

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of the parish meeting held on 17th June 2025 at the Fraiser Room, Surfleet.
Present.

Councillors: Cllrs Alan Tokley (Chairman), Elizabeth Jones, James Lacey, Phillip Godderidge and Granville Hawkes (Clerk).

Minute	Item	Action
1.	Apologies for absence: Cllrs Wright & Caulfield	
2.	Public Forum: One public member present Stephen Walker who on the proposition of Cllr Tokley, seconded by Cllr Lacey, agreed by all was co-opted onto the parish council.	
3.	Approve minutes of the previous meeting May 2025: The minutes had been circulated before the meeting, on the proposition of Cllr Godderidge, seconded by Cllr Lacey were agreed by all and signed by the Chairman as a true record.	
4.	Matters arising: The position with Surfleet United Charities had been clarified and was a procedural matter only.	
5.	Highway matters: The Clerk will contact Brilaine regarding bus stop flashing timetables. Cllr Godderidge has reported the graffiti on road signs via fix my street and these have now been removed. Cllr Lacey reported overgrown trees in Surfleet Road – the Clerk will write	
6.	Cemetery matters The dead tree still needs to be removed, as per the Sterma quotation, the cemetery otherwise looks tidy.	
7.	Finance report: The Clerk reported the following cheques for issue, which members agreed, 101203 Clerk salary £ 248.57 101204 HMRC £ 45.60 101205 Belnie £ 875.00 101206 Belnie £ 150.00 The Bank reconciliation was circulated to members.	
8.	Planning: The Clerk confirmed that planning applications had been circulated and actioned with comments reported to SHDC. In the absence of Cllr Wright, Cllr Jones will continue planning duties.	
9.	Pylon consultations: Cllr Jones will join the webinar next week. Cllrs will attend the consultation on the 26 th June.	
10.	Thary Lane The Clerk received a complaint regarding the road closure that ends on 23 rd June which appears to impact about four residences in the Lane. A response will be sent.	GJH
11.	Members reports: None Agenda item next meeting re cemetery grass cutting contract.	
12.	Correspondence: Letter to Environment Agency from Mr Godderidge.	
13.	Date of next meeting: Tuesday 16 th September 2025	
14.	The Chairman closed the meeting 19.50.	

Signed:.....

Date:.....