

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of the parish meeting held on 16th January 2024 at Lady Fraiser room, Surfleet.

Present.

Councillors: Cllrs Alan Tokley (Chairman), Elizabeth Jones, Trevor Wright, ,James Lacey,
and Franklin Stokes.

One member of the public.In attendance:

Granville Hawkes (Clerk).

Minute	Item	Action
1.	Apologies for absence: Cllr Godderidge and District Cllr Sneath.	
2.	Public Forum: No issues	
3.	Approve minutes of the previous meeting November 2023: These had been circulated, on the proposition of Cllr Tokley, seconded by Cllr Wright were agreed by all and signed by the Chairman as a true record.	
4.	Matters arising: The review of the bank mandate will be followed up with Barclays Bank. The Clerk confirmed that he had emailed the LRSP re the mobile speed van. The Clerk will do a site visit regarding the 30 mph signs by the Ship Inn.	GJH GJH
5.	Highway matters: Cllr Stokes has agreed to follow up the road subsidence problem in Reservoir Road.	
6.	Cemetery matters The cemetery fees were discussed and on the proposition of Cllr Wright, seconded by Cllr Stokes, and agreed by all were increased as per the attached schedule. David Lewis has yet to remove the dead tree in the cemetery, but has been instructed to proceed. The Clerk will review the cemetery regulations.	 GJH
7.	Finance report: The Clerk reported the following cheques for issue, 101147 Clerk salary £ 235.07 101148 Clerk salary £ 243.32 101149 HMRC £ 91.60 101150 D Lewis £ 875.00 The Bank reconciliation was circulated and was agreed by members.	
8.	Planning: The Clerk confirmed that planning applications had been circulated and actioned with comments reported to SHDC. The Clerk reported that 70 parishioners had attended a parish meeting to discuss planning application H17-1097-23 from Naylor Farms, Simon Naylor the applicant also attended. A further formal public meeting will be arranged by the Clerk at the village hall.	 GJH
9.	S.P.A.R.C/Glen Park: The Clerk reported that no proposals for a date for a meeting had been received.	
10.	Members reports: None	
11.	Correspondence: None	
12.	Date of next meeting: Tuesday 6 th March 2024.	
13.	The Chairman closed the meeting 19.42	

Signed:.....

Date:.....