

# **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL**

Parish Clerk: Denise Gascoyne 82 Ermine Street ANCASTER NG32 3QP

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11 March 2023

Dear Councillor,

You are hereby summoned to attend the next meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **18 March 2024**

In the Parish Hall Annexe at 7.30pm.

**Prior to the commencement of the meeting there will be a 10-minute Public Forum when members of the public may address or put questions to the Parish Council on any matter connected with the Agenda, or for inclusion on a future Agenda. They are welcome to stay for the remainder of the meeting but can take no further part in proceedings.**

Denise Gascoyne  
Parish Clerk

## **AGENDA**

1. Chair's Welcome and Housekeeping Arrangements.
2. **Apologies for Absence:** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
3. **Declarations of Interest:** To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in Agenda items not previously noted on Members' Register of Interest and any written requests for dispensation.
4. **To approve and accept** as a true record the notes of the meeting of the Parish Council held on **19 February 2024** and to authorise the Chairman to sign the official minutes.
5. **Report from County Councillor/District Councillor:**
  - a. Update on Flooding Water Lane.

6. **Chair update:**
  - a. Electric Vehicle Charging Locations
7. **Planning:**
  - a. S24/0282 Planning application change of use of agricultural land to a site for dog exercising/training. Land off Rookery Lane Sudbrook
  - b. S24/0062 Planning application single storey side extension, alterations to windows following demolition of existing conservatory. 6 Charles Avenue
  - c. Local Plan review 29.02.24 -25.4.24
8. **Speed Watch:**
  - a. Confirmation order has been placed for new batteries for SID and fitted.
9. **Parish Clerk Update:**
  - a. Communicating with your Community
  - b. EMR – ticket collection
10. **Correspondence:**
  - a. NALC updated guidelines on council email addresses.
  - b. Local Councils Update
  - c. LALC e-news
  - d. LCC Town and Parish Newsletter.
  - e. Railfuture February 2024
  - f. Clerk and Councils Direct
  - g. LALC Training Bulletin
  - h. The Clerk
11. **Cemetery and Newton Meadow:**
  - a. Update on Tall Thrift Survey
  - b. Update on CES Agreement
  - c. Update on Information Board and Bench
12. **Grass Cutting/Grounds Maintenance:**
  - a. Report if any.
13. **Parish Hall:**
  - a. Report if any.
14. **Report from Councillors:**
  - a. Report if any.
15. **Playing Field:**
  - a. Report if any.
16. **Finance:**
  - a. To resolve to approve and accept Bank Reconciliations, Bank Transfers and Cashbook (already circulated) to 29 February and for Chairman to sign.
  - b. To resolve to accept Retrospective Pro Forma Payment made 21.02.24

- c. To resolve to approve and accept Staff BACS Payments as per the Approval List (already circulated) authorise the Clerk to make the payments and the Chairman to sign.
- d. To resolve to approve and accept other BACS/DD Payments as per the Approval List (already circulated) authorise the Clerk to make the payments and Chairman to sign.
- e. To confirm Commercial Waste collection has been increased by £4.33 per month – annual increase £52.00.

**17. Training:**

- a. Clerk – JADU Basic Course and website reset.

**18. Date of Next Meeting:**

- a. To confirm the next meeting as **15 April 2024** at 7.30pm in the Parish Hall Annexe.

- 19 **To resolve to move into closed session** in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matter.

- a. To discuss Staff Pay Award