: Cllr Lewis, Seconded by: Cllr Honess. <b><i>It was resolved that the minutes of the Parish Council meeting held on 4<sup>th</sup> February 2025 be approved.</i></b>	
6.	<b>To receive Progress Reports on Outstanding Items not covered later on the agenda</b>	
6.1	<u>Planning application reference – R25/0026 – Little Leys, Moor Lane, Willoughby</u> A no objection response was submitted on 5 <sup>th</sup> February 2025.	
6.2	<u>Planning application reference – R25/0065 – Old Filling Station, London Road, Willoughby</u> The agreed comments were submitted on 5 <sup>th</sup> February 2025.	
6.3	<u>Village Hall availability for the Annual Community Meeting on 29<sup>th</sup> April 2025</u> The village hall has been booked.	
7.	<b>Planning</b>	
7.1	<u>Planning application reference – R25/0183 – Site near Gate Farm, Woolscott Road – installation of 2.4m high replacement fencing</u> Following a discussion Cllr Beech proposed that a no objection response be submitted. Seconded by: Cllr Sheppard <b><i>It was resolved that a no objection response be submitted.</i></b> <b>ACTION: no objection response to planning application reference R25/0183 to be submitted.</b>	Clerk
7.2	<u>Planning application reference – R25/0018 – Rose Inn Public House, Main Street, Willoughby – retrospective application for installation of 2no. new first floor windows to east elevation</u> The application was received on 10 <sup>th</sup> March, not in time to form part of the agenda. It was agreed that no additional meeting was necessary. Cllr Beech proposed that a no objection response be submitted. Seconded by: Cllr Sheppard <b><i>It was resolved that a no objection response be submitted.</i></b>	

	<b>ACTION: no objection response to planning application reference R25/0018 to be submitted.</b>	<b>Clerk</b>
7.3	<p><u>Planning application reference – R25/0019 – Rose Inn Public House, Main Street, Willoughby for listed building consent including consent for demolition of corner porch and works to existing windows and internal alterations</u></p> <p>It was noted that this application was received on 11<sup>th</sup> March, not in time to form part of the agenda. It was agreed that no additional meeting was necessary.</p> <p>Cllr Beech proposed that a no objection response be submitted.</p> <p>Seconded by: Cllr Sheppard</p> <p><b><i>It was resolved that a no objection response be submitted.</i></b></p> <p><b>ACTION: no objection response to planning application reference R25/0019 to be submitted.</b></p>	<b>Clerk</b>
<b>8.</b>	<b>Highways, Street Lighting and Footpaths</b>	
8.1	<p><u>To receive an update on the junction of the A45, Longdown Lane and Woolscott Road</u></p> <p>An email exchange (appendix 1) with the Road Safety Liaison Officer at WCC Safety Engineering Team is attached to these minutes. The emails show the response to the concerns raised by the Parish Council stating why there is nothing that can or will be done at this time.</p> <p>Following the raising of concerns, the bollards have been cleaned.</p>	
8.2	<p><u>To receive an update on the damage caused by the running of cows through the village</u></p> <p>Cllrs Lewis and Beech met with the farmer who ran cows through the village, causing significant damage to the verges. The farmer was asked to carry out repairs to the verges, including mowing or rolling to level the surfaces, filling the holes with soil/topsoil dressing and sowing hard-wearing grass seed. The work has not yet been completed. The mowing contractors will carry out the first mow on 13<sup>th</sup> March and will mow round the damaged areas. The contractor has been asked to quote for carrying out the repairs which will be put to the farmer for consideration as an alternative solution.</p>	
8.3	<p><u>To receive an update on the concrete grips on Moor Lane</u></p> <p>WCC contractors carried out work on the grips which was substandard. Cllr Beech reported this to WCC Highways who acknowledged that the work was not up to standard. Despite further work being carried out, the work still fell short of the expected standard because the concrete did not go all the way to the brook.</p> <p>After concerns were raised again, the WCC Highways Engineer replied to say that the presence of the gabions (wire mesh and stones to retain the bank) means they cannot continue the concrete slope to the edge of the brook, as reconfiguring the gabions to allow this would be very expensive and could compromise the integrity of the bank. He said that the work should be sufficient, and floodwater will filter through the wire mesh into the brook.</p> <p>The Parish Council would like to thank WCC Highways for their work on this project and, also Cllr Dale Keeling who has funded the work from his delegated budget.</p>	
8.4	<p><u>To receive an update on the tarmacking of the grass verge in front of 5 White Barn Close</u></p> <p>Both the verge and the pavement were tarmacked by WCC Highways. This has greatly improved the section of pavement and means that, through the winter, vehicles will not distribute mud over the pavement and the road as they park on the verge or drive onto it to pass vehicles coming the other way.</p> <p>The Parish Council would like to thank WCC Highways for their work on this project and, also Cllr Dale Keeling who has funded the work from his delegated budget.</p> <p><b>ACTION: email to be sent to Cllr Dale Keeling thanking him for funding the work in 8.3 and 8.4</b></p>	<b>Clerk</b>
<b>9.</b>	<b>Playground</b>	
9.1	<p><u>To receive an update on the playground maintenance action plan</u></p> <ul style="list-style-type: none"> <li>• Goalposts have been repaired but will need replacing in the next year or so.</li> </ul>	

	<ul style="list-style-type: none"> <li>Bench has been repaired to cover the splinters.</li> <li>Climbing frame and basketball hoop - Cllr Honess and the Clerk reported that despite several attempts to contact the supplier of parts, no response has been received. The French head office was contacted on 4<sup>th</sup> March but again no response has been received. As the damage is minor it was agreed that no further action was deemed necessary.</li> <li>Cleaning of equipment – Cllrs Honess and Lewis will promote a cleaning day on Facebook.</li> </ul>	
9.2	<p><u>To receive the quotes for maintenance work, including equipment repairs</u> Basketball court repairs – a quote of £150 to repair cracks and subsidence in concrete has been obtained; the quote was accepted. Shelter – replacing the broken slabs would cost in excess of £1,000. The trip hazard is low risk. No work was considered necessary at this time.</p>	
<b>10.</b>	<b>Finance</b>	
10.1	<p><u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Beech, Seconded by: Cllr Lewis. <b><i>It was resolved that the payments in the schedule be approved.</i></b></p>	
10.2	<p><u>To confirm that the internal audit will take place on 14<sup>th</sup> April 2025</u> The Clerk confirmed that the audit will take place on 14<sup>th</sup> April 2025.</p>	
10.3	<p><u>To confirm Cllr Ash as a signatory to the Unity Trust account</u> Cllr Sheppard proposed that Cllr Ash be added as a signatory to the Unity Trust Account. Seconded by: Cllr Honess <b><i>It was resolved that Cllr Ash be added as a signatory to the Unity Trust Account.</i></b> <b>ACTION: Forms to be completed to add Cllr Ash as a signatory</b></p>	<b>Clerk</b>

**SCHEDULE OF PAYMENTS TO BE APPROVED on 11<sup>th</sup> MARCH 2025**

Payee Name	Description of Service	Amount £
Smith of Derby	Church Clock Service	294.00
Tomato Energy	Streetlight electricity – January 2025	46.36
PWLB	Loan repayment – streetlights	958.12
Tomato Energy	Streetlight electricity – February 2025	41.88
Lloyds	Bank charges	6.00
Total		<b>£1,346.36</b>

<b>11.</b>	<b>Annual Community Meeting</b>	
11.1	<p><u>To consider the topics for the Annual Community Meeting</u> Annual community report Accident data since 1<sup>st</sup> January 2021 for Longdown Lane/A45 junction Residents' views, questions and concerns</p>	
<b>12.</b>	<b>Play Rangers</b>	
12.1	<p><u>To consider the arrangements for the Play Rangers</u> Cllr Lewis will clarify the offer with RBC and report to the next meeting. The cost will be similar to last year and is included in the budget.</p>	

<b>13.</b>	<b>Policies</b>	
13.1	<p><u>To consider the Reserves Policy</u>  Cllr Sheppard proposed that the Reserves Policy be approved.  Seconded by: Cllr Honess  <b><i>It was resolved that the Reserves Policy be approved.</i></b></p>	
<b>14.</b>	<b>Rugby Borough Local Plan</b>	
14.1	<p><u>To receive an update on the Preferred Option Draft March 2025</u>  The proposed new local plan has been published and will run from 2024 - 2045. It will go out for consultation towards the end of this month. A copy has been posted on the Parish Council website under News.</p> <p>At present, there are no allocations for any specific development south of the A45/M45 except for houses at Stretton-on-Dunsmore and a proposed country park near Ryton-on-Dunsmore. The site at Lodge Farm has not been allocated although it was put forward. The map on page 7 of the plan gives an overview of allocations. Pages 14 and 15 list where residential and employment allocations are proposed and the maps in the appendices provide more detailed information about them.</p>	
<b>15.</b>	<b>Correspondence</b>	
	None	
<b>16.</b>	<b>Councillors Reports</b>	
	<p>Cllr Honess has reminded WCC Public Rights of Way Officer about the two gateways but has received no response as yet.</p> <p>The Clerk will be on annual leave from Monday 17<sup>th</sup> March returning on Friday 21<sup>st</sup> March.</p> <p><u>Local Government Reorganisation</u>  Cllr Beech and the Clerk attended a Zoom meeting on 10 March, to listen to Izzi Seccombe, Leader of Warwickshire County Council, and Monica Fogarty, CEO of WCC talk about the proposals for a Warwickshire Unitary Authority. The interim proposal must be submitted by 21 March 2025 and the detailed business case is due by 28 November 2025. Town and parish councils will not be affected structurally by the changes for the foreseeable future.</p>	
<b>17.</b>	<b>Items for the Next Agenda</b>	
	Risk Register	
<b>18.</b>	<b>Date of the Next Meeting</b>	
18.1	8 <sup>th</sup> April 2025 at 7.00pm in the Village Hall.	
	The meeting closed at 8.16pm	

Chair.....

Date .....

## APPENDIX 1.

### Email Exchange with the Road Safety Liaison Officer (RSLO) from WCC Safety Engineering Team regarding the Parish Council's concerns raised about the junction of A45, Longdown Lane and Woolscott Road

From RSLO – 6<sup>th</sup> February 2025

Dear Jo,

Thank you for your email dated 5<sup>th</sup> February 2025 with the various issues the Parish Council would like addressing. This location is known to us and has had a Casualty Reduction Scheme installed approximately 18 months ago. The scheme consisted of the following, which should address most of the concerns that the Parish Council have :

1. Installation of traffic calming islands with "Keep Left" Bollards for North/Southbound traffic to the crossroads, hatching to be realigned to incorporate the islands, and cats eyes/reflective road studs through hatching
2. Cats eyes/reflective road studs along Longdown Lane and Woolscott Road
3. Remarking of existing junction lining, ghost right turn markings, and "SLOW" road text

I have also, by copy of this email, informed your Highways Area Surveyor of the Parish Council's concerns with regards to some of the maintenance issues, as this will be for their attention, and to raise any remedial works that may be deemed necessary that have not been addressed by the Casualty Reduction Scheme.

With regards to the Parish Council's request for a 40mph speed limit in both directions on the A45, please be advised that the 60mph speed limit which currently exists is appropriate for the environment. Speed limits should be evidence-led, self-explaining and seek to reinforce people's assessment of what is a safe speed to travel, encouraging self-compliance. They should be seen by drivers as the maximum speed rather than a target speed at which to drive, irrespective of conditions. The Police are responsible for enforcing speed limits - if you believe there is an issue with inappropriate driver behaviour, then it is the Police you will need to approach. Please note that the Police state in their Speed Limit Policy :

*"In order for a speed limit to be successful it must be appropriate, consistent and enforceable. It is generally accepted that for an imposed rule, such as a speed limit, to be acceptable it must be seen as reasonable and appropriate and therefore tends to become, to a large extent, self-enforcing. Reducing speed limits without self-enforcing measures will not necessarily lead to a reduction in overall speed. In fact, there have been some occasions where a reduced speed limit has led to an increase in overall speed. A proposed speed limit that places additional and/or unnecessary pressure on Police resources and that is unlikely to have a significant effect on accident reduction and should not be supported"*

Warwickshire County Council uses The Department for Transport Circular 01/2013 as the base for setting speed limits. A link to this circular is provided here : <https://www.gov.uk/government/publications/setting-local-speed-limits>

The Circular 01/2013 states that speed limits should encourage self-compliance. The speed limit should reflect the function of the road and the road environment. For it to be effective, the reasons for a limit need to be apparent. If a speed limit is set unrealistically low for the particular road function and condition, it may be ineffective, and drivers may not comply with the speed limit.

Factors that are considered in speed limit decisions are:

- History of Personal Injury Collisions (PICs)
- Road Geometry and Engineering
- Road Function
- Composition of Road Users
- Existing Traffic Speeds

A principal aim in determining appropriate speed limits should, therefore, be to provide a consistent message between speed limit and what the road looks like, and for changes in speed limit to be reflective of changes in the road layout and characteristics. This includes the level of road-side development. In the case of the A45 through Willoughby, with the lack of frontages and very small number of houses, there is little change for a driver to observe and therefore any reduction in the speed limit would not be effective. Local speed limits are determined by traffic authorities having regard to guidance issued by the Department for Transport. On the basis of this guidance, a reduction in the speed limit at this location is not considered appropriate.

The nature of this road should be resulting in the majority of drivers travelling at a speed suitable for the environment, as the speed limit is not a target speed to travel at. Those drivers who are currently travelling at inappropriate speeds will not be deterred by

speed limit signs alone. The priority for Warwickshire County Council Safety Engineers is to implement safety schemes at locations where a history of treatable collisions has been identified, therefore our limited resources must be targeted to achieve a greater reduction in road casualties. As a Local Authority, we have to adhere to Policies set by the Department for Transport. Please be advised that Warwickshire County Council do not install changes in speed limits to address specific hazards.

We are pleased to be able to advise the Parish Council that Warwickshire Road Safety Partnership is bringing Partners together to improve the approach on how we investigate and respond to residents' concerns of speeding in their area. A consistent and data-led approach has been developed which considers all types of Personal Injury Collisions reported and average speed data at the location. To report a speed concern please visit <https://warksspeedconcerns.org/> and click on 'Reporting Speed Concerns.'

We trust the Parish Council find the reasons why Warwickshire County Council are unable to accede to this request for a reduced speed limit informative, and thank the Parish Council for taking the time to contact Warwickshire County Council with these concerns.

With Regards,

**Road Safety Liaison Officer : Safety Engineering Team**

Transport Planning & Road Safety Group

Communities Directorate

Warwickshire County Council, Shire Hall, Warwick, CV34 4RL

Website : [www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)

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**From:** willoughbyparish clerk <[willoughbyparishclerk@gmail.com](mailto:willoughbyparishclerk@gmail.com)>

**Sent:** 05 February 2025 14:40

**To:** traffic and safety

**Subject:** Re: Willoughby - junction of A45, Longdown Lane and Woolscott Road

Good afternoon

Willoughby Parish Council discussed the junction of the A45, Longdown Lane and Woolscott Road at its meeting last night.

Accident data for the period 1 January 2021 to 15 January 2025 has been collated from various sources. A copy is attached for your reference.

The following were raised at the meeting last night:

- very dirty and drivers have been witnessed swerving to avoid these at the last minute because they are not sufficiently visible. This in itself increases the risk of an accident.
- bollards are placed too close to the junction
- white lines along the sides of the road on both sides of the junction are very faded or non-existent
- a 40 mph speed limit on the A45 from both directions, so that drivers at the junction have more time to see traffic on the A45, would significantly reduce the likelihood of a serious accident

The Parish Council would request that the above are taken into consideration as a matter of urgency to reduce the risk of a serious accident.

Thanks and regards

Jo

**Jo Jarman**

**Willoughby Parish Clerk**

On Fri, 17 Jan 2025 at 08:56, traffic and safety <[trafficandsafety@warwickshire.gov.uk](mailto:trafficandsafety@warwickshire.gov.uk)> wrote:

OFFICIAL

Dear Jo,

Thank you for your email dated 15<sup>th</sup> January 2025 to Kevin, which has been forwarded to this Team for response.

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.

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.

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 £1 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.

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.

With Regards,

**Road Safety Liaison Officer : Safety Engineering Team**

Transport Planning & Road Safety Group

Communities Directorate

Warwickshire County Council, Shire Hall, Warwick, CV34 4RL

Website : [www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)

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**From:** willoughbyparish clerk <[willoughbyparishclerk@gmail.com](mailto:willoughbyparishclerk@gmail.com)>

**Sent:** 15 January 2025 07:42

**Subject:** Willoughby - junction of A45, Longdown Lane and Woolscott Road

Good morning

Your contact details have been passed to me by Stuart Sheppard, one of our Parish Councillors.

Concerns have been raised about the increasing number of accidents at the above junction.

Can I please ask if you have accident data for 2022/23 and 2023/24 that you can share with me?

Can I also ask who the best person within WCC Highways would be with whom we could raise our concerns?

Thanks and regards

Jo

**Jo Jarman**

**Willoughby Parish Clerk**