

**SURFLEET ANNUAL PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 19TH November 2019
at The Fraiser Room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Alan Tokley, Barry Storey, Trevor Wright and Patrick Caulfield

In attendance: Dist Cllr Liz Sneath and Granville Hawkes (Clerk).

Minute	Item	Action
1	Apologies for absence: Cllr Templeman	
2	Public Forum: No public members present.	
3	Approve minutes of the previous meeting on the 18th September 2019: These had been circulated and were agreed as a true record	
4	Matters arising: The Clerk provided details of the VE day celebrations in 2020 to Cllr Waltham and Wright.	
5.	Police matters: There was no new update.	
6.	Glen Park: Members were advised that the play area was still closed and that Cllr Godderidge had invited the Glen park chairman to the previous parish council meeting to discuss the situation.	
7	Highway matters: Cllr Tokley advised that a damaged warning sign had been removed by the bridge in Surfleet Road and he was chasing for this to be replaced. The Stockhouse Lane flooding had been reported to LCC highways. Two letters had been received about speeding and the Clerk will respond to both. A request for Community Speedwatch volunteers will be included in the St Laurence news.	GJH
8.	Cemetery matters: Cllr Wright advised that there was no TPO on the silver birch which he will remove. Cllr Godderidge advised that some initial pest control had been undertaken relating to the mole and rabbit problem. A budget of £500 was agreed for some further tree work to be completed. The Chairman commented that some substantial work tidying the cemetery will be needed in the Spring of 2020. The Clerk will reply to a letter from Mr Worthington.	GJH
9	Finance report: The Clerk reported the following cheques for issue, 100973 Clerk salary £ 214.61 100974 Clerk salary £ 214.61 100976 HMRC £ 124.50 100977 SHDC election cost £ 71.44 100978 E Sterma & Son £ 384.00 vat £64.00 100979 Lady Fraiser Charity £ 35.00 The Clerk reported that the Bank reconciliation had been circulated and was agreed by members and a new bank mandate was being organised through Barclays Bank.	GJH
10.	Planning: Applications had been circulated and actioned. AT reviewed the outstanding applications and members agreed that Cllr Wright	GJH

	and the Clerk review the process for accessing Section 106 funding.	
11.	Milestone and layby: Cllr Godderidge reported that six trees had been planted with the help of Tim Wayman, a letter of thanks will be sent.	GJH
12.	Members reports: BS reported that the dog mess problem along Station Road had been actioned. GW advised that the metal bin at the Cheal needs replacing the Clerk will action.	
13	Correspondence: The Clerk reported a letter from Ken Bush about the Poppy day celebrations and Cllr Wright will organise for 2020. An email had been received today from the Chairman of Glen Park CIC about the need to replace the floodlights at Glen Park costing £34,000 plus VAT and the Clerk will respond and invite to the January meeting.	GJH
14.	Date of next meeting: Tuesday 26 th November (budget meeting).	
15	The Chairman closed the meeting at 20.20	

Signed:.....

Date:.....