

Willoughby Parish Council

PARISH COUNCIL MEETING

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 9th September 2025 at 7.00pm, to which you are summoned for the transaction of the following business

Summons	Cllr Maggie Beech, Cllr Grahame Ash, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
Invitees	The General Public, Cllr Dale Keeling
Meeting Chair	Cllr 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 and press may be required 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 Interests.**
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 meeting held on 12th August 2025**
6. **To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Overflowing waste bins and schedule of emptying
 - 6.2 Maintenance of brook opposite the village hall
7. **Planning Applications**
 - 7.1 None
8. **Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the repainting of the Main Street bus shelter
 - 8.2 To consider the quote for the new plank for the bench next to the telephone box
 - 8.3 To consider the work required on the overgrown shrubs on the island surrounding the village sign
 - 8.4 To receive an update on the removal of the dog waste bin next to the telephone box
9. **Finance**
 - 9.1 To approve the payments in the schedule attached to this agenda
 - 9.2 To consider the annual grant of £450 to the Village Hall
 - 9.3 To confirm receipt of the second instalment of the Precept
10. **Play Rangers**
 - 10.1 To receive feedback on the Play Ranger sessions
11. **Village Pond**
 - 11.1 To consider the work required on the trees at the pond
12. **Policies**
 - 12.1 To consider the IT Policy
13. **Correspondence** (for information only)
None
14. **Councillors' Reports and Items for the Next Agenda**
To report on minor matters of information not included elsewhere on the agenda and to raise items for future agendas

15. Date of the next meeting: 7th October 2025

SCHEDULE OF PAYMENTS TO BE APPROVED on 9th September 2025

Payee Name	Description of Service	Amount £
Tomato Energy	Street lights – July 2025	31.07
Greenstone Contracts	August mowing and mowing for village fete	868.33
Unity Trust	Service charge	6.00
Darren Dunkley	Willow tree at the pond	70.00
Village Hall	Hire of Main Hall and Committee Room	60.50
PWLB	Streetlight loan repayment	958.12
Total		£1,994.02



Parish Clerk – Joanne Jarman

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Dated: 4th September 2025