

ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

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

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15 July 2025

Dear Councillor,

You are hereby summoned to attend the meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **21 July 2025** 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

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 Interests 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 16 June 2025 and to authorise the Chair to sign the official minutes.
5. **Vacancy for a Parish Councillor**
 - a. To confirm we have a vacancy for a Parish Councillor due to the resignation of Robert Lovett.
6. **Report from County Cllr/District Cllr.**
 - a. Confirmation a 40mph Speed Limit has been agreed for West Willoughby
 - b.

7. Chair Update.

- a. Update on Parish and Community Funding

8. Planning.

- a. S25/0663 Planning permission change of use Parish Hall Annexe.
- b. S25/0663 To discuss amending planning condition – hours of operation.
- c. S25/1185 Planning application to remove cedar to a low stump 7 Ermine Street.
- d. S25/0205 Listed building consent to remove/vary conditions Barns north of Sudbrook House
- e. S25/0202 Planning permission to remove/vary conditions Barns north of Sudbrook House

9. Highways/Policing/Speed watch.

- a. Speed Signs

10. Parish Clerk Update.

11. Correspondence.

- a. LALC e-news
- b. Railwatch
- c. NBB Recycled Furniture
- d. LCC Town and Parish June Newsletter
- e. LALC Annual Report 2024/2025
- f. SKDC Proposed Housing and Mixed-Use Site Allocations public consultation 03.07.25 to 28.08.25.
- g. Police and Parish Council Briefing Session 16.09.25
- h. Clerks and Councils Direct
- i. LALC Summer Conference
- j. Railfuture June 2025 newsletter.

12. Cemetery/Newton Meadow/Orchard.

13. Grass Cutting/Grounds Maintenance.

14. Parish Hall.

- a. New fire doors

15. Report from Cllrs.

- a. Cllrs Fleming and Hollick report on Local Government Reorganisation Briefings SKDC

16. Playing Field.

- a. Confirmation letter sent to resident re overhanging trees.

17. Finance.

- a. To resolve to approve and accept Bank Reconciliations, Bank Transfers, and Cashbook (already circulated) to June 2023 and for Chair to sign.
- b. To resolve to approve and accept Staff BACS Payments as per the Approval List (already circulated) and authorise the Chair to sign and Clerk to make the payments.
- c. To resolve to approve and accept other BACS/DD Payments as per the Approval List (already circulated) and authorise the Chair to sign and Clerk to make the payments.

18. Training.

- a. LALC Training Bulletin July 2025

19. Date of Next Meeting.

- a. To confirm the date of the next meeting as 15 September 2025 at 7.30pm in the Parish Hall