

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of the parish meeting held on 31<sup>st</sup> January 2023 at Lady Fraiser meeting room,  
Surfleet.

**Present.**

**Councillors:** Cllrs Glynn Waltham (Chairman), Philip Godderidge, James Lacey and Alan Tokley

In attendance: Granville Hawkes (Clerk).

| Minute              | Item  | Action              |          |                     |          |             |         |             |          |                    |            |            |         |  |
|---------------------|---|---------------------|----------|---------------------|----------|-------------|---------|-------------|----------|--------------------|------------|------------|---------|--|
| 1                   | <b>Apologies for absence:</b><br>Cllrs Caulfield and Wright.  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 2                   | <b>Public Forum:</b><br>No members of the public present.   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 3                   | <b>Approve minutes of the previous meeting November 2022:</b><br>These had been circulated, were agreed and signed by the Chairman as a true record.  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 4                   | <b>Matters arising:</b><br>The Clerk reported that he had received an email about the missing 30mph along Surfleet Bank which he will report to LCC Highways.   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 5.                  | <b>Highway matters:</b><br>No new issues  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 6.                  | <b>Cemetery matters</b><br>Cllr Godderidge reported that the cemetery looks tidy, with no new rodent problems. The Clerk will review the cemetery regulations and associated fees.  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 7                   | <b>Finance report:</b><br>The Clerk reported the following cheques for issue,<br><table style="margin-left: 20px; border: none;"> <tr> <td>101112 Clerk salary</td> <td style="text-align: right;">£ 223.31</td> </tr> <tr> <td>101113 Clerk salary</td> <td style="text-align: right;">£ 218.51</td> </tr> <tr> <td>101114 HMRC</td> <td style="text-align: right;">£ 83.20</td> </tr> <tr> <td>101115 LALC</td> <td style="text-align: right;">£ 376.45</td> </tr> <tr> <td>101116 David Lewis</td> <td style="text-align: right;">£ 1,000.00</td> </tr> <tr> <td>101111 RBL</td> <td style="text-align: right;">£ 20.00</td> </tr> </table><br>The Bank reconciliation was circulated and was agreed by members. | 101112 Clerk salary | £ 223.31 | 101113 Clerk salary | £ 218.51 | 101114 HMRC | £ 83.20 | 101115 LALC | £ 376.45 | 101116 David Lewis | £ 1,000.00 | 101111 RBL | £ 20.00 |  |
| 101112 Clerk salary | £ 223.31  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 101113 Clerk salary | £ 218.51  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 101114 HMRC         | £ 83.20   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 101115 LALC         | £ 376.45  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 101116 David Lewis  | £ 1,000.00  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 101111 RBL          | £ 20.00   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 8.                  | <b>Planning:</b><br>The Clerk confirmed that planning applications had been circulated and actioned with comments reported to SHDC.   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 9.                  | <b>Members reports:</b><br>Cllr Godderidge advised that razor wire had been installed around a business premises in Surfleet which he considered dangerous, members agreed for the Clerk to report to LCC.  | <b>Clerk</b>        |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 10.                 | <b>Correspondence:</b><br>None  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 11.                 | <b>Date of next meeting:</b><br>Tuesday 21 <sup>st</sup> March 2023.  |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |
| 12.                 | The Chairman closed the meeting 19.26   |                     |          |                     |          |             |         |             |          |                    |            |            |         |  |

Signed:.....

Date:.....