

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 27th June 2017 at 7.30pm
at The Fraiser room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Keith Charlesworth, Mike Chapman, Brian Templeman, Gillian Gerrans, and Judy Chapman.

In attendance: District Cllr Grocock, Granville Hawkes (Clerk) and one member of the public.

| Minute | Item | Action |
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| 1 | Apologies for absence: District Cllr Slade, PCSO Abbott, Cllrs Dobney, Dennis and Hurst. | |
| 2 | Public Forum: Mr Whyles requested an update on financial support for SPARC, asked for a copy of the grass cutting quotation and advised that a quote of £2,136 plus vat had been received from Playdale for repairs to the play equipment and asked for support from the parish council. The Chairman agreed to discuss these issues as part of the meeting as Sparc was already an agenda item. | |
| 3 | Approve minutes of the meeting held on 16th May 2017. These had been previously distributed and were signed as a true record. | |
| 4 | Clerks report on matters outstanding: The Clerk advised that when moving the speed indication device both employees and volunteers were covered under our existing insurance as part of both the employers liability and personal accident covers. The Chairman suggested the Clerk obtain email confirmation. | GJH |
| 5 | Police matters: In the absence of PCSO Abbott the Clerk reported an updating email advising incidents of theft in Park Lane and criminal damage in Scoldhall Lane. He also advised that youths had been gathering by the slipway on Park Lane the Police has increased their presence as a result the youths had dispersed. | |
| 6 | Sparc: As agreed in the public forum members discussed the request to support Sparc financially to meet the cost of the play equipment repairs. Mr Whyles advised that Playdale would be used as they designed and supplied the equipment so any ongoing indemnities would continue. Members expressed concern at the late nature of this request on the day of the parish council meeting. Following discussion Cllr M Chapman put forward a proposal to meet the cost of £2,136 plus vat which Cllr J Chapman seconded and the motion was agreed unanimously. The Chairman confirmed that this was the limit of the councils support for ongoing repairs in this instance. Members also sought to clarify the parish council position regarding the grass cutting and field maintenance, trees and shrubs. The Clerk was asked to write to Sparc for a specification so that three contractors quotes could be obtained. | GJH |
| 7 | Highway matters: There is a large pot hole at the bottom of Fieldings Hill which will be reported direct to LCC Highways. The speed indicator devices are now in place and operating effectively, Cllr Chapman enquired about the LRSP speed signs and the Clerk will enquire about availability. The Clerk reported a letter from SHDC about amenity and highway cutting and he will contact them for more information. | GJH GJH |
| 8 | Cemetery matters: | |

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| | <p>The Clerk reported an email from Mrs Whitton about an overgrown memorial stone which Cllr Chapman will ask Firths to cut back.</p> <p>The Clerk reported that Mrs Issitt had emailed about the rabbit problem. Members discussed options to control the problem but do not believe there is a permanent solution.</p> <p>A reserved burial plot has been freed up as Mrs Harphams ashes have been interred in her husbands grave. Members agreed to repurchase the space at the £130 original reservation fee.</p> | GJH |
| 9 | <p>Finance report:</p> <p>Members agreed for the following cheques to be issued,</p> <p>100873 Clerk salary June £ 239.32 100874 HMRC £ 41.20 100875 G Parkes £ 112.50</p> <p>The Clerk presented the bank reconciliation and Bank balances which members agreed.</p> <p>The Clerk reported that the 2016-2017 audit figures were completed and had been sent to the auditor Grant Thornton.</p> | |
| 10 | <p>Planning application and decisions:</p> <p>The Clerk confirmed that applications had been dealt with as per the attached breakdown which had been circulated to members.</p> | |
| 11 | <p>Neighbourhood Planning:</p> <p>A further meeting had taken place on 15th June as per the minutes appended. There is a large enough group to either be on the committee or available to support activities. Community Lincs (Janet Clark) has offered to do a training session on 2nd August. Cllr Charlesworth advised that the cost is £600 plus vat which members agreed to support. This is likely to be the only cost to the parish council as independent funding will be sought. Cllr Waltham commented that it was encouraging to see the number of people who want to be involved.</p> | |
| 12 | <p>Surfleet reservoir notice boards:</p> <p>Cllr J Chapman has had a meeting with Sign Design Services who are prepared to replace the old information boards. Members have already agreed a budget of £500 to meet the cost. We will need the Environment Agency permission to put them in position.</p> | |
| 13 | <p>Members reports:</p> <p>Cllr Chapman reported that the bus shelter opposite the Fraiser room needed refurbishment and he was contacting suppliers.</p> | |
| 14 | <p>Correspondence:</p> <p>The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda as per the attached appendix.</p> | |
| 15 | <p>Cllr Charlesworth:</p> <p>Keith advised the meeting that he was planning to move closer to his family and would send his resignation to the Clerk. Cllr Waltham and members thanked him for his past service.</p> | |
| 16 | <p>Date of the next meeting:</p> <p>Tuesday 19th September, General purposes 1st August</p> | |
| 17 | <p>The Chairman closed the meeting at 20.18</p> | |
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Signed:.....

Date:.....