

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 18th September 2018
at the Fraiser Room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Gillian Gerrans, Allen Dobney, and Philip Godderidge.

In attendance: Three members of the public and Granville Hawkes (Clerk).

Minute	Item	Action												
1	Apologies for absence: Cllrs Brian Templeman, Judy Chapman and Mike Chapman.													
2	Public Forum: The poor state of the cemetery was raised with rabbit and mole issues and the Chairman confirmed he had visited the cemetery to see the problem. This will be addressed later on the agenda.													
3	Approve minutes of the previous meeting on the 26th June: These had been circulated and were agreed as a true record.													
4	Matters arising: The Clerk reported that Cllr Dennis had resigned to encourage younger applicants onto the council.													
5	Police matters: In the absence of the Police a written report was submitted detailing six thefts and three traffic collisions. Members expressed concern at the rate of increase and wondered if it was linked to the night time street light switch off – the Clerk will make enquiries.	GJH												
6	Sparc report: The Clerk advised that he had responded to the submission of the three year plan as requested at the last meeting. In the meantime the parish council had made a contribution to the purchase of new play park which was now in place.													
7	Highway matters: The Chairman reported that Gosberton had upgraded to a data logging SID and had offered their old SID, we may look at upgrading to a similar SID and the Clerk will feed back how effective is the data logging.	GJH												
8.	Cemetery matters: Members have received complaints and the Clerk will check with Cllr Chapman to see if a rabbit treatment agreed at the last meeting had been applied. Cllr Dobney will also organise a mole treatment. Members agreed that a fence may need to be erected the Clerk and Chairman will liaise to put together a specification to go out to tender to local contractors.	GJH												
9	Finance: The Clerk reported the following cheques for issue, <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">100930 Clerk salary</td> <td style="width: 10%; text-align: right;">£</td> <td style="width: 20%; text-align: right;">216.25</td> </tr> <tr> <td>100931 HMRC</td> <td style="text-align: right;">£</td> <td style="text-align: right;">124.20</td> </tr> <tr> <td>100932 LALC</td> <td style="text-align: right;">£</td> <td style="text-align: right;">431.12</td> </tr> <tr> <td>100933 St Laurence mag</td> <td style="text-align: right;">£</td> <td style="text-align: right;">1,000.00</td> </tr> </table> The Clerk reported that the Bank reconciliation had been circulated and was agreed by members.	100930 Clerk salary	£	216.25	100931 HMRC	£	124.20	100932 LALC	£	431.12	100933 St Laurence mag	£	1,000.00	
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10.	Planning: Applications had been circulated and actioned. PG reviewed the outstanding applications.													
11.	Neighbourhood Plan:													

	Cllr J Chapman reported by email that there would be a further meeting on her return from holiday, there had been no success recruiting further volunteers from the community.	
12.	Surfleet Road layby: Cllr Godderidge advised that this area opposite the chip shop had become overgrown and a milestone had been overgrown. Members were unsure who owned the land or if it was the responsibility of Highways so PG will investigate further.	PG
13	GDPR: The Clerk confirmed that a data manager did not need to be appointed.	
14.	Members reports: AD – reported that the church had a number of expenses coming up and may need support.	
15	Cllr Gerrans: Advised that she would be moving from the village and submitted her resignation. The Clerk confirmed he will advise SHDC of the current vacancies so that they can be advertised.	
16.	Correspondence: Has all been actioned and circulated.	
17.	Date of the next meeting: 20 th full council and 27 th (budget) November 2018	
18	The Chairman closed the meeting at 20.05.	

Signed:.....

Date:.....