

**SURFLEET ANNUAL PARISH COUNCIL  
MEETING MINUTES**

Minutes of Meeting held on 18<sup>th</sup> June 2019  
at The Fraiser Room, Surfleet.

**Present.**

**Councillors:** Cllr Glynn Waltham (Chairman), Alan Tokley, Barry Storey and Patrick Caulfield

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

Minute	Item	Action
1	<b>Apologies for absence:</b> Cllr Wright, Templeman and Godderidge.	
2	<b>Public Forum:</b> There were no issues.	
3	<b>Approve minutes of the previous meeting on the 21st May 2019:</b> These had been circulated and were agreed as a true record	
4	<b>Matters arising:</b> Cllr Tokley advised that he was unable to progress the VE day celebrations in 2020, the Clerk will circulate details to Cllr Waltham and Wright. Members agreed to send letters of thanks to formers Cllr Chapman and Dobney. The Clerk reported that the beacon burner was now in his store.	<b>GJH</b>
5.	<b>Police matters:</b> There was no new update.	
6.	<b>Glen Park:</b> Members were advised that the play area was closed pending the annual report in June as there was apart that needed to be delivered and fitted.	
7	<b>Highway matters:</b> Cllr Tokeley advised that the damaged sign by the bridge in Surfleet Road was still to be replaced and he was chasing.	
8.	<b>Cemetery matters:</b> The Chairman advised that he had delayed the contractor installing the new fencing due to the recent wet weather, work to start 24/06/2019.	
9	<b>Finance report:</b> The Clerk reported the following cheques for issue, 100954 Clerk salary                   £    233.41 100955 Clerk salary                   £    224.61 100956 HMRC                           £     83.00 100957 P Godderidge                 £     20.40 100958 Complete Weed Control   £ 2,028.00 vat £338.00 100959 C Chastom                     £     54.00 100960 C MacKenzie                  £    100.00 100962 St Laurence Church         £  1,000.00 The Clerk reported that the Bank reconciliation had been circulated and was agreed by members. Members agreed that following the election the bank mandate needs to be reviewed.	<b>GJH</b>
10.	<b>Planning:</b> Applications had been circulated and actioned. AT reviewed the outstanding applications.	
11.	<b>Neighbourhood Plan:</b> The Clerk reported that final expenses has been paid out and unused funds returned by cheque detailed above.	
12.	<b>Members reports:</b> BS requested the grassed area on right Station Road be added to the grass contactors list.	<b>GJH</b>

13	<b>AOB:</b> The Clerk reported that he had an enquiry about the river bank annual cut and he will contact Sterma for a date which is usually July.	<b>GJH</b>
14.	<b>Date of next meeting:</b> Tuesday 17 <sup>th</sup> September	
15	The Chairman closed the meeting at 19.30	

Signed:.....

Date:.....