

# ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 16 MARCH 2020 AT 7.30PM IN THE PARISH HALL ANNEXE

- Present:** Cllr D Sayer (Chairman)  
Cllrs Mrs J Pearsey, A Rock, N Barker, J Leighton, and Dr J Entwistle
- In Attendance:** District Cllr I Stokes and Denise Gascoyne(Parish Clerk)
- Absent:** Cllrs A Newton, Ms C Fleming, Ms E Ruggaber, G Nelson and Mrs V Nelson
- Public Forum:** In view of the ongoing situation, the public forum was cancelled.

The meeting began at 7.30pm

### **1.Chairman's Welcoming Remarks:**

The Chairman Cllr D Sayer welcomed everyone to the meeting.

### **2.Apologies for Absence:**

The Clerk recorded that apologies for absence with valid reasons had been received from Cllrs A Newton, Ms C Fleming, Ms E Ruggaber, G Nelson and Mrs V Nelson.

It was proposed, seconded and

**Resolved:** that apologies for absence be accepted from Cllr A Newton, Ms C Fleming, Ms E Ruggaber, G Nelson and Mrs V Nelson

### **3.Declarations of Interest:**

Cllr D Sayer Item 13c Planning.

**4,To approve and accept** as a true record the notes of the meeting held on 18 February 2020 and to authorise the Chairman to sign the official minutes.

It was proposed, seconded and

**Resolved:** that the minutes of the meeting held on 18 February 2020 be approved and accepted as a true record. These were signed by the Chairman.

### **5.Report from County Councillor/District Councillor:**

a. District Cllr Stokes said the budget had gone through at SKDC. Meetings are also being cancelled at SKDC.

### **6.Speed Watch:**

a. County Cllr Wootten had raised concerns with the Chief Constable re concerns raised by the Community Speed Watch team in Ancaster. This had been forwarded to the Ancaster Speed Watch Co-ordinator. He had said he would contact County Cllr Wootten direct.

### **7.Highways Issues:**

a. Replacement kerbs A153 opposite LCC depot had now been repaired and the pathway cleared of mud.

b. LCC Enforcement officer had said they had an ongoing issue with Copper Hill Quarry and our details would be added to the file.

c. As County Cllr Wootten had sent his apologies nothing further had been received re a request for a weight limit through Ancaster.

d. Cllrs had been informed of multiple potholes north of Fir Tree Lane. These had been reported to Highways.

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e. Notification of Emergency Traffic Restriction B6403 Ermine Street between A153 and Wilsford Lane 16.03.2020 to 27.03.2020 – this was in progress.

### 8.Parish Clerk Update:

- a. Simon Pattison Mid UK had reported that the demolition of buildings damaged in the fire in September 2018 would take place in March. He also apologies for the amount of litter due to the recent storm. The construction of a right-hand turn into the place would begin later in the year. The installation of automatic fire suppression equipment into all the SRF processing units should be completed by March 2020. A deep clean is being carried out of 3 of the main SRF processing buildings on the site.
- b. SKDC reported that No.6 Light Angel Court would be repaired within 7-10 days.

### 9.Correspondence:

- a.LALC e-news 17.2.20 – circulated to all Cllrs
- b. Railfuture February edition – passed to Cllr Dr Entwistle
- c. Local Councils Update – passed to Cllr J Leighton
- d.HSBC changed to terms and conditions – FOR INFORMATION ONLY.
- e. Clerks & Councils Direct – passed to Cllr J Leighton
- f. Coronavirus: Update for Councils – circulated to all Cllrs.
- g. Clerk magazine – passed to Cllr N Barker
- h. Lincolnshire Funding Portal
- i. LCC Town & Parish Council update – circulated to all Cllrs
- k. Latest news from ICCM had been circulated to Cllr Dr J Entwistle and Cllr Newton
- l. Notification had been received that Paul Stokes Corporate Operations SKDC was the contact for queries re Coronavirus outbreak.

### 10.Cemetery/Newton Meadow/Churchyard:

- a. Nothing to report.

### 11.Grass Cutting/Grounds Maintenance:

- a. Nothing to report.

### 12.Finance:

a. The Approval List of BACS payments had been circulated to all Cllrs/ These had been checked by Cllr Sayer. It was proposed, seconded and  
**Resolved:** to authorise the BACS payments amounting to £1530.70 as per the Approval List.

b. The Approval List for cheque payments had been circulated to all Cllrs. These had been checked by Cllr Sayer. It was proposed, seconded and  
**Resolved:** to authorise the following cheque payments. The cheques were signed by Cllr Sayer and the Clerk as no other authorised signatories were present.

101412	Edge IT Systems	End of Year Webinar	£48.00
101413	L.A.L.C	Subscription	£382.33
101414	M H Blankley	Plumbing repairs	£84.00
101415	D Gascoyne	01.01.20 to 15.03.20 expenses	£47.27
101416	S.K.D.C	Cemetery Rates	£141.11
DD	OPUS Energy	Electricity	£114.43

c. The Bank Reconciliations, Transfers and Cashbook to 29 February 2020 had been circulated to Cllrs. It was proposed, seconded and  
**Resolved:** to accept the Bank Reconciliations, Transfers and Cashbook to 29 February 2020.

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d .Notification had been received of a Change of Governance for the Public Works Loan Board(PWLB) to HM Treasury. Everything would continue as it has for Ancaster Parish Council. FOR INFORMATION ONLY

e. The Clerk confirmed that a refund of £497.01 had been received from Anglian Water. FOR INFORMATION ONLY

f.The Clerk reported that the parish hall business rates bill had been received, with 100% discount. FOR INFORMATION ONLY

### **13.Planning:**

a. S19/1831 Planning permission for 2-storey rear extension 64 Ermine Street. FOR INFORMATION ONLY.

b. S19/2203 Planning permission for rebuilding of existing planter bed Ancaster hall 13 Ermine Street. FOR INFORMATION ONLY.

c. S19/2167 Planning permission for erection of 2-storey extension to rear and single storey extension to front/rear incl. external remodelling and a proposed dropped kerb. 102 Ermine Street. FOR INFORMATION ONLY.

d. S20/0387 Planning application for reduction of crown to sycamore 22 Roman Way

It was proposed, seconded and

**Resolved:** to make no comments on this application

e. S20/0152 Work allowed for removal of dead limbs to tree in rear garden The Old Vicarage. FOR INFORMATION ONLY

### **14.Parish Hall:**

a. A quotation for a replacement heating system had been received.

It was proposed, seconded and

**Resolved:** to leave any future projects in abeyance until the current Covid-19

b. The microwave in the parish hall kitchen was no longer working.

It was proposed, seconded and

**Resolved:** To purchase a new microwave

### **15.Playing Field:**

a. The Chairman reported that a F A Inspection was needed before any further money was spent to try to rid the field of leatherjackets. Cllr Rock said crows were intelligent and if some were killed they would stay away for a few weeks. A quotation had been received which would virtually take up all the money in the playing field account.

### **16.Reports from Councillors:**

a. Cllr J Leighton reported that consent had been given from LCC Highways to provide a bus shelter at the top of Rookery Lane/A153. Cllr Leighton reported that the site had been measured up for a bus shelter. A plan of the base would be made.

b. Cllr Dr J Entwistle had circulated dates for the Coffee Mornings asking if any Cllr was available to attend. These had now been cancelled for the foreseeable future

### **17.Suspension of Standing Orders/Financial Regulations:**

a. It was proposed, seconded and

**Resolved:** that the Parish Council give delegated authority to the Chairman and Clerk to suspend any relevant Standing Order or Financial Regulation as necessary to ensure the smooth running and operation (wherever possible) of the Parish Council for a period of **no longer than 3 months** (or as circumstances dictate). All payments will be made by BACS (where possible) after Approval Lists have been circulated. The Clerk to compile and maintain a list of any such suspensions and reasons which will be presented to a future meeting.

**18.Training:**

- a. The Clerk confirmed she had taken part in the End of Year Finance Webinar with Edge IT. She reported it was very useful and should ensure the end of year runs smoothly
- b. The Chairman reported that he and the Clerk had attended website training on 06 March. He confirmed that the current website would not be supported by LCC after the end of March. A new one was being set up by LCC and a new password would only be issued after training. The old website would be closed by the end of September when all minutes etc had been transferred to the new site.

**19.Date of Next Meeting:**

- a. The next meeting 20 April has been cancelled in order to place public safety at the forefront. The parish council are looking into holding its future meetings through Microsoft-teams or Zoom.
- b. The next meeting – a virtual meeting was provisionally set for 18 May 2020 at 7.30pm

There being no further business the meeting closed at 8.25pm

**It is important to understand that the information given above represents notes of the meeting which took place and do not become Minutes of ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL until accepted or otherwise at the following meeting.**