

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 19th May 2015
at the Fraiser Room, Surfleet.

Present.

Councillors: Cllr M Hurst (Chairman), Mike Chapman (vice Chairman), Glynn Waltham, Bryan Templeman, Judy Chapman, Allen Dobney, and Gillian Gerrans.

Sally Slade and Elizabeth Sneath SHDC, District Councillors,

In attendance Granville Hawkes (Clerk).

Minute	Item	Action
1	Apologies for absence: Sally Pusey.	
2	Public Forum: None.	
3	Declarations of interest: None.	
4	<p>Councillors acceptance and appointment of officers: Councillors signed their declarations of acceptance and received their code of conduct and pecuniary interest forms as prepared by the Clerk. AD/BT proposed Cllr Waltham as Chairman. JC/GG proposed Cllr Mary Hurst as Chairman. Cllr Waltham was elected by 4 votes to 3. Three nominations were received for 2 vacancies to be co-opted onto the council. Keith Charlesworth was elected on first vote. Denise Fragale was elected against Fraiser Skells on second vote. JC/GG proposed Cllr Mary Hurst as vice chairman. AD/BT proposed Cllr Mike Chapman as vice chairman. Cllr Chapman was elected by 5 votes to 3. Cllrs Judy Chapman, Mary Hurst and Denise Fragale were appointed to the Planning Committee. Cllr Hurst was appointed as Highways representative. Cllrs Gerrans and Mike Chapman were appointed to the police liaison panel. Cllr Gerrans was appointed as village hall representative. Cllrs Bryan Templeman and Mike Chapman were appointed as cemetery overseers.</p>	
5	<p>Approve minutes of the meeting held on 31st March 2015 and matters arising: These had been previously distributed and were signed as a true record subject to members confirming Cllr Waltham to continue to serve on Surfleet United Charities (SUC). Matters arising,</p> <ol style="list-style-type: none"> 1. MH reminded members that we were due to receive a report on SUC which Cllr Mike Chapman confirmed he would report later in the meeting. 2. Cllr Mike Chapman advised that he had spoken to Dennis Smith who built the parish notice board and he advised that they were beyond repair. He proposed that the council purchase two metal replacements. GG/MH proposed that the council look at alternatives to metal and MC agreed to prepare quotes for the next meeting. 	MC
6	Clerks report on matters outstanding:	

	The Clerk advised there were no issues to report.															
7	<p>Police matters: PCSO S Pusey reported via email that there had been two burglaries since the last meeting. She had checked the Cheal bend for parked cars but had not seen any but would continue to monitor. Community speed watch has checked Church Drive for 30 minutes and found 29% of drivers exceeding the speed limit and Glen Garden junction for 45 minutes where 21% of drivers were in excess of the speed limit. AD reported discarded syringes at Park Lane opposite the golf course which members will report to the police liaison meeting and MH will report to Environmental Health.</p>	MH														
8	<p>Highway matters:</p> <ol style="list-style-type: none"> 1. MH reported that eventually a meeting took place with the Highways manager, Cllr Mike Chapman and the Clerk and the worst six priorities were pointed out, some areas are already in the highways budget. A follow up letter from Highways had not been received which members agreed for the Clerk to chase, MH to sign copy to GW. 2. The Clerk reported that 5 out of 6 fixing points had been approved and he would now place an order for the interactive signs. 	GH GH														
9	<p>Reports from representatives of outside bodies: Cllr Mike Chapman reported on SUC.</p>															
10	<p>Parish Plan and Celebrate Surfleet: Members agreed that these items can be included under reports from representatives. JC reported that the litter pickers had filled 7 bags of rubbish. Letter of thanks to be sent to Mrs Taylor and Mrs Ogden. JC to confirm addresses to the Clerk. Members thanked Cllr Chapman.</p>	GH														
11	<p>Cemetery Matters: MC reported that the rabbits were back causing damage to the grass in the cemetery. Members agreed for Firths to be asked to remove the rabbits and repair the damage. AD advised that we may need to install wire to keep rabbits out in future. The Clerk reported that he had received a proof to have the inscription rewritten from Tegerdines which members agreed to accept in Font A. The clerk to liaise with the stonemason. MC reported that he had liaised with Addleseees about a burial as the Clerk had been unavailable despite leaving messages and the Clerk agreed to monitor the parish phone and respond quicker in future.</p>	MC GH														
12	<p>Finance report: Members agreed for the following cheques to be issued,</p> <table> <tr> <td>100790 Clerk salary April</td> <td>£ 200.41</td> </tr> <tr> <td>100791 Clerk salary May</td> <td>£ 206.41</td> </tr> <tr> <td>100792 M Firth</td> <td>£ 648.00</td> </tr> <tr> <td>100793 Came & Co</td> <td>£ 352.65</td> </tr> <tr> <td>100794 Enterprise Acct</td> <td>£ 150.00</td> </tr> <tr> <td>100795 LALC</td> <td>£ 345.77</td> </tr> <tr> <td>100796 Surfleet V Hall</td> <td>£1,500.00</td> </tr> </table> <p>The Clerk presented the bank reconciliation and breakdown of actual expenditure to budget as attached which members agreed. The Clerk reported that the Auditor had completed the books, the annual return had been completed and members agreed for the</p>	100790 Clerk salary April	£ 200.41	100791 Clerk salary May	£ 206.41	100792 M Firth	£ 648.00	100793 Came & Co	£ 352.65	100794 Enterprise Acct	£ 150.00	100795 LALC	£ 345.77	100796 Surfleet V Hall	£1,500.00	
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	Chairman to sign the return.	
13	<p>Planning application and decisions: The Clerk confirmed that all planning matters had been actioned as circulated and attached. MH reported that an infill plot in Coalbeach lane had been agreed but a similar plot in Reservoir road was being looked at differently by the planning office, with Seas End considered as a separate community. She had asked for the application to be considered by the planning committee. AD agreed with MH as did Sally Slade District Councillor. Members agreed for the Clerk to invite the planning officer to attend a future parish council meeting.</p>	GH
14	<p>Correspondence: The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda. The Clerk reported a letter about reviewing the electoral boundaries in Lincolnshire which will be circulated to members.</p>	
15	<p>Members reports: GG – nothing. AD – trees were growing on the footpath from park lane to the footbridge – MH to report. MC – nothing. BT – referred to the rabbit problem and members agreed the Clerk contact SPARC. MH – nothing. DF – nothing. JC – welcomed the two new Councillors. KC – Bushes encroaching on pathway under the bye pass – MH to report.</p>	<p>MH GH MH</p>
16	<p>Date of the next meeting: 30th June 2015</p>	
	The meeting closed at 21.10 pm.	

Signed:.....

Date:.....

