

# ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

Parish Clerk: Denise Gascoyne 82 Ermine Street ANCASTER NG32 3QP  
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08 April 2019

Dear Councillor,

You are hereby summoned to attend the next meeting of **ANCASTER, SUDBROOK AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **15 April 2019** 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. Chairman'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 Council held on **18 March 2019** and to authorise the Chairman to sign the official minutes.
5. **Report from County Councillor/District Councillor:**
  - a. Further request for pothole junction Rookery Lane and manhole cover in Sudbrook to be fixed
6. **Community Speed Watch:**
  - a. Confirmation Speed Watch equipment had been purchased and Training session held.
  - b. Confirmation village gates had been received

7. **Highways Issues:**
  - a. Request for support for speed reduction A153 West Willoughby
  - b. Confirmation Highways Officer has been requested to investigate the amount of HGV's through Ancaster especially in the early hours.
8. **Parish Clerk Update:**
  - a. Update on refurbishment of Sudbrook Phone Box and installation of defibrillator
  - b. To thank District Cllr I Stokes and District Cllr Mrs R Kaberry-Brown for their generous donations for the defibrillator.
  - c. Confirmation email be sent to Network Rail re pot holes Station Approach
9. **Correspondence:**
  - a. LALC News Issue No.168 – circulated to all Cllrs
  - b. ICCM Spring Issue – forwarded to Cllr Newton
  - c. Community Lincs News & Updates March 2019 – circulated to all Cllrs
  - d. Village & Community Hall News Update – circulated to all Cllrs
  - e. Community Lincs Update – circulated to all Cllrs
  - f. ICO latest news – circulated to all Cllrs
  - g. Updated street lighting policy – circulated to all Cllrs
10. **Cemetery/Newton Meadow/Churchyard:**
  - a. To discuss a policy for cemetery plot refund
  - b. To request we apply for a War Memorial Grave sign for the Cemetery
11. **Grass Cutting/Grounds Maintenance:**
12. **Finance:**
  - a. To resolve to approve BACS Payments as per the approval list – circulated to Cllrs prior to the meeting.
  - b. To resolve to approve Cheque/DD Payments as per the approval list – circulated to Cllrs prior to the meeting
  - c. To confirm the VAT repayment for 2018/2019 had been applied for.
  - d. To read out, fill in and sign Section 1 – Annual Governance and Accountability Return (AGAR) 2018/2019
  - e. To accept and sign Section 2 – Accounting Statement 2018/2019 of the AGAR.
  - f. To discuss the Cashbook summary and to resolve to transfer the money from the current account to Newton Meadow/Cemetery and Parish Hall Accounts
  - g. To confirm first half of Precept has been received
13. **Planning:** To consider and make observations on all planning applications.
  - a. Update on land lying to the north side of Willoughby Road
  - b. PL/0138/18 Confirmation application to retain a boundary stone wall Castle Quarry has been withdrawn.
  - c. S19/0491 Planning application for Erection of detached hobby building Norwood Rookery Lane Sudbrook
  - d. S19/0169 Planning permission for replacement of existing pre-fabricated concrete sectional garage with brick-built garage Aingarh Main Street Sudbrook.  
FOR INFORMATION ONLY
14. **Parish Hall:**
  - a. To discuss future of the parish hall.

**15. Training:**

**16. Date of Next Meeting:**

- a. To note the dates of the next meetings
  - 13 May – Annual Meeting
  - 20 May – Annual Parish Meeting

- 17. 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 matters
- a. To discuss staff wages