

**MINUTES OF ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL
MEETING HELD ON 15 SEPTEMBER 2025 IN THE PARISH HALL ANNEXE.**

Present Cllr Sayer (Chair)
Cllrs Rock, Ferguson, Clarke, Barker, Fleming, Dr Entwistle and
Hollick

In Attendance Denise Gascoyne (Parish Clerk)

Public Forum No members of public present.

The meeting began at 7.30pm

1.Chair's Welcome. The Chair welcomed everyone to the meeting.

2.Apologies for Absence.

a. Apologies for absence with valid reasons had been received from Cllrs Pearsey and Leighton. It was proposed, seconded and

Resolved that apologies for absence with valid reasons be accepted from Cllrs Pearsey and Leighton.

3.Declarations of Interest. There were none.

4.To approve and accept as a true record the notes of the Parish Council meeting held on 21 July 2025. It was proposed, seconded and

Resolved to accept the minutes of the Parish Council meeting held on 21 July 2025. These were signed by the Chair.

5.Vacancy for a Parish Councillor.

a. The Clerk confirmed that no election had been requested, therefore we could now co-opt a parish councillor.

6.Report from County Cllr/District Cllrs.

a. Cllrs not present. However, County Cllr Martin had confirmed that the trees on Mercia Drive had died due to drought. These had been removed and would be replaced this winter.

7.Chair Update

a. The Chair confirmed that the planning permission had been obtained, and the work was now out to tender.

b. Although the dog bins were emptied every two months the ones on Mercia Drive and Water Lane were always overflowing. It was proposed, seconded and

Resolved: to obtain quotations for bigger bins and contact the contractor to see if the price would change.

c. The Community Cleaner had settled into his role. However, after a brief discussion it was proposed, seconded and
Resolved to draw up a schedule of jobs that needed doing regularly.

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 for two storey extension including flat parapet lantern roof Aingarth Main Street Sudbrook. It was proposed, seconded and
Resolved to make no comments on this application.

9.Highways/Policing/Speed Watch.

a. A letter had been received from a resident in Sudbrook regarding the increased HGV traffic going through the village. As the highways work was still ongoing at Carlton Scroop and other works on the A607 had taken place, it was proposed, seconded and
Resolved to monitor the situation and see what happens when the road works are completed.

b. The contractor had asked if the white gates needed cleaning. After a brief discussion, it was proposed, seconded and
Resolved to leave these until the end of the year.

c. Concern had been raised about inconsiderate parking especially near the Railway bridge. After a brief discussion, it was proposed, seconded and
Resolved to contact County Cllr Martin and ask if he could help.

d. A report had been received about an overhanging shrub blocking the path from Ermine Street to the Doctors Surgery/Nursery. It was proposed, seconded and
Resolved to ask the homeowner to cut the foliage back.

10.Parish Clerk Update.

a. A request had been received to send the minutes to Caythorpe News & Views. Although on the front cover it said delivered to homes in Ancaster, none of the Cllrs had ever received a copy. Also, by the time the magazine was printed, these could be old minutes. After a short discussion, it was proposed, seconded and
Resolved not to put the minutes in the Caythorpe News and Views.

b. Govt.UK emails would become mandatory by April 2026. The Clerk would report back to a future meeting.

11.To adopt the following policies

- IT Policy

It was proposed, seconded and

Resolved to adopt the IT Policy. A copy would be added to the website.

12. Correspondence

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

13. Cemetery/Newton Meadow/Orchard

- a. Cllr Hollick told the meeting she had contacted a local farmer about an IBC Tank in the cemetery. He had said he could provide one for a small charge. This would be filled up as and when necessary. It was proposed, seconded and

Resolved to allow Cllr Hollick to accept the farmers offer and oversee the siting of it.

- b. The Chair commented that some recent graves at the front of the cemetery, had still not settled, which makes it difficult for the grass contractor. It was agreed to investigate and see if these could be flattened as they should be.

14. Grass Cutting/Grounds Maintenance.

- a. Nothing to report.

15. Parish Hall

- a. Nothing to report.

16. Report from Cllrs

- a. Cllr Sayer had attended the Local Plan Consultation on 11 August 2025. He said as he was the only attendee from Ancaster he was asked to comment on all 4 sites in Ancaster. He said the problem was all comments were similar on each site, and this could only be taken as an individual view and not on behalf of the Parish Council, although he was representing the Parish Council.

17. Playing Field

- a. The tree in the car park of the playing field had been inspected. The report was a little confusing and the tree had grown considerably since it was last attended to in 2017. It was proposed, seconded and

Resolved to get a quotation to fell the tree as well as pollard.

- b. Cllrs had been issued with details of the Play Equipment the playing field committee wished to purchase with the S106 monies. This was discussed and The Chair would report back to the next playing field meeting.

18.Finance

a. The Bank Reconciliations, Bank Transfers and Cashbook to 31 July and 31 August had been circulated to all Cllrs. It was proposed, seconded and

Resolved to accept the Bank Reconciliations, Bank Transfers and Cashbooks to 31 July and 31 August 2025.

b. The Approval List for Retrospective Staff BACS Payments for August 2025 had been circulated to all Cllrs. It was proposed, seconded and

Resolved to accept the BACS Staff Approval List amounting to £2229.37.

c. The Approval List for BACS and DD Payments for August 2025 had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the following BACS and DD Payments made in August 2025

British Gas	Electricity	£74.38
Pet Waste Solutions	Empty dog bins	£100.80
S.K.D.C	Trade Waste Bins	£28.16

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 for Staff BACS Payments amounting to £2100.47 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.

British Gas	Electricity	£80.85
D Gascoyne	Stamps Feb-Aug 2025	£41.50
Npower	Electricity Phone Box	£126.00
Pet Waste Solutions	Emptying Dog Bins	£100.80
Silk Willoughby PC	1/3 Stationery	£163.74
S.K.D.C	Trade Waste Bins	£28.16
Tidy Gardens	Grass Cutting	£587.00

f. The first draft of the budget had been circulated to the Finance Working Party. It was proposed, seconded and

Resolved to arrange a meeting within the next two weeks to discuss and this will be presented to Parish Cllrs at the October meeting.

19.Training

a. The LALC Training Bulletin had been circulated to all Cllrs. If Cllrs wished to attend any training please contact the Clerk.

20.Date of Next Meeting

a. It was confirmed that the next Parish Council meeting would take place on 20 October 2025 at 7.30pm in the Parish Hall.

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 the business about to be transacted regarding staffing matters.

The Local Government Pay Agreement 2025 was discussed.

There being no further business the meeting closed at 9.00pm

Signed.....
Chair Ancaster Parish Council
20 October 2025