

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

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

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08 September 2025

Dear Councillor,

You are hereby summoned to attend the meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **15 September 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 meeting held on 21 July 2025 and to authorise the Chair to sign the official minutes.
5. **Vacancy for a Parish Councillor**
  - a. Confirmation we can co-opt a Parish Cllr.
6. **Report from County Cllr/District Cllr.**
7. **Chair Update.**
  - a. Update on annexe (if any)
  - b. To discuss larger dog bins
  - c. Community Cleaner

**8. Planning.**

- a. S25/1185 Confirmation work allowed to remove cedar to a low stump 7 Ermine Street. FOR INFORMATION ONLY.
- b. S25/1436 Planning application Two storey rear extension Inc. Flat parapet lantern roof Aingarth Main Street Sudbrook

**9. Highways/Policing/Speed watch.**

- a. HGV's between Sudbrook and Carlton Scroop
- b. To discuss cleaning of white gates
- c. To discuss inconsiderate parking

**10. Parish Clerk Update.**

- a. To discuss sending reports to Caythorpe News and Views
- b. To discuss Govt.UK emails

**11. To adopt the following policies**

- IT Policy

**12. Correspondence.**

- a. LCC Town and Parish Newsletter July and August 2025
- b. SKDC Upgrade to LED Street Lights
- c. Local Government Reorganisation. Public meeting took place 12.08.25 New Life Conference Centre Sleaford
- d. LALC e-news
- e. NALC Chief Executive Bulletin 07.08.25
- f. LCC New Community Resilience Newsletter
- g. NBB Recycled Furniture
- h. Confirmation Trade Waste Collection at Parish Hall will change to Thursday as from 15.09.25.

**13. Cemetery/Newton Meadow/Orchard.**

**14. Grass Cutting/Grounds Maintenance.**

**15. Parish Hall.**

**16. Report from Cllrs.**

- a. Report from Cllr Sayer Local Plan Consultation 11.08.25

**17. Playing Field.**

- a. Update on Tree Inspection
- b. S106 monies play equipment.

**18. Finance.**

- a. To resolve to approve and accept Bank Reconciliations, Bank Transfers, and Cashbook (already circulated) to 31 July and 31 August and for Chair to sign.
- b. To resolve to approve and accept retrospective Staff BACS Payments for August as per the Approval List (already circulated) and authorise the Chair to sign.
- c. To resolve to approve and accept retrospective BACS and DD Payments for August as per the Approval List (already circulated) and authorise the Chair to sign.
- d. 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.
- e. 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.
- f. To discuss first draft of the budget

**19. Training.**

- a. LALC Training Bulletins

**20. Date of Next Meeting.**

- a. To confirm the date of the next meeting as 20 October 2025 at 7.30pm in the Parish Hall Annexe.

**21. To resolve to exclude the media, press, and members of the public from the meeting in accordance with S.1(2) Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of business to be transacted regarding staffing matters**

- To discuss Local Government, Pay Agreement 2025