

MINUTES OF ANCASTER, SUDBROOK AND WEST WILLOUGHBY PARISH COUNCIL MEETING HELD ON 20 OCTOBER 2025 AT 7.30PM IN THE PARISH HALL ANNEXE.

Present Cllr J Leighton (Vice-Chair)
Cllrs Pearsey, Fleming, Ferguson, Clarke, Barker, Hollick,
and Dr Entwistle

In Attendance Andrew Newton, County Cllr Martin, District Cllr Stokes, and
Denise Gascoyne Parish Clerk

Public Forum

No members of the public present.

It had been reported to the Clerk that the dog waste bin on Rookery Lane had been knocked off and lying on the ground. Andrew Newton agreed to investigate.

The meeting began at 7.30pm

1.Chair's Welcome

The Vice-Chair Cllr Leighton welcomed everyone to the meeting.

2.Apologies for Absence

Apologies for absence with valid reasons had been received from Cllrs Rock and Sayer. It was proposed, seconded and

Resolved to accept apologies with valid reasons from Cllrs Rock and Sayer.

3.Declarations of Interest

a. Cllr Pearsey 14(b)

4.To approve and accept as a true record the notes of the meeting held on 15 September 2025. It was proposed, seconded and

Resolved to accept the minutes of the Parish Council Meeting held on 15 September 2025 and these were signed by the Vice Chair.

5.Report from County Cllr Martin/District Cllr Stokes

a. Cllr Martin told the meeting that LCC would be closing the A607 from Carlton Scroop to Honington junction from 8.00am-5.00pm for 3 days 27th to 29th October. This would be a full road closure. Traffic would be diverted via the A15 and A153. Signs would be in place for no HGVs through Sudbrook.

b. The proposed 40mph Speed Limit through West Willoughby had now been justified. Any responses must be with LCC by 14 November. After this it should be straightforward and implemented.

c. Cllr Stokes had attended the Planning meeting at SKDC and spoke about the proposed new Wilsford Lane development. He said SKDC appear to be enforcing the new plan, which has still not been agreed. He said he was surprised no questions had been asked

by the Planning Committee. The Vice-Chair thanked him for raising the points at the meeting.

6. Vacancy for a Parish Councillor

a. A vacancy still exists for a Parish Councillor.

7. Chair Update

a. The Chair had sent his apologies, therefore no update.

8. Planning

a. S25/1436 Planning permission for 2-storey rear extension Aingarth Main Street Sudbrook. FOR INFORMATION ONLY

9. Highways/Policing/Speed Watch

a. Cllr Leighton said the parking outside Charlestown and on the entrance to Brookside is getting worse. Vehicles are parking right up the railway bridge and the entrance to Brookside which is obscuring visibility and vehicles having to exit on the wrong side of the road. Cllr Martin agreed to investigate and report to Highways.

b. A Quotation had been received for Speed Indicator Devices (SIDs). The Clerk had written to SKDC asking if they had any grants for this type of purchase. It was proposed, seconded and

Resolved to continue to pursue grants and report back to the next meeting.

10. Parish Clerk Update

a. The Clerk confirmed Tidy Gardens and Grounds are becoming VAT registered. FOR INFORMATION ONLY.

b. No further progress had been made on Govt.Uk emails. There should be an update next month.

c. The overgrown wall bordering the footpath to the surgery is the Surgery responsibility. They would be asked to cut it back.

d. Two dog bins in the village are so well used that they are overflowing before the next collection. After a brief discussion it was proposed, seconded and **Resolved** to purchase 2 new larger bins.

e. It had been reported that trees on Angel Court needed attention. The Clerk had reported these to SKDC as they are the authority responsible for Angel Court.

11. Correspondence

a. ICCM Journal Autumn 2025 – passed to Andrew Newon

b. NBB Outdoors – passed to Cllr Leighton

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 – circulated to all Cllrs.
- e. Temporary Road Closure Order Pottergate Road Level Crossing 07.11.25-10.11.25 (as and when required) FOR INFORMATION ONLY.
- f. Town and Parish Council Newsletter September 2025 – circulated to all Cllrs.
- g. LCC Invoice submission requirements under the Procurement Act. FOR INFORMATION ONLY.
- h. Railwatch October 2025 passed to Andrew Newton.

12.Cemetery/Newton Meadow/Orchard

- a. SKDC had announced new funding for fruit trees. It was proposed, seconded and **Resolved** not to apply for any new trees at this time.

13.Grass Cutting/Grounds Maintenance.

- a. Andrew Newton confirmed that the final cut of the season would take place weather permitting 25 October followed by the hedge cutting.
- b. The ICB tank for the cemetery along with the fittings. This would be set up early Spring.
- c. Andrew Newton had checked all the grit bins. These were still full.

14.Parish Hall

- a. A contractor had said they would give an estimate for the clearing of gutters at the parish hall. Nothing had been heard since. The Clerk to chase.
- b. It was confirmed that a second estimate had been received for the refurbishment of the parish hall annexe. A third estimate should be received before the next meeting. It was proposed, seconded and **Resolved** to look at the estimates at the next meeting in a closed session.
- c. The future of the Upstairs Room was left in abeyance until the next meeting.
- d. The defibrillator pads at the Parish Hall would expire in December. It was proposed, seconded and **Resolved** to order new ones.

15.Reports from Cllrs

- a. Nothing to report.

16. Playing Field

- a. A quotation for the tree in the Playing Field Carpark which was overhanging a property on Ermine Street had been received.
SKDC had now emailed saying they would cut back the branches of the tree from the tenant's property.
- b. A quotation had been received for the tree work needed bordering the primary school.

The quotation included pre-emptive work and was not budgeted for this financial year. Andrew Newton had looked at the work that was needed and said it could be done easily and leave the rest of the quotation until next year. It was proposed, seconded and **Resolved** to accept Mr Newtons offer of completing the work.

17. Finance

a. The Bank Reconciliations, Bank Transfers and Cashbook to 30 September 2025 had been circulated to all Cllrs. It was proposed, seconded and **Resolved** to accept the Bank Reconciliations, Bank Transfers and Cashbook to 30 September 2025.

b. It was proposed, seconded and **Resolved** to accept the following Pro Forma payment made on 11.10.25.

Akro Valve Ltd	Misc IBC Tank	£66.11
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c. 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.

d. The Approval List for BACS/DD Payments had been circulated to all Cllrs. It was proposed, seconded and **Resolved** to accept the Approval List for the following BACS/DD Payments and authorise the Clerk to make the payments.

Tidy Gardens & Grounds	Grass Cutting	£819.00
S.K.D.C	Trade Waste Collection	£28.16
Pet Waste Solutions	3 x empty dog bins	£151.20
Dept Management Office	Loan Repayment	£853.37
L.A.L.C	Additional Hours Website	£64.80
British Gas	Electricity P Hall	£49.10
British Gas	Electricity Annexe	£55.27
D Sayer	Chair Allowance	£100.00
A Newton	IBC Water Tank	£45.00

e. The Finance Working Group had met to discuss the budget. A copy had been circulated to all Cllrs. Cllr Clarke gave an overview of the meeting. An updated draft would be circulated for the November meeting. The Precept will be set by the full Council at the closed December meeting.

18. Training

a. LALC Training Bulletin October 2025 had been circulated to all Cllrs. If Cllrs wished to attend any training please contact the Parish Clerk.

19. Next Meeting

a. The date of the next meeting was confirmed as 17 November 2025 at 7.30pm in the parish hall annexe.

There being no further business the meeting closed at 8.10pm

Signed
Chair Ancaster Parish Council

17 November 2025