

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 15th January 2019
at the Fraiser Room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Allen Dobney, Judy Chapman, Mike Chapman
and Philip Godderidge.

In attendance: Three members of the public, and Granville Hawkes (Clerk).

Minute	Item	Action
1	Apologies for absence: Cllr Templeman	
2	Public Forum: Alan Takeley, Trevor Wright and Charles Dobney attended and gave a brief resume prior to a vote being taken by members to co-opt two people onto the council – members voted to co-opt Messrs Wright and Takeley who both signed Declarations of Acceptance. The Clerk will send code of conduct forms for completion.	GJH
3	Approve minutes of the previous meeting on the 20th November and 18th December: These had been circulated and were agreed as a true record.	
4	Matters arising: There were no matters arising although the Clerk reported a letter of thanks from St Laurence church regarding the parish council donation.	
5	Police matters: In the absence of the Police a written report was submitted confirming 1 RTC and a burglary at Coalbeach Lane South and mud on the road at Marsh Drove and Station Road,	
6	Sparc report: The Clerk had nothing to report.	
7	Highway matters:/ The Chairman observed that some pot hole repairs had been completed in the parish. Cllr Wright was appointed responsible for Highways matters by members.	
8.	Cemetery matters: Cllr M Chapman reported that he was due to meet Firths to progress the installation of the fence. Moles are also a problem and a treatment will be applied when the fence has been erected.	
9	Finance: The Clerk reported the following cheques for issue, 100945 Clerk salary £ 213.91 100946 HMRC £ 41.40 100947 The Fraiser room £ 49.00 The Clerk reported that the Bank reconciliation had been circulated and was agreed by members.	
10.	Planning: Applications had been circulated and actioned. PG reviewed the outstanding applications.	
11.	Neighbourhood Plan: Cllr J Chapman reported that there had been no success recruiting further volunteers from the community and the project may not progress further.	
12.	Surfleet Road layby: Cllr Godderidge advised that the stone had been lifted and cleaned and the area tidied. Eight trees had been requested from the Woodland Trust.	

13	Tonic Health: The Clerk was waiting for further information and will chase again.	GJH
14.	Street Cleaning: The Clerk reported that he had advised Mr Crofts at SHDC of the areas needing attention.	GJH
15	Members reports: MC proposed that a letter of thanks be sent to Cllr Gerrans regarding her contribution to the community.	
16.	Correspondence: None	GJH
17.	Date of the next meeting: 26 th March 2019	
	The Chairman closed the meeting at 19.50	

Signed:.....

Date:.....