

Willoughby Parish Council

Minutes of the Ordinary Parish Council Meeting held on Tuesday 11th July 2023

		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 Interest	
	None	
4.	Public Participation To receive any questions or presentations from the public (15 minutes will be allowed for this item)	
	None	
5.	To Approve the Minutes of the Meeting held on 13th June 2023	
	Proposed by: Cllr Honess, Seconded by: Cllr Sheppard Approved	
6.	To Receive Progress Reports on Outstanding Items not covered later on the agenda (for information only)	
6.1	Pathways by the Old School House and along the Shrubberies footpath from Lower Street – the Locality Officer has confirmed that the footpath next to the Old School House is already on the future works list for resurfacing albeit, as it is a Right of Way, it is “quite far down the list”. He has also confirmed that WCC is not responsible for the unadopted path along the Shrubberies footpath from Lower Street so he will not be adding this to his work schedule.	
6.2	Following confirmation that the volunteers are acting on behalf of the Parish Council, the completion of a risk assessment and responding to questions raised about the Tug of War event, the insurers confirmed that the Willoughby Festival is covered by the Parish Council’s public liability insurance at no extra cost.	
6.3	Four Play Ranger sessions have been arranged from noon until 2pm on Monday, 31 st July, 7 th August, 14 th August and 21 st August in the playing field. Each session will have a different theme chosen from Nature Explorers, National Play Week, Mad Science, Mini-Olympics and Water Play. All children under 8 years of age must be accompanied by an adult. Everyone is welcome but the activities are more suitable for children aged under 12. The sessions have been advertised in the Willoughby Monthly and arrangements made to distribute flyers to all households. In addition, the Clerk will put up a notice on the Willoughby Monthly Facebook page. ACTION: Soft copy of the flyer to be sent to the Clerk and Cllr Beech for posting on Facebook and the website.	ML

7.	Planning	
7.1	<p><u>R23/0196 Construction of a new dwelling adjacent to No 42 Main Street</u></p> <p>The planning application was approved unanimously at the RBC Planning Committee meeting on 21 June 2023. During the meeting as part of his presentation, the applicant said that 'at the meeting, local councillors raised no objections and, indeed, gave support for an additional family home in the village so we know there is support for an additional home in the village.'</p> <p>Councillors want to put it on record that, during the public participation session at the Parish Council meeting on 1 March 2023 to which the applicant is referring, councillors did not say they gave support for an additional family home in the village nor imply that this specific application was supported by councillors on this basis.</p> <p>Within the bounds of planning law, the Parish Council had no grounds to object to this application. This is not the same as supporting the application.</p>	
8.	Highways, Street Lighting and Footpaths	
8.1	<p><u>To receive an update on the street lighting upgrade on Woolscott Road</u></p> <p>An update has been received from the WCC Street Lighting and County Highways Communities Officer. It has been confirmed that further work is required to enable the remaining street light to be installed and that the delivery time is in excess of 16 weeks.</p>	
8.2	<p><u>To receive an update on the “20 is plenty” signs</u></p> <p>Plywood for the signs to be mounted on needs to be acquired.</p> <p>ACTION: Plywood to be acquired at a cost of £10.</p> <p>Residents can acquire their own signs from:</p> <p>https://www.20splenty.org/stickers_and_campaign_materials</p>	SS
8.3	<p><u>To receive an update on WCC responsibilities for informing residents that hedges need to be trimmed</u></p> <p>Overhanging hedges can be reported via the Warwickshire County Council portal:</p> <p>https://www.warwickshire.gov.uk/reportaproblem</p> <p>WCC will carry out the work if the hedges are in an area for which it is responsible, otherwise a remedial order will be raised on the occupier of the property.</p>	
8.4	<p><u>To receive an update on the felling of four ash trees on Lower Street</u></p> <p>The owner of the land has reported that the trees have been inspected and whilst the opinion is that the trees are not suffering from ash dieback, they are old and the four largest trees will be felled. The owner has highlighted that the felling of the trees will change the character of Lower Street and has requested that the Parish Council confirms that it has no objection to the felling of the trees. It was noted that this is not a Parish Council matter and the owner will make the decision on felling the trees based on health and safety reasons.</p>	
8.5	<p><u>To receive an update on the upgrade of the street lighting and to consider funding options</u></p> <p>A competitive quote has been received that compares very favourably with the quote from E.On 18 months ago which was in excess of £20,000 + VAT.</p> <p>The Parish Council could meet a reasonable proportion of the cost of replacing the lights by reallocating funds set aside over the next four years for street light maintenance and replacements, but would also have to raise money to fund the balance, by way of a grant and/or a loan. Estimates of savings on electricity, due to upgrading to LED lighting, currently range from £500 to £1,600 depending on the information source. Maintenance costs would be minimal.</p> <p>Unless the Parish Council can find the additional funding required, the street lighting will cost significantly more in the near future, due to the two remaining concrete poles becoming unsafe and the current sodium lanterns becoming obsolete. There is also a need for one or more residents to join the Street Light Action Group to provide support to research grants and loan mechanisms.</p>	

	<p>ACTION: Further work to be carried out before the project can be given further consideration including, clarification on electricity savings, obtaining two further quotes, establishing lead time from order to completion, the availability of grants and low-cost loans.</p> <p>The Street Light Action Group will also need to agree on the way forward.</p>	ML
8.6	<p><u>To receive an update on the gateway infills at Big Ground and near Hayward Lodge</u> The WCC Rights of Way Officer (RoWO) has met with the owner of the gateway near Hayward Lodge who has agreed to go ahead with the work; an offer has been made to the owner and a response is awaited. Cllr Honess has reviewed the Big Ground site and considers that a flat-bed lorry can access the site; the RoWO and her colleague need to survey the area for access and drainage.</p>	
9.	Finance	
9.1	<p><u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Sheppard, Seconded by: Cllr Lewis. Approved</p>	
9.2	<p><u>To review the financial statements for the three months ended 30th June 2023</u> Cllr Beech carried out the accounting check for the quarter to 30th June 2023 prior to the meeting and confirmed that all is in order.</p>	
9.3	<p><u>To approve the quote of £105 plus VAT plus delivery for the purchase of “Road Flooded” signs</u> The signs will be stored in the village hall. Proposed by: Cllr Honess, Seconded by: Cllr Sheppard</p>	

Payee Name	Description of Service	Amount £
Greenstone Contracts	June mowing	560.00
Unity Trust	Quarterly bank charges	18.00
WALC	Introduction to Planning – SS	60.00
R Honess	Stake and strap for commemorative tree	11.75
R Honess	Fixings for playground	26.39
Total		£676.14

10	Councillor Vacancy	
10.1	<p><u>To receive an update on applications for a Co-opted Councillor and to consider the next steps</u> The Clerk confirmed that no applications have been received. The post will be re-advertised in September.</p>	
11.	Correspondence	
11.1	None	

12.	Councillors' Reports	
	<p>The Clerk will be on annual leave from 15th July 2023 returning on 24th July 2023. It was agreed that, if a resident needs to contact the Parish Council on an urgent matter, they should contact Cllr Beech at maggie.beech.247@gmail.com.</p> <p>Cllr Beech thanked Cllrs Lewis and Honess for repairing the kiss gate to the playing field extension.</p> <p>Cllr Sheppard has inspected all the benches in the village and reported that the benches in Brooks Close and Woolscott Road are unusable due to overgrown vegetation.</p> <p>ACTION: Resident in Brooks Close to be asked to trim their hedge. ACTION: Vegetation around the bench in Woolscott Road to be strimmed. ACTION: Cllr Sheppard to put a report together so that a maintenance schedule can be put in place</p> <p>Cllr Honess reported that the weeds at the front of the pond need clearing.</p> <p>ACTION: Quote to be obtained for the clearing of the weeds.</p> <p>The WCC Locality Officer has reported that the weeds growing along the kerbs were sprayed on 6th July.</p> <p>Cllr Lewis reported that he and a resident repaired the Telephone Box Book Exchange door. Cllr Beech thanked them for their work.</p>	<p>RH SS SS</p> <p>RH</p>
13.	Items for the Next Agenda	
	None	
14.	Date of the Next Meeting	
	Tuesday, 8 th August 2023 at 7.30pm in the Village Hall	
	The meeting closed at 20.26pm	

Chair

Date.....