

ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL

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

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14 April 2026

Dear Councillor,

You are hereby summoned to attend the meeting of **ANCASTER, SUDBROOK, AND WEST WILLOUGHBY PARISH COUNCIL** to be held on **21 April 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 meeting of the Parish Council held on and to authorise the Chair to sign the official minutes.
5. **Report from County Cllr Martin/District Cllr Stokes**
 - a. Update on assessment by Highways on Mercia Drive/Charles Avenue/Arne Close.
 - b. Update on proposed 40mph Speed Limit West Willoughby.
 - c. Proposed Broadband Apparatus and wooden pole's various locations.

6. Chair.

- a. To discuss removal of BT Kiosk – consultation ends 18 June.
- b. To discuss updating Ancaster/Wilsford emergency Plan

7. Planning.

- a. S26/0518 Confirmation works can proceed under Section 211 notice to remove one stem and dismantle another from a Sycamore Tree Ancaster Surgery.
- b. S26/0412 Outline planning application for residential development for up to 68 dwellings with access off Wilsford Lane. Land north of Wilsford Lane – comments submitted.
- c. S26/0546 No objection from SKDC for installation of two 10m light wooden poles land at Water Lane.
- d. S26/0597 No objection from SKDC regulation 5 notice of intention to install fixed line broadband apparatus Ermine Street
- e. S26/0598 No objection from SKDC regulation 5 notice of intention to install fixed line broadband apparatus Flaminian Way
- f. S26/0562 No objection from SKDC to install two 10m light wooden poles land at St Martins Way

8. Highways/Policing/Speed watch.

9. Parish Clerk Update.

- a. Update on Gov.UK emails.
- b. Grants for bus shelter refurbishment
- c. Unauthorised parking Parish Hall
- d. Query re electric consumption Parish Hall annexe

10. Correspondence.

- a. ICCM Spring 2026 Journal
- b. LALC e-news
- c. LCC Town & Parish Council Newsletter March 2026
- d. SKDC Household Food Waste Recycling starts 13 April 2026

11. Cemetery/Newton Meadow/Orchard.

- a. Confirmation budget is available for work under CES Agreement.
- b. Visit by Natural England to visit Tall Thrift

12. Grass Cutting/Grounds Maintenance.

13. Parish Hall.

- a. Update on Fire Alarm
- b. To discuss purchase of new toilet or repairs to leak Gents toilets

14. Report from Cllrs.

15. Playing Field.

- a. Meeting with SKDC re Playground equipment.

16. Finance.

- a. To resolve to accept Retrospective Approval List and Payments.
- b. To resolve to approve and accept Bank Reconciliations, Bank Transfers, and Cashbook (already circulated) to 31 March 2026 and for Chair to sign.
- 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. To confirm Parish Hall Rates are Nil.
- f. Confirmation PWLB Statement to 31 March 2026 has been received.

17. Training.

- a. LALC April Training Bulletin

18. Date of Next Meeting.

- a. To confirm the date of the next meetings as 19 May 2026
 - Annual Parish meeting 7.00pm
 - Annual Meeting and Parish Council meeting immediately following.