

MINUTES OF ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL MEETING HELD ON TUESDAY 10 FEBRUARY 2026 AT 7.30PM IN THE PARISH HALL.

Present: Cllr Sayer(Chair) Cllr Leighton (Vice-Chair)
Cllrs Barker, Hollick, Palmer, Ferguson, Clarke,
Fleming, and Dr Entwistle.

In Attendance: Denise Gascoyne Parish Clerk

Public Forum

It was brought to the attention of the Parish Council that there was regular parking on the narrowest part of Ermine Street opposite the Ancaster Medical Centre. It was suggested that a Cllr would have a word with the resident to see if a solution could be found.

The meeting began at 7.35pm

1.Chair's Welcome Cllr Sayer welcome everyone to the meeting.

2.Apologies for Absence

a. Apologies with valid reasons had been received from Cllr Pearsey and Cllr Rock. It was proposed, seconded and

Resolved to accept apologies with valid reasons from Cllr Pearsey and Cllr Rock.

3.Declarations of Interest

a. The Chair had filled in a Dispensation Request Form re Parish Hall Annexe. It was proposed, seconded and

Resolved to accept the Dispensation Request Form and this was signed by the Parish Clerk.

4.To approve and accept as a true record the notes of the meeting of Parish Council held on 06 January 2026. It was proposed, seconded and

Resolved to accept the minutes of the meeting held on 06 January 2026 and these were signed by the Chair.

5.Report from County Cllr/District Cllr

a. Mercia Drive/Charles Avenue/Arne Close.

b. Update on proposed 40mph Speed Limit West Willoughby.

c. Update on Layby parking on Rookery Lane

As County Cllr Martin was unable to attend these were deferred until the next meeting. It was discussed that County Cllr Martin had said the 40mph to West Willoughby was fully approved and just awaiting actioning.

6.Chair Update

a. The Chair reported that the alterations to the Annexe were nearly complete. White lines for parking needed to be done. A draft lease had been prepared and suggested amendments forwarded to the Solicitor. It was proposed, seconded and

Resolved to proceed on the basis of the lease once the details were agreed.

7.Planning

- a. SKDC Local Development Scheme 2026-2029 had been circulated to all Cllrs.
- b. S25/2194 Retrospective planning permission for conservatory 25a Ermine Street. FOR INFORMATION ONLY.
- c. S25/2132 Planning permission for extension The Old Hall Sudbrook. FOR INFORMATION ONLY.
- d. S25/2229 (LCC PL0081/25) Planning permission for single storey classroom Ancaster C of E Primary School. FOR INFORMATION ONLY.

8.Highways/Policing/Speed Watch

- a. Cllr Palmer suggested that the Speed Watch in Ancaster should be resumed. Unfortunately, it was felt that with the lack of support from the police and Lincolnshire Road Safety Partnership we would struggle to get volunteers. It was proposed, seconded and **Resolved** to contact LALC and suggest that all Parish Councils write to the LRSP requesting support.
- b. LCC confirmed that the path from A153 Rookery Lane to West Willoughby had been put into the sliding programme of works. The path would be cleaned up and put back to its full width. No dates had been decided.
- c. Notification of Road Closure Order Waterwell Lane (between 1200m and 1400m East Ermine Street) as and when required 23.03.26 to 27.03.26. FOR INFORMATION ONLY.

9.Parish Clerk Update

- a. The Emergency Plan needed updating. A former Cllr was interested in helping with this. The Clerk agreed to contact him and see if a meeting could be arranged.
- b. We are still awaiting on information for the ChargePak for the Sudbrook Defibrillator.

10.Correspondence

- a. LCC 'lets talk about budgets 2026-2027 – and increase of 4.99% - circulated to all Cllrs.
- b. LALC e-news circulated to all Cllrs.
- c. The Clerk
- d. Clerks and Councils Direct
- e. NBB Outdoors
- f. SLCC News Bulletin January 2026 – circulated to all Cllrs.
- g. SKDC Food caddy delivery – circulated to all Cllrs,
- h. LCC Town and Parish Newsletter January 2026 – circulated to all Cllrs.
- i. SKDC Community Awards – circulated to all Cllrs.
- j. Local Government Reorganisation for Greater Lincolnshire ends on 26 March.

11.Cemetery/Newton Meadow/Orchard

a. The Cemetery Safety Audit of the original 25 graves issued with Safety Notices - 13 have been made safe, with a further 12 ongoing, with 3 being sunken.

12.Grass Cutting/Grounds Maintenance

a. Since the grass cutting finished in October, 4 moles have been removed from the cemetery and rabbits are still causing surface damage. It is hoped this will be sorted by early March.

b. Andrew Newton suggested we put up notices at the Cemetery, Notice Boards and Social Media requesting all Christmas wreaths and floral tributes to be removed by 10th March prior to the grass cutting season.

13.Parish Hall

a. The Chair had started investigating the need for a Fire Alarm in the Parish Hall. This would be discussed at the next meeting.

b. Cllrs agreed we need to put in place a Fire Safety Risk Assessment and Evacuation Plan. It was proposed, seconded and **Resolved** the Clerk to begin the process.

14.Report from Cllrs.

a. Nothing to report.

15.Playing Field

a. Nothing to report – the next meeting is 11 March 2026.

16.Finance

a. The Bank Reconciliations, Bank Transfers and Cashbook to 31 January 2026 had been circulated to all Cllrs. It was proposed, seconded and **Resolved** to accept the Bank Reconciliations, Bank Transfers and Cashbook to 31 January 2026. These were signed by the Chair.

b. The Approval List for Retrospective and Pro-Forma Payments had been circulated to all Cllrs. It was proposed, seconded and

Resolved to accept the following Retrospective and Pro-Forma Payments.

Rix Petroleum	Oil	£618.98
Gilson Gray	Solicitor Fees	£600.00

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 and authorise the Clerk to make the payments amounting to £1739.48.

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

Pet Waste Solutions	Dog Bins 07.01.26	£58.80
Pet Waste Solutions	Dog Bins 21.01.26	£58.80
C Bradford	Misc. cleaning mats	£21.89
British Gas	Electricity	£151.03
Lime Tree Path	Energy Certificate	£175.00
Pet Waste Solutions	Dog Bins 05.02.26	£58.80
S.K.D.C	Trade Waste Bins	£28.16

17. Training

a. The Training Bulletin January 2026 and February 2026 had been circulated to all Cllrs. Cllrs were reminded if they wished to attend any training to contact the Clerk to make the arrangements.

18. Date of Next Meeting

a. The date of the next meeting was confirmed as 17 March 2026 at 7.30pm in the parish hall.

There being no further business the meeting closed at 8.30pm

Signed
 Chair Ancaster Parish Council

17 March 2026