

**Minutes of the Parish Council Meeting held on Tuesday 7 January 2014 in the Village Hall at 7.30 pm**

**Members Present:** Councillors M Thomas (Chairperson) B Hallam, A Belgrove, R Settle, T Thomas and the Clerk

**Members of the Public Present:** Rugby Borough Councillor R Hazelton (Part Meeting)

1. **Apologies:** An apology was received from County Councillor H Roberts
2. **Declaration of Interests** – Councillor R Settle - allotments
3. **Questions from the Public** - None
4. **Minutes** on the proposition of Councillor Settle seconded by Councillor Belgrove the minutes of the meeting on 19 November 2013 were approved as a true record and signed by the Chairperson and Clerk.
5. **RBC Councillor R Hazelton – update on issues**

5.1. **Sawbridge Road** – Speeding – A vote of thanks from Grandborough Parish Council for the Parish Council's support in reducing the speed along Sawbridge Road.

5.2 **Mobile Library** – RBC Councillor R Hazelton had received a letter from the WCC regarding the removal of the Mobile Library from Grandborough and Willoughby. Clerk asked to contact WCC H Roberts for clarification as the Parish Council had been led to believe that the Mobile Library would continue for Willoughby but at different dates and times.

5.3 **Moor Lane** – Chairperson M Thomas told RBC R Hazelton that he had e-mailed WCC Highways Engineers regarding the breaking down of the edges on the recently repaired Moor Lane. He had been advised that the road was now half a metre wider and that the Highways Department would request the Contractors to repair the damaged edges.

5.4 **Flooding** – Chairperson M Thomas informed the meeting of a meeting in the Village Hall on Monday 13 January at 7.00 pm with Warwickshire Flood Community Pathfinder Project to progress ideas identified at the initial meeting on 12 November 2013. RBC R Hazelton stated that he believed that Willoughby Parish Council had the power to close roads in the event of flooding, this would be clarified on 13 January.

RBC R Hazelton left the meeting.

6. **PLANNING**

6.1 R13/1965 – **Navigation Farm** – erection of Workshop/store for agricultural equipment – Planning permission granted

6.2 R13/2126 **The Lodge Willoughby House** – Erection of a replacement dwelling with an attached Garage (amendment to Planning permission R11/0031) – Planning permission granted.

6.3 R13/2271 **The Barn Woolscot Road** – Planning application for the

conversion of a redundant brick built agricultural barn to a three-bedroom dwelling together with extensions and alterations to the existing roof. The Parish Council has raised no objections.

6.4 R13/2327 **Navigation Farm** – proposed extension to existing hay/straw and fodder storage barn – Plans circulated to Councillors for consideration.

## 7. **CORRESPONDENCE**

7.1 **Willoughby Educational Foundation** – on the proposition of Councillor T Thomas seconded by Councillor Hallam it was agreed that Mr D Neville should continue as the Parish Council's representative on the Willoughby Educational Foundation.

7.2 **Over 60's Meal** – The Parish Councillors had received a cheque of £510 for the funding of the Over 60's Christmas Lunch. Clerk was asked to write and thank the Charity for this most generous donation.

8. 8.1 **Village Pond** – A vote of thanks was recorded to the Chairperson for once again rodding the outlet from the pond so as to clear it of vegetation preventing the free flow of water from the pond.

8.2 **Playing Field** – A draft transfer document has been sent by our Solicitor to Mrs Brailsford's Solicitor and a reply is awaited.

Rugby Borough Council is to be approached to see if they can offer "Solicitors type of work" on behalf of the Parish Council and if so at what fee.

### 8.3 **Highways**

8.3.1 **Brook Moor Lane** – The Council has been advised that the vegetation in the brook between "Barbary Cottage" and the Pumping Station bridge will be cleared week commencing 13 January – this to include the culverts at the junction of Moor Lane/Lower Street

8.3.2 **Moor Lane** – the drain in Moor Lane just past "Old Pastures" has been cleared by jetting with high pressure water and surface water is now running freely into the brook.

8.3.3 **Moor Lane Re-surfacing** – see minute 5.32 earlier.

8.3.4 **A45 Footpath** – The Highways Department is to be informed that the footpath from the Old Railway Bridge up to the Northamptonshire border on the Braunston side of the A45 needs to have the verges cut back so as to clear the whole of the footpath. Clerk to also advise Councillor Roberts.

### 8.4 **Allotments** –

8.4.1. **Water** – an application has been made to Councillor Roberts for a grant towards the cost of installing water on the site – a response is expected shortly.

8.4.2 **Allotment Association** – a meeting is to be held on 16 January in the Rose Inn with the Chairperson and Secretary of the Association to discuss Plot Rentals, the Constitution Document forwarded to the Association and Tenancy Agreements.

Parish Councillors agreed to reduce the proposed Plot Rental to £30 plus water per plot.

Councillor T Thomas has generously donated a 12' x 8' Shed to the Association and this will be offered to them on the 16<sup>th</sup>.

8.5 **Neighbourhood Watch** – nothing to add.

8.6 **Parish Plan** – the final Draft Plan is back with Rugby Borough Council and a response is awaited

8.7. **Village Design Statement** – ongoing

8.8 **Emergency Plan** - ongoing

8.9. **Housing Needs Survey** – Mr D M Mugglestone of Midland Rural Housing has advised that a flyer to every household should be ready by 15 January and then circulated with the February edition of the Willoughby Monthly. It is then proposed to collate the responses by the end of March with a report back to Willoughby Parish Council in April.

8.10 **Computer** – A Computer has been obtained for use by the Parish Council and Mrs A Mitchell is to be contacted to see if she can make use of it in preparing and recording the Parish Minutes.

8.11 **Sandbags** – As yet the Village Hall Committee has not been approached regarding the storage of Sandbags in readiness for any future flooding. Clerk to approach Village Hall Committee.

8.12 **Dog Dirt** – Once again the Council has received complaints of dog mess in the Village, however, in order for the Dog Warden to take action this needs to be reported to her by the person noticing the Dog mess and the naming of the offender. This can be carried out by the Parish Council providing the offender/observer times and dates are forwarded to the Council.

9 **FINANCIAL REPORT**

9.1 **Payments** – on the proposition of Councillor T Thomas seconded by Councillor A Belgrove the following payments were approved:

M Thomas – photocopying	£ 15.60
G Rigby – Playing Field	£ 239.51
T Thomas – Playing Field	£ 315.60
Rose inn – Over 60's Lunch	£ 550.00
E.ON – Electricity Maintenance	£ 131.70
Village Hall Hire	£ 35.00
E.ON – Electricity Supply	£ 135.98

9.2 **Playing Field Expenditure** – Parish Council is to approach the Willoughby Educational Foundation with regard to a grant towards the cost of maintaining and running the Playing Field and Equipment. The Council is to look at alternative surfaces under the swings to try and avoid the continual expense of replacing the bark.

10. **Date of Next Meeting** – Next Parish Council Meeting Tuesday 11 February 2014 at 7.30 pm in the Village Hall

**Parish Clerk**..... **Chairperson**.....

**Date** .....