

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 20th November 2018
at the Fraiser Room, Surfleet.

Present.

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

In attendance: Two members of the public, Dist Cllr Liz Sneath and Granville Hawkes (Clerk).

Minute	Item	Action																		
1	Apologies for absence: None																			
2	Public Forum: No issues																			
3	Approve minutes of the previous meeting on the 18th September: These had been circulated and were agreed as a true record.																			
4	Matters arising: There were no matters arising																			
5	Police matters: In the absence of the Police a written report was submitted confirming 3 RTCs and mud on the road at Marsh Drove.																			
6	Sparc report: The Clerk reported an email from N Davis Chairman Sparc seeking a meeting of the Council, Sparc and the CIC to discuss current issues and update Clerks email of the 02/09/2018, the Clerk will reply.																			
7	Highway matters:/ The Clerk will feed back how effective is the data logging devices when he has an update – no new issues.	GJH																		
8.	Cemetery matters: Quotes had been requested and received to erect a fence to prevent the ongoing rabbit problem. MGM have quoted £3,848.46 plus vat. This was proposed by Cllr Templeman and seconded by Cllr Dobney and passed by members. Members have also agreed for MGM to cut the ivy back in the cemetery. Cllr M Chapman reported that Mrs Hurley had offered to donate a bench which was agreed but the Chairman asked for written confirmation.	GJH																		
9	Finance: The Clerk reported the following cheques for issue, <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">100935 Clerk salary</td> <td style="width: 10%; text-align: right;">£</td> <td style="width: 20%; text-align: right;">211.01</td> </tr> <tr> <td>100936 Clerk salary</td> <td style="text-align: right;">£</td> <td style="text-align: right;">213.33</td> </tr> <tr> <td>100937 HMRC</td> <td style="text-align: right;">£</td> <td style="text-align: right;">83.20</td> </tr> <tr> <td>100938 A Richardson</td> <td style="text-align: right;">£</td> <td style="text-align: right;">60.00</td> </tr> <tr> <td>100939 J Chapman</td> <td style="text-align: right;">£</td> <td style="text-align: right;">39.34</td> </tr> <tr> <td>100940 A Rhodes</td> <td style="text-align: right;">£</td> <td style="text-align: right;">26.00</td> </tr> </table> The Clerk reported that the Bank reconciliation had been circulated and was agreed by members.	100935 Clerk salary	£	211.01	100936 Clerk salary	£	213.33	100937 HMRC	£	83.20	100938 A Richardson	£	60.00	100939 J Chapman	£	39.34	100940 A Rhodes	£	26.00	
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10.	Planning: Applications had been circulated and actioned. PG and JC reviewed the outstanding applications.																			
11.	Neighbourhood Plan: Cllr J Chapman reported that there had been no success recruiting further volunteers from the community and with only 6 regular members momentum was being lost and the project may not progress further.																			

12.	<p>Surfleet Road layby: Cllr Godderidge advised that this area opposite the chip shop had become overgrown and a milestone had been overgrown. He reported that he was waiting for highways to confirm that the stone could be lifted and cleaned and the area tidied.</p>	PG
13	<p>St Laurence church: The Chairman reported a letter from the churchwardens outlining repairs to the church roof £12,000 and alarm installation £4,248 as a result of the lead theft. This was only partly covered by an insurance claim and although they had worked hard fundraising asked the council for support. Members discussed and were in favour and unanimously agreed to provide a donation of £5,000.</p>	
14.	<p>Members reports: AD – reported that the footpath along the river Glen and Park Lane needed cutting back – the Clerk will report.</p>	GJH
15	<p>Correspondence: The Chairman thanked Cllrs Chapman and all those who organised the remembrance event on 11th November. A letter of thanks to be sent to Trevor Wright and his team for the work on providing local defibrillators. Tony Crofts of SHDC street cleaning had offered his teams services and the Clerk will contact.</p>	GJH GJH
16.	<p>Date of the next meeting: 27th November 2018 budget meeting to be rearranged at the request of the Clerk.</p>	GJH
17.	The Chairman closed the meeting at 20.05.	

Signed:.....

Date:.....