

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of the parish meeting held on 18<sup>th</sup> November 2025 at St Laurence Church,  
Surfleet.

**Present.**

**Councillors:** Cllrs Alan Tokley (Chairman), Elizabeth Jones, James Lacey, Stephen Walker,  
Philip Godderidge and Granville Hawkes (Clerk).

Minute	Item	Action
1.	<b>Apologies for absence:</b> Cllrs Wright & Caulfield	
2.	<b>Public Forum:</b> No members present	
3.	<b>Approve minutes of the previous meeting September 2025:</b> The minutes had been circulated before the meeting, on the proposition of Cllr Lacey seconded by Cllr Tokley were agreed by all and signed by the Chairman as a true record.	
4.	<b>Matters arising:</b> Members agreed for the Clerk to chase Brylaines regarding the bus shelter timetables. The Clerk advised that the handrail on the A16 footpath will be progressed following the ward walk.	<b>GJH</b>
5.	<b>Highway matters:</b> No new issues. Cllr Jones confirmed Stockhouse Lane parking remains an issue, she will provide photographic evidence.	
6.	<b>Cemetery matters</b> The grass cutting contract is due to be reviewed it was agreed by members that an invitation to tender will be sent out by the Clerk in January 2026.	<b>GJH</b>
7.	<b>Finance report:</b> The Clerk reported the following cheques for issue, which members agreed, 101214 Clerk salary                   £ 248.57 101215 HMRC                             £ 91.20 101216 Sterma                           £ 2,160.00 vat £360.00  Bank balances Interest a/c £ 11,390 Current a/c £ 3,034 Cheques   £ 2,299 Net balance £ 11,925  Precept – the Clerk circulated the budget and on the proposition of Cllr Lacey seconded by Cllr Tokley this was agreed by all.	
8.	<b>Planning:</b> The Clerk confirmed that planning applications will be circulated and have been actioned with comments reported to SHDC.	
9.	<b>Pylon consultations:</b> The Clerk will circulate details of the next consultation arrangements.	
10.	<b>Members reports:</b> None	
11.	<b>Correspondence:</b> None	
12.	<b>Date of next meeting:</b> Tuesday 20 <sup>th</sup> January 2026 the Clerk circulated dates of meetings for 2026.	
13.	The Chairman closed the meeting 19.43.	

Signed:.....

Date:.....