

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of Meeting held on 15<sup>th</sup> May 2018  
at St Laurence church, Surfleet.

**Present.**

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

**In attendance:** One member of the public, Dist Cllr Liz Sneath and Granville Hawkes (Clerk).

Minute	Item	Action
1	<b>Apologies for absence:</b> Cllrs Brian Templeman, Dist Cllr Slade. Cllr Dennis (absent).	
2	<b>Public Forum:</b> Frances Dalton invited members to visit Glen Park and this has been arranged for 23 <sup>rd</sup> may at 19.00 hours.	
3	<b>Appointment of Chairman and vice Chairman for the ensuing year:</b> Cllr Waltham was proposed as Chairman for a further year by AD seconded by MC and Cllr Mike Chapman as vice Chairman for a further year by AD and seconded by GG, both resolutions were carried unanimously.	
4	<b>Appointment of officers and other representatives:</b> Cllrs AD and GG nominated the following officers which were agreed by members, Planning – Cllrs J Chapman, Godderidge and Dobney Cemetery overseers – Cllrs M Chapman and B Templeman Highways – Cllr Gerrans assisted by the Clerk. Celebrate Surfleet Community Group – Cllr J Chapman.	
5	<b>Approve minutes of the previous meeting on the 27th March:</b> These had been circulated and were agreed as a true record.	
6	<b>Matters arising:</b> The Clerk reported that he had emailed regarding the lighting of the Beacon in November, and Cllrs J & M Chapman were liaising with the Chairman of Glen Park. Trevor Wright has organised funding to purchase 3 defibrillator units proposed sighting The Fraiser room, Glen Park and the reservoir he is due a site visit by LIVES, he will contact the council if further funding is needed.	
7	<b>Police matters:</b> In the absence of the Police there was no report.	
8.	<b>Sparc report:</b> The Clerk reported that he had returned the 2017 grass maintenance invoice back to complete weed control.	
9	<b>Broadband speeds:</b> The Clerk reported that he had been requested to supply post codes so that speeds could be properly investigated – these were supplied by members -PE11 4DH, 4DQ, 4GG and 4DS.	<b>GJH</b>

10.	<b>Highway matters:</b> Cllr M Chapman reported that he had received the passive signs from the Clerk and they would be installed when the SID needed recharging.	
11.	<b>Cemetery matters:</b> MC advised that he had authorised the cutting back between Glen Park and the cemetery as agreed at the September meeting – this invoice can be paid.	
12.	<b>Finance report:</b> The Clerk reported the following cheques for issue, 100916 Clerk salary           £    211.21 100917 Clerk salary           £    211.21 100918 HMRC                   £     82.80 100919 Taxtastic               £     72.00 100920 MGM                   £  1,176.00 vat 196.00  The Clerk reported that the audit deadline had been changed to 30 <sup>th</sup> June, the Bank reconciliation had been circulated and was agreed by members.	
13	<b>Planning:</b> Applications had been circulated and actioned. Application H17-0429-18 was discussed in detail – the clerk will add comments on planning portal.	<b>GJH</b>
14.	<b>Neighbourhood Plan:</b> Community Lincs had completed the phase 1 report and the Clerk will put a copy on the parish web site. Cllr J Chapman will take over as Chairman as Cllr Hurst has resigned. Funding has been applied for phase 2.	<b>GJH</b>
15	<b>Grass cutting:</b> The Clerk advised that he has authorised SHDC to do the extra cuts, there is a further piece in Station Road that needs to be added to the contract by the Clerk.	<b>GJH</b>
16.	<b>Members reports:</b> PG – will contact the school about an unused scaffold pole. MH -there has been further riverbank damage to a house opposite the school due to the management of the river level. MH also advised her intention to resign as a Councillor. JC – asked update on GDPR, will be added to the next agenda.	<b>GJH</b>
17.	<b>Correspondence:</b> Has all been actioned and circulated.	
18	<b>Date of the next meeting:</b> 26 June 2018	
	The Chairman closed the meeting at 20.05	

Signed:.....

Date:.....