

SURFLEET PARISH COUNCIL

Chairman: Councillor G Waltham

Clerk: Mr G Hawkes, 48 Casswell Drive, Quadring, Spalding, Lincs, PE11 4QW

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To all members of Surfleet Parish Council

Dear Councillor

You are hereby summoned to attend the annual parish meeting of Surfleet Parish Council on **Tuesday 16th May 2023** at the Fraiser room, Gosberton Road commencing at 7.00pm. The business to be dealt with at the meeting is listed on the agenda.

Granville Hawkes
Clerk to the Council

Date 10th May 2023

AGENDA

1. Apologies for absence
2. Public Forum.
3. Councillors to sign Declaration of acceptance.
4. Appointment of Chairman for the ensuing year.
5. Appointment of Vice Chairman, officers and other representatives.
6. Approve minutes of the meeting held in January - previously distributed
7. Clerks report on matters outstanding (not elsewhere on agenda).
8. Highways matters.
9. Cemetery matters – review regulations & fees.
10. Finance
 - signing of cheques
 - income and expenditure/ bank reconciliation.
 - Audit
11. Planning applications and decisions.
12. Members reports.
13. Correspondence
14. To confirm date of next meeting