

**MINUTES OF ANCASTER, SADBROOK AND WEST WILLOUGHBY PARISH COUNCIL
MEETING HELD ON MONDAY 08 JULY 2024 AT 7.30PM IN THE PARISH HALL ANNEXE**

Present: Cllr Sayer(Chair) Cllr Leighton (Vice-Chair)
Cllrs Clarke, Hollick, Fleming, Lovett, Barker, Rock, and Ferguson

In Attendance A Newton and Denise Gascoyne Parish Clerk

Public Forum

Mr Newton gave an update on the cemetery. The topple testing had been cancelled due to the weather last weekend. This was rescheduled for Saturday 13 July.

The Chair asked if it would be possible to have a further grass cut in the cemetery. Mr Newton said it would be possible probably at the end of July but because of the wildflower biodiversity, the seeds needed to be set.

Mr Newton asked if the road sweeper could be requested for Sudbrook. We would ask if this could be possible for the whole parish.

The meeting began at 7.45pm

1.Chair's Welcome. Cllr Sayer welcomed everyone to the meeting.

2.Apologies for Absence. Apologies for absence with valid reasons had been received from Cllr Dr Entwistle and Pearsey. It was proposed, seconded and **Resolved:** that apologies for absence with valid reasons be accepted from Cllr Dr Entwistle and Pearsey.

3.Declarations of Interest. There were none.

4.To approve and accept as a true record the notes of the meeting held on 10 June 2024. It was proposed, seconded and **Resolved:** that the notes of the minutes of the meeting held on 10 June 2024 be accepted as a true record. These were signed by the Chair.

5.Report from County Cllr/District Cllr. No report, no Cllrs present.

6.Chair Update. Nothing to report.

7.Planning:

a. Mercia Drive area – proposed waiting restrictions. This was welcomed by Cllrs. Cllr Entwistle had outlined our feedback at the Governor's meeting.

b. S24/1054 Planning application for Garden Shed 7 Water Lane. It was proposed, seconded and **Resolved:** To make no comments on this application.

8.Highways/Policing/Speedwatch

a. The Clerk had contacted the caretaker and asked if it would be possible to charge the SIDs up more often. After a short discussion, it was proposed, seconded and

Resolved: to confirm these needed charging and moving once a month,

b. The clerk had contacted the Glasdon UK and asked if a discount could be considered if we purchased two more gates for West Willoughby. The supplier had agreed to a 5% discount. As per item 9(b) minutes dated 10.6.24 the results had been circulated and with a majority these had been ordered. Cllrs had begun to look at the site as to where they would be best sited. It was agreed near the 50mph sign, similar to the ones the other end of the village. Cllr Rock agreed to fill in the necessary forms. After a short discussion, it was proposed, seconded and

Resolved: that we obtain prices for installing the gates when they arrive.

c. A request had been received from the owners of Woodland Waters for double yellow lines outside their exit on Rookery Lane. As you now had to take a ticket and pay to park, or buy a coffee to get your ticket stamped, people were parking in the passing places, making it very difficult for caravans coming out of the site. It was proposed, seconded and

Resolved: to contact Highways requesting they review the white lining to passing places.

d. Neither LCC or SKDC are admitting responsibility for the overhanging trees on Mercia Drive. However, according to Schedule A of the grass cutting schedule we cut the grass on behalf of LCC. It was proposed, seconded and

Resolved: we write again.

e. There has been a spate of burglaries in Ancaster and residents are requesting highway/footway lighting. After a short discussion, it was proposed, seconded and

Resolved: to take no further action on this.

f. The Clerk confirmed the '30mph' wheelie bin stickers had been received. Cllrs Clarke, Ferguson and Leighton took some to distribute. It was proposed, seconded and

Resolved: to ask the Cub/Scout leader if they would be willing to distribute the rest.

9.Parish Clerk Update

a. Section 19 Flood Investigation – still awaiting site visit. For information only.

10.The Clerk had adapted and updated policies from NALC templates, which had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the following adapted and updated policies en-bloc

- Complaints Procedure
- Grievance Policy
- Internal Control Statement for year ending 31.03.25
- Disciplinary Procedure

11.Correspondence

a. The Journal (ICCM) Summer 2024 – passed to Cllr Hollick

b. LALC e-news – circulated to all Cllrs.

- c. Rail Future (Six-Shires Rail) Newsletter June 2024
- d. Railwatch
- e. NBB Recycled Furniture
- f. LCC Town and Council Newsletter – circulated to all Cllrs
- g. Clerks and Councils Direct
- h. SKDC Mapping layers – circulated to all Cllrs.
- i. LALC Summer Conference and AGM Belton Woods Hotel 24.07.24

12. Cemetery/Newton Meadow/Orchard

a. The Clerk confirmed that SKDC Community Grant is open for trees with a closing date of 27.09.24. After a short discussion, it was proposed, seconded and

Resolved: not to apply on this occasion.

b. The draft management plan for the SSSI had been received. Cllr Hollick and Andrew Newton had returned it with a few minor adjustments. No reply to date had been received.

13. Grass Cutting/Grounds Maintenance.

a. This had been discussed in the ‘Open Forum’

14. Parish Hall

a. Nothing to report.

15. Report from Cllrs.

a. Cllr Fleming had not received a reply to date from District Cllr Stokes re refuse collections.

b. Topple Testing had been discussed in the Open Forum.

16. Playing Field.

a. The Chair reported a gala would be held in the playing field on 27 July.

17. Finance.

a. The following retrospective DD Payment had been taken on 18.06.24

S.K.D.C	Trade Waste Bins	£28.17
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It was proposed, seconded and

Resolved: to accept the DD Payment taken on 18.06.24

b. The following Pro-Form invoice was paid on 13.06.24

Smartwheelie CO.UK	30mph bin stickers	£395.00
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It was proposed, seconded and

Resolved: to accept the Pro-Forma Payment made on 13.06.24

c. The Bank Reconciliations, Bank Transfers and Cashbook to 30 June 2024 had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Bank Reconciliations, Bank Transfers and Cashbook to 30 June 2024. These were signed by the Chair.

d. The Approval List for Staff BACS Payments had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Approval List amounting to £1983.24 and authorise the Clerk to make the payments.

e. The Approval List for BACS and DD Payments had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Approval List for BACS and DD Payments and authorise the Clerk to make the following payments.

Steve Clarke	Cleaning materials	£10.25
Who lets your dog out	Dog Bin emptying	£216.00
Willoughby Homes	Ragwort Pull	£275.00
British Gas	Electricity Parish Hall	£42.12
British Gas	Electricity Annexe	£40.35
Tidy Gardens & Grounds	Grass cutting	£759.00

e. Cllr Clarke had investigated whether Ancaster Parish Council would be covered by the FSCS. It appeared we would be covered up to approx. £431,000. Cllr Clarke was thanked for investigating.

f. The Clerk confirmed that the final Community Grant payment of £444.24 had been received.

18. Training

a. ICCM Online Training Courses had been circulated to Cllrs Sayer, Hollick, Dr Entwistle and A Newton

b. LALC Training Bulletin June 2024 had been circulated to all Cllrs. Any Cllr wishing to attend any listed, should contact the Clerk.

19. Date of Next Meeting

a. The date of the next meeting was confirmed as 16 September at 7.30pm in the Parish Hall Annexe.

There being no further business the meeting closed at 8.30pm

Chair
Ancaster Parish Council

16 September 2024

