

ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

Parish Clerk: Denise Gascoyne 82 Ermine Street ANCASTER NG32 3QP
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<http://parishes.lincolnshire.gov.uk/Ancaster>

Dear Councillor,

You are hereby summoned to attend the next meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on 10 June 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 13 May 2019 and to authorise the Chairman to sign the official minutes.
5. **Vacancy for Parish Councillor:** to confirm we have a vacancy for a parish councillor.
6. **To approve and adopt:** the following policies en-bloc
 - Information and Data Protection Policy
 - Recording of Council Meetings Policy
 - Risk Management Policy

- Records Retention Policy
- Social Media and Electronic Communication Policy
- Subject Access Request Procedure
- Training and Development Policy
- Freedom of Information Act
- Data Protection Policy

7. Report from County Councillor/District Councillor:

- a. Update on heavy good vehicles travelling through Ancaster – Cllr Wootten
- b. To agree list for Cllr Wootten to present to The Highways Manager

8. Speed Watch:

- a. Confirmation Passive speed signs have been ordered
- b. Confirmation contact for installation of village gates has been awarded – update from Cllr Newton
- c. Update from Tom Livsey Speed Watch Co-Ordinator
- d. To discuss a 'lock box' at the parish hall

9. Highways Issues:

- a. To discuss request for Bus Shelter Rookery Lane/A153

10. Parish Clerk Update:

- a. To amend Working Groups (if necessary) circulated to Cllrs
- b. To consider having representatives on former Sudbrook Village Hall site and School Board of Governors
- c. Confirmation Barkston & Syston Parish Council would support us in our proposal for a 40mph limit.

11. Correspondence:

- a. LALC weekly news updates – circulated to Cllrs
- b. Roadside Nature Reserve information/training evening 11.7.19 Copper Hill – details circulated to Cllrs.
- c. Community Lincs – circulated to Cllrs
- d. LALC's Conference & AGM 15.10.19 West Ashby – circulated to Cllrs
- e. Letter from parishioner re outstanding issues.
- f. To discuss letter and reply from Chairman to parishioners' letter – copy circulated to Cllrs
- g. NALC' Star awards – circulated to all Cllrs
- h. Temporary traffic restriction Barkston Heath 08.00-13.00 20.6.19 – FOR INFORMATION ONLY
- i. LALC News Issue No.169 circulated to all Cllrs

12. Cemetery/Newton Meadow/Churchyard:

- a. Report from Cllr Newton

13. Grass Cutting/Grounds Maintenance:

- a. To appoint a volunteer (Station Adopter)

- b. Update from Cllr Newton

14. 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 resolve to accept Bank Reconciliations, Bank Transfers and Cashbook to 31 May 2019.
- d. Confirmation new signatories have been added to the bank mandate
- e. Confirmation the AGAR is in a queue for processing at PKF Littlejohn

15. Planning: To consider and make observations on all planning applications.

- a. Modification to definitive map and statement of public rights of way Ancaster – addition of restricted byway 1156 and record part of restricted byway 12 with a width.
- b. S19/0491 Refusal of planning permission for erection of detached hobby building Norwood Rookery Lane Sudbrook. FOR INFORMATION ONLY
- c. S19/0794 Planning application for alterations to listed building inc. demolition of single storey extension removal of internal walls and alteration of rear door opening to form window Sudbrook House
- d. S19/0793 Installation of LPG tanks, erection of triple gate etc Sudbrook House
- e. S19/0892 Planning application for change of use from garden room to barber shop 29 Ermine Street
- f. S18/1737 appeal decision for excavation of a winter storage lagoon – appeal allowed

16. Playing Field:

- a. To confirm playing field committee have been informed Cllr Ruggaber has been appointed as the parish council representative.

17. Training:

- a. Confirmation 2 places have been booked on New Councillor training 16.7.19

18. Date of Next Meeting:

- a. To note the next meeting as 15 July 2019 at 7.30pm in the parish hall annexe