

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 21st November 2017 at 7.00pm
at The Fraiser room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Mike Chapman, Gillian Gerrans, Allen Dobney, Mary Hurst and Judy Chapman.

In attendance: Dist Cllrs Grocock and Sneath and Granville Hawkes (Clerk) and 13 members of the public.

Minute	Item	Action
1	Apologies for absence: District Cllr Slade and Cllrs Dennis and Templeman.	
2	Public Forum: Members of the public raised questions about future funding options for Sparc and the playing field and whether an increase in the precept was the right way to go following the recent public meeting called by Sparc. Dist Cllr Grocock advised that before any money could be committed a fully costed plan would need to be presented with up to date trading figures and a clear plan for the future. Micheal Morris of Tonic Health advised members of the plan for a Community Hub in Station Road. Doug Whyles asked why the 2017 parish minutes were not on the parish website and the clerk agreed to investigate.	
3	Approve minutes of the meeting held on 5th September 2017. These had been previously distributed and were signed as a true record.	
4	Clerks report on matters outstanding: No matters outstanding not on the agenda.	
5	Police matters: In the absence of PCSO Abbott the Clerk read out his email report. There had been three road traffic collisions but no injuries. There have been dirt bike riders damaging the verges in Gubboles Drove and the police were making additional patrols. Cllr Dobney advised about a burglary in Wood Lane which the Clerk will report to the police	GJH
6	Sparc: The Clerk reported that he was waiting for an invoice from Playdale so the agreed amount for the repairs could be paid.	
7	Highway matters: Cllr Hurst reported a damaged bollard on Seas End Road/A16 junction and this had been repaired on the same day. Cllr J Chapman had reported mud on the road in Station Road to Cllr Dennis. The Chairman expressed concern at the overgrown state of the A16 roundabout.	
8	Cemetery matters: Cllr Chapman confirmed that the encroaching trees on the west side of the cemetery had been cut back as agreed.	
9	Finance report: Members agreed for the following cheques to be issued, 100888 Clerk salary October £ 210.41 100889 HMRC £ 41.20 Open Plan Contract 100890 Grant Thornton £ 100.00 vat £20.00 100891 Malc Firth £ 1,080.00 vat £180.00 100892 E Sterma & Son £ 235.00 vat £47.00 100893 J Flowers £ 216.00 vat £36.00	

	The Clerk confirmed that the bank reconciliation and Bank balances had been circulated which members agreed.	
10	Planning decisions: The Clerk confirmed that applications had been dealt with as per the attached breakdown which had been circulated to members. Cllr Hurst reported on the current applications that require further input and expressed concern about future traffic flows when the various planning applications in Station Road had been completed particularly the impact on the school.	
11	Neighbourhood Planning: Cllr Hurst reported that a consultation event on 19 th November had been well received with useful feedback from attendees. Pending availability of the locality funding there will be little further progress. A transport survey may be required in Station Road to monitor traffic flows. Section 106 funding had been allocated to the Sunnysdale Close development.	
12	Surfleet reservoir notice boards: Cllr J Chapman reported that following preparation at Sign Designs the boards were now renovated and would be installed tomorrow by Cllr M Chapman.	
13	Grass cutting: The Clerk reported a letter from SHDC about what areas of the highway verges and amenity areas were subject to regular cutting and a quote for 2017-2018 of £185.70 for ten cuts. This will be reviewed at the budget meeting. .Cllr Gerrans advised that the area around the bus shelter in Station Road had been cut by a local resident who plans to move away. The Clerk will advise SHDC.	GJH
14	Seas End underpass: The Clerk reported an email from Patricia Haynes a wheelchair user about cars obstructing the exit by the Riverside Hotel. She is unable to turn left due to a raised kerb and to stop cars parking a small hatched area needs to be painted on the road. The Clerk will contact Highways.	GJH
15	Reservoir water levels: The Clerk has contacted the Environment agency and Cllr Hurst has provided details of the residents who are effected and the Clerk will follow up.	GJH
16	. Members reports: Cllr Hurst expressed concern that the development of the village was hindered by the current low precept and we should revise our approach which the Clerk will consider as part of the 2018-2019 budget.	
17	Correspondence: The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda as per the attached appendix	
	Date of the next meeting: Tuesday 28 th November (budget) meeting	
	The Chairman closed the meeting at 20.10pm	

Signed:.....

Date:.....