

Willoughby Parish Council

Agenda

I hereby give notice that an Ordinary Meeting of Willoughby Parish Council will be held in the Village Hall on 14 March 2023 at 7.30pm, to which you are summoned for the transaction of the following business

Summons	Cllr Mike Thomas, Cllr Maggie Beech, Cllr Rod Honess, Cllr Malcolm Lewis, Cllr Stuart Sheppard
Invitees	The General Public, Cllr Howard Roberts (WCC) and Cllr Emma Crane (RBC)
Meeting Chair	To be elected at the meeting
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'.

- 1. Election of Chair and 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 Meeting held on 1st March 2023**
- 6. To receive Progress Reports on Outstanding Items not covered later on the agenda**
(For information only)
 - 6.1 Planning application reference: R23/0072
 - 6.2 Planning application reference: R23/0161
 - 6.3 Planning application reference: R23/0194
 - 6.4 Planning application reference: R23/0196
 - 6.5 Footpath between Magdalen Road and Main Street
 - 6.6 Mowing grant for Church
 - 6.7 Flag for the Coronation
 - 6.8 Permission for laying of hedge at Jubilee Allotment
- 7. Planning Applications**
 - 7.1 None
- 8. Highways, Street Lighting and Footpaths**
 - 8.1 To receive an update on the kiss gate and footpath action plan
 - 8.2 To consider the next steps for the Shrubbery kiss gate
 - 8.3 To provide an update on faulty street lights
 - 8.4 To consider quotes for the street light maintenance
- 9. Finance**
 - 9.1 To approve the payments in the schedule attached to this agenda
 - 9.2 To consider a contribution to the printing costs of the Willoughby Monthly
 - 9.3 To confirm the appointment of the internal auditor
 - 9.4 To approve the increased cost of the CiLCA training course
- 10. Playground**
 - 10.1 To receive an update on the painting of the Igloo

11. Risk Register

11.1 To review and update the risk register

12. Volunteer Groups

12.1 To receive an update on the Flood Action Group

12.2 To receive an update on the Street Lighting Action Group

13. Coronation Mugs

13.1 To receive an update on the Coronation mugs

13.2 To approve the cost of Coronation mugs for children in the Parish

14. Tree to commemorate the reign of Queen Elizabeth II

14.1 To consider the wording for the plaque

14.2 To consider possible dates and times for the tree planting ceremony

14.3 To consider the format and publicity for the ceremony

15. Correspondence (for information only)

None

16. 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

17. Date of the next meeting: 11th April 2023

SCHEDULE OF PAYMENTS TO BE APPROVED on 14 MARCH 2023

Payee Name	Description of Service	Amount £
M Lewis	Sample Coronation Mug	10.49
nPower	Street light electricity – February	105.76
Greenstone Contracts	Mowing – March	235.00
Total		£351.25

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