

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 16th January 2018 at 7.00pm
at The Fraiser room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Gillian Gerrans, Allen Dobney, Mary Hurst,
Philip Godderidge and Malc Dennis.

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

Minute	Item	Action												
1	Apologies for absence: Cllrs Mike Chapman, Judy Chapman, Brian Templeman and the Police.													
2	Public Forum: No members of the public present but the Chairman reported that he had been contacted by parishioners who were concerned about poor broadband speeds. The Clerk agreed to investigate.													
3	Approve minutes of the meetings held on 21st and 28th November and 19th December. These had been previously distributed and were signed as a true record.													
4	Clerks report on matters outstanding: The Clerk reported that the existing parish vacancy had been advertised and in the absence of any nominations members agreed to co-opt Philip Godderidge who signed a declaration of acceptance and will complete a members interest form for submission to SHDC.													
5	Police matters: In the absence of PCSO Abbott the Clerk read out his email report. There had been two road traffic collisions but no injuries. There have been instances of mud on the road and vehicles causing a nuisance. Members were very concerned at six burglaries and an instance of criminal damage at the school. The Clerk was asked to write to highways as this could be linked to the night time light switch off.	GJH												
6	Sparc: The Clerk reported that he had received an invoice from Playdale so the play equipment repairs had been paid. An invoice for the grass cutting season would be sent by the contractor.													
7	Highway matters: The Clerk confirmed that the cost of five passive signs will be £50 which members agreed and a cheque was issued.													
8	Cemetery matters: In the absence of the overseers there was no formal report. Cllr Dennis expressed concern at the ongoing rabbit problem													
9	Finance report: Members agreed for the following cheques to be issued, <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">100902 Clerk salary January</td> <td style="width: 10%; text-align: right;">£</td> <td style="width: 10%; text-align: right;">218.45</td> </tr> <tr> <td>100903 HMRC</td> <td style="text-align: right;">£</td> <td style="text-align: right;">41.60</td> </tr> <tr> <td>100904 The Fraiser room</td> <td style="text-align: right;">£</td> <td style="text-align: right;">56.00</td> </tr> <tr> <td>100905 Lins County Council</td> <td style="text-align: right;">£</td> <td style="text-align: right;">50.00</td> </tr> </table> The Clerk confirmed that the bank reconciliation and Bank balances had been circulated which members agreed.	100902 Clerk salary January	£	218.45	100903 HMRC	£	41.60	100904 The Fraiser room	£	56.00	100905 Lins County Council	£	50.00	
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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.													

11	<p>Neighbourhood Planning: Cllr Hurst reported that funding of £3,393 had been received from Groundworks to support the questionnaire stage of the consultation which has to be delivered to households, completed and returned by end March. The questionnaire will focus on the feedback obtained at previous events to date. After collation the next event will be on the 14th April at the Fraiser room.</p>	
12	<p>St Laurence church magazine: Cllr Waltham advised members of the valuable contribution the church magazine makes in the community. Mrs Bratley had written in response to a letter from the Clerk to advise that the annual cost of production was £3,250 mostly funded by reducing advertising revenue and donations. Cllr Waltham proposed that the council donate £1,000 per annum to the magazine which Cllr Dobney seconded and members agreed.</p>	
13	<p>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. Members requested plans of the areas to be cut. .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.</p>	GJH
14	<p>Seas End underpass: The Clerk reported that to stop any obstruction by cars the small hatched area needs to be painted on the road which highways have agreed – this is still to be actioned and the Clerk will chase.</p>	GJH
15	<p>Reservoir water levels: The Clerk has contacted the Environment agency and Cllr Hurst has provided details of the residents who are effected, the Clerk has sent details and will chase as necessary.</p>	GJH
16	<p>. Members reports: Cllr Dobney has reported fly tipping in Park Lane. No other reports from members.</p>	GJH
17	<p>Correspondence: The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda.</p>	
	<p>Date of the next meeting: Tuesday 27th March.</p>	
	<p>The Chairman closed the meeting at 20.15pm.</p>	

Signed:.....

Date:.....