

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

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

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30 December 2025

Dear Councillor,

You are hereby summoned to attend the meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **TUESDAY 06 January 2026** in the Parish Hall 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 closed meeting of the Parish Council held on **15 December 2025** and to authorise the Chair to sign the official minutes.
5. **Report from County Cllr/District Cllr.**
  - a. Mercia Drive/Charles Avenue/Arne Close – report from meeting with Highways
  - b. Update on proposed 40mph Speed Limit West Willoughby.
6. **Chair Update.**
  - a. Update on Fire Report Mid UK

**7. Planning.**

- a. S25/2120 Planning application for Discharge of Conditions Barns North of Sudbrook House
- b. S25/2194 Retrospective planning permission for Conservatory 25a Ermine Street
- c. S252229 No objections to a single storey classroom block with ancillary accommodation Ancaster C of E Primary School.

**8. Highways/Policing/Speed watch.**

- a. Update on grants for Speed Indicator Devices (SIDs)
- b. HGVs through Sudbrook
- c. Update on clearing footpath A153 Rookery Lane to West Willoughby
- d. Update on implementation of 30mph Speed Limit West Willoughby

**9. Parish Clerk Update.**

- a. To discuss updating the Emergency Plan.
- b. Discontinuation of electrodes and Charge Pak batteries from February 2026

**10. Correspondence.**

- a. Community Resilience Newsletter
- b. SKDC Draft Design Code and Engagement Phase 11
- c. The Clerk
- d. LALC e-news
- e. SKDC Commemorative Events Spring 2026
- f. Your thoughts on Lincolnshire County Council Survey closes 26.01.26.
- g. LCC Town and Parish Newsletter November and December 2025
- h. Lincolnshire Crime and Policing Survey
- i. Local Government Reorganisation Programme Update
- j. ICCM Winter 2025
- k. Rail Watch December 2025

**11. Cemetery/Newton Meadow/Orchard.**

- a. Update

**12. Grass Cutting/Grounds Maintenance.**

- a. Update on SKDC Arborist Playing Field Car Park/Angel Court.
- b. Report from A Newton on standard of work from contractor
- c. Update on work bordering Playing Field/School

**13. Policies and Procedures – to approve and adopt.**

- Annual Investment Strategy 2025/2026

**14. Parish Hall.**

- a. Update on Annexe
- b. Update on Contract

**15. Report from Cllrs.**

- a. Cllr Pearsey Local Government Reorganisation 04.11.25

**16. Playing Field.**

- a. Update

**17. Finance.**

- a. To resolve to approve and accept Bank Reconciliations, Bank Transfers, and Cashbook (already circulated) to 31 December 2025 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.
- d. To confirm Precept of £34750 had been requested.
- e. To discuss Insurance Parish Council/Playing Field.

**18. Training.**

- a. LALC Training Bulletin December 2025

**19. Date of Next Meeting.**

- a. To confirm the date of the next meeting as **Tuesday 10 February 2026** at 7.30pm in the Parish Hall.