

ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

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

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14 October 2025

Dear Councillor,

You are hereby summoned to attend the meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **20 October 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 **15 September 2025** and to authorise the Chair to sign the official minutes.
5. **Report from County Cllr Martin/District Cllr. Stokes**
 - a. Update on HGV's Sudbrook
 - b. Update on 40mph Speed Limit West Willoughby
6. **Vacancy for a Parish Councillor**
 - a. To confirm we still have a vacancy and can co-opt.

7. Chair Update.

- a. Updates (if any)

8. Planning.

9. Highways/Policing/Speed watch.

10. Parish Clerk Update.

- a. To confirm Tidy Gardens & Grounds are becoming VAT Registered. FOR INFORMATION ONLY
- b. Update on Govt.UK email addresses
- c. Update on overgrown wall Footpath to Surgery
- d. Update on dog bins
- e. Confirmation Trees Angel Court have been reported to S.K.D.C

11. Correspondence.

- a. ICCM Journal Autumn 2025
- b. NBB Outdoors
- c. Local Government Reorganisation Briefing 04.11.25 Council Chamber 7pm-8pm – Cllrs Sayer and Pearsey booked to attend.
- d. LCC Town and Parish Council virtual event on Local Govt Reorganisation.
- e. Temporary Road closure order Pottergate Road Level Crossing 07.11.25-10.11.25 (as and when required)
- f. Town & Parish Council Newsletter September 2025
- g. LCC Invoice submission requirements under the Procurement Act
- h. Railwatch October 2025

12. Cemetery/Newton Meadow/Orchard.

- a. New funding for fruit trees S.K.D.C

13. Grass Cutting/Grounds Maintenance.

14. Parish Hall.

- a. Update on clearing gutters Parish Hall
- b. Update from Parish Hall Working Party
- c. To discuss future of Upstairs room

15. Report from Cllrs.

16. Playing Field.

- a. Update on tree in car park
- b. Update on trees/bees bordering Ancaster School

17. Finance.

- a. To resolve to approve and accept Bank Reconciliations, Bank Transfers, and Cashbook (already circulated) to 30 September 2025 and for Chair to sign.
- b. To resolve to accept Pro-Forma Payment made 11.10.25(already circulated).
- c. 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.
- d. 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.
- e. Update on first draft budget from Finance Working Group

18. Training.

- a.LALC Training Bulletin – October 2025.

19. Date of Next Meeting.

- a. To confirm the date of the next meeting as **17 November 2025** at 7.30pm in the Parish Hall Annexe.