

Sancton Parish Council

Minutes of the Meeting of Council held on Monday 20th October 2025 at 7:00pm in Sancton Methodist Chapel, Rispin Hill, Sancton

Present

Cllr D Cary (Chair), Cllr A Liley, Cllr P Parvin, Cllr S Rustomji and Cllr S Wightman

Apologies

Cllr M Wintersgill and Ward Cllrs Leo Hammond & Paul West.

Apologies were also received from the Clerk, Ms Bowater; Cllr Wightman agreed to take the minutes.

201025/1 - Apologies

Apologies were received from Cllr M Wintersgill and Ward Cllrs P West & L Hammond.

201025/2 – Consideration of Public Participation and Recording of Meeting

No members of the public were present.

201025/3 – Declarations of Interest & Dispensations

Cllrs Parvin & Liley declared a non-pecuniary interest in item 201025/9 due to their involvement in the operations of the Village Hall.

201025/4 – Public Participation & Open Forum

No members of the public were present.

201025/5 - Minutes of Previous Meeting

It was **RESOLVED**: that the minutes of the Ordinary Meeting of Sancton Parish Council held on 15th September 2025 were approved by Members; these would be signed by the Chair as soon as possible.

There were no matters arising.

201025/6 – Open Space Management

- a) Village Field – It was expected that one further cut would be undertaken as the weather continued to be mild and the grass was still growing.
- b) Cemeteries/Closed Churchyard – Again, it was hoped that a final cut could be made before the weather turned cold.
- c) Gravel Pits – one small ash tree had come down in recent winds but this had been cleared, presumably by the Houghton Estate on whose land this had fallen.
- d) Pond Area – as the Clerk was not present it was not known if a report into the leak or proposed action had been received from Wilsons. **ACTION** – Clerk to chase. Cllrs want to see this repaired before the cold weather arrives when there is a risk of ice on the road.
- e) The self-seeded silver birch tree in the pond area was still to be removed by ERYC.
ACTION – Cllr Cary to chase.
- f) The willow tree had been trimmed by the council the previous week.

- g) Car Park – **ACTION** – Clerk to investigate heavy duty/commercial style lighting posts for the entrance to the carpark for discussion and approval at the next meeting. Solar powered with battery back-up would be preferred.
Thanks were given to Mr Rustomji for laying the pea gravel in the carpark.
- h) Play Area – Inspection report received from Cllr Rustomji. Of note was that the toadstools growing in the grass had been removed and disposed of.
- i) Other open space management issues – reports of poultry roaming on King Street continued. The resident to whom it was thought the poultry belonged to deny their ownership of the birds. It was believed the number were down to 4 following a number being killed by traffic.

201025/7 – Accounts

RESOLVED: that the following payments be approved:

20/10/25	H Bowater	Phone top up	6.00
25/10/25	H Bowater (Clerk)	Salary 26/09/25 – 2510/25	REDACTED
20/10/25	The Handy Viking	Bench Project	650.00

The cheques would be signed by Cllrs at the next meeting.

It was acknowledged that 3 bank cards had been issued to Cllrs Cary and Wintersgill and the Clerk. **ACTION** – Clerk to ensure that internet banking is now set up.

201025/9 – Grants & Funding Opportunities

- a) Bench Project – this was completed and the 2 benches had been reset upon slabs.
ACTION – Clerk to confirm that the grant funding has been received for this project.
- b) Cemetery Noticeboard Project – Cllr Liley confirmed that the design has been checked and returned to the printers by Mr Thomson. An invoice for the design of £30 has been sent to the Clerk. It was **RESOLVED:** that the invoice of £30 be paid by the Clerk. **ACTION** – Clerk to pay.

201025/10 – Village Christmas Event Sunday 30 November 2025 at Sancton Village Hall

Cllr Cary reported that the Christmas tree had been ordered and would be installed 22/23 November 2025.

It was **RESOLVED:** that the Parish Council donate up to £50 for the purchase of selection boxes for the children's stockings.

ACTION – Clerk to issue a cheque to the Village Hall on the production of a receipt.

ACTION – Cllr Liley to issue an invitation to the local Clergy to lead the carol singing at the event.

ACTION – Village Christmas Event to be an agenda item at the November Meeting.

201025/10 – Woodland Community Project

The event had been held and attended by Cllrs Cary and Hammond. The project had been positively received by the residents who attended the event.

ACTION – Clerk to give an update at the November meeting.

201025/11 – Policy Updates

The following updated were reviewed. It was **RESOLVED:** that the following policies be approved: -

- a) Code of Conduct
- b) Risk Assessment
- c) Equal Opportunities

201025/12 Asset Register Update

ACTION – Clerk to include as an agenda item at the November meeting. Items identified so far to be added include: -

- a) Car Park
- b) Flagpole
- c) Christmas Tree Securing Pit

201025/13 Correspondence

- a) Festive Lighting Permit – **ACTION** – Clerk to arrange.
- b) Remittance Advice ERYC Precept – noted.
- c) Right of way sign leaning – Houghton Lane/High Street – reported online by Cllr Cary to ERYC

201025/14 Minor Items

None to report.

201025/15 Agenda items for the next meeting

- a) Village Christmas Event
- b) Carpark lighting
- c) Asset Register Update
- d) Budget setting
- e) Woodland Community project update

150925/12 - Next Meeting

It was confirmed that this would take place on **Monday 17th November 2025** commencing at 7.00pm.

Meeting closed at 8.00pm

Signature_____

Date_____