

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of the parish meeting held on 19<sup>th</sup> September 2023 at Lady Fraiser room,  
Surfleet.

**Present.**

**Councillors:** Cllrs Trevor Wright (Chairman presiding), Patrick Caulfield, James Lacey,  
Elizabeth Jones, Phillip Godderidge and Franklin Stokes.

Dist Cllrs Sneath and Avery.

One member of the public. In attendance: Granville Hawkes (Clerk).

Minute	Item	Action
1.	<b>Apologies for absence:</b> Cllr Tokley	
2.	<b>Public Forum:</b> No questions	
3.	<b>Approve minutes of the previous meeting July 2023:</b> These had been circulated, on the proposition of Cllr Godderidge, seconded by Cllr Caulfield, were agreed by all and signed by the Chairman as a true record.	
4.	<b>Matters arising:</b> The Clerk confirmed that he will circulate the Unipart Dorman brochure regarding speed indicator devices.	<b>GJH</b>
5.	<b>Highway matters:</b> The Clerk advised that he had reported to LCC Highways parking problems in Station Road in particular the turning circle by the Riverside Inn. Members agreed the Clerk request a review by LCC. Cllr Wright reported that he had recovered 14 bags of rubbish from the slipway area where the new bin has been installed. The bin by the bus shelter needs adding to the SHDC collection round.	<b>GJH</b>  <b>GJH</b>
6.	<b>Cemetery matters</b> The Clerk has received details of other cemeteries fees these were discussed and will be reviewed at the next budget meeting. Cllr Godderidge is obtaining quotes to remove a dead tree in the cemetery. The Clerk will review the cemetery regulations.	<b>GJH</b>
7.	<b>Finance report:</b> The Clerk reported the following cheques for issue, 101136 Clerk salary                   £ 383.06 101137 HMRC                             £ 45.80 101138 E Sterma & Son               £ 570.00 101139 Surfleet PCC                   £ 1,000.00 The Bank reconciliation was circulated and was agreed by members. The Clerk will review the bank mandate.	<b>GJH</b>
8.	<b>Planning:</b> The Clerk confirmed that planning applications had been circulated and actioned with comments reported to SHDC.	
9.	<b>S.P.A.R.C</b> The Clerk reported that a letter had been received regarding recent expenditure relating to the play area and the situation going forward, Members agreed to invite the trustees to a meeting to review what options were available.	<b>GJH</b>
10.	<b>Members reports:</b> EJ- both SHDC and the parish council websites need updating.	
11.	<b>Correspondence:</b> Dist Cllr Sneath asked who the managing agent is for Church Drive.	
12.	<b>Date of next meeting:</b> Tuesday 21 <sup>st</sup> November 2023.	
13.	The Chairman closed the meeting 20.15	

Signed:.....

Date:.....