

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of Meeting held on 15<sup>th</sup> November 2016 at 7.00pm  
at the Lady Fraiser meeting room Surfleet.

**Present.**

**Councillors:** Cllr Glynn Waltham (Chairman), Malcolm Dennis, Keith Charlesworth, Mike Chapman, Gillian Gerrans, Allen Dobney and Judy Chapman.

**In attendance:** District Cllr Sneath, and Granville Hawkes (Clerk).

Minute	Item	Action
1	<b>Apologies for absence:</b> Cllrs Hurst, Templeman, and the Police.	
2	<b>Public Forum:</b> No attendees.	
3	<b>Approve minutes of the meeting held on 13<sup>th</sup> September 2016 and matters arising:</b> These had been previously distributed and were signed as a true record.	
4	<b>Clerks report on matters outstanding:</b> The Clerk reported that he had been referred by the Environment Agency to Lincs Highways re the state of the riverbanks. Cllr Dennis advised that this was an Environment Agency issue and the Clerk was asked to chase again for some action. The Clerk reported that he had emailed Mr Lorimer regarding the noticeboards but had not received a reply so he will email again.	<b>GJH</b>
5	<b>Police matters:</b> PCSO Colin Abbotts reported by email four traffic accidents, mud on the road at Newlands Road and Marsh Drove, a theft at Spalding golf club and criminal damage in Station Road.	
6	<b>SPARC:</b> The Clerk advised that a letter had been sent to Mr Whyles as attached. MC reported that he had received a quote for grass cutting and border maintenance of £4,000 per annum. Members agreed to consider the implications of this cost at the budget meeting next week. KC reported that the Chairman of the Spalding Hockey club had confirmed plans to develop the Studio as a shower and toilet facility adjacent to Glen Park.	
7	<b>Highway matters</b> 1. The Clerk reported that the removable post had not been installed but Highways had indicated it was on their maintenance schedule but no timescale had been given. 2. JC advised that a number of street lights were not working in Station Road and LED replacements were due to be installed in November-December.	
8	<b>Reports from representatives of outside bodies:</b> JC reported the Xmas fayre was organised for the 20 <sup>th</sup> November.	
9	<b>Cemetery matters:</b> MC reported the beech tree on the left of the cemetery was dead and he had instructed HGM to remove it as previously agreed and this would happen by the end of November. A replacement tree will be planted. MC reported that the rabbit problem had reduced partly due to the colder weather and natural disease issues. AD advised that he thought the SPARC hedge needed to be reduced in width to alleviate the above problem. A memorial was agreed for Hazel Christina Lambe.	

10	<p><b>Finance report:</b> Members agreed for the following cheques to be issued,</p> <table border="0"> <tr> <td>100847 Clerk salary Oct</td> <td>£</td> <td>205.97</td> </tr> <tr> <td>100848 Clerk salary November</td> <td>£</td> <td>200.21</td> </tr> <tr> <td>100849 HMRC</td> <td>£</td> <td>82.40</td> </tr> <tr> <td>100850 Lady Fraiser charity</td> <td>£</td> <td>28.00</td> </tr> <tr> <td>100851 British Legion</td> <td>£</td> <td>30.00</td> </tr> </table> <p>The Clerk presented the bank reconciliation and Bank balances which members agreed The Clerk reported that the 2015-2106 audit had been completed by Grant Thornton.</p>	100847 Clerk salary Oct	£	205.97	100848 Clerk salary November	£	200.21	100849 HMRC	£	82.40	100850 Lady Fraiser charity	£	28.00	100851 British Legion	£	30.00	
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11	<p><b>Planning application and decisions:</b> The Clerk confirmed that applications had been dealt with as per the attached breakdown which had been circulated to members.</p>																
12	<p><b>Neighbourhood Planning:</b> KC reported that at the last consultation to discuss this there was enough interest to proceed to the next stage. He proposed and JC seconded that Surfleet Parish Council after the public consultation, requests that SHDC to designate the parish of Surfleet to be an area for a Neighbourhood Plan. The plan will be complementary to the South Lincolnshire Development Plan. The parish council considers itself to be a qualifying body in that it is a parish council of long standing. This resolution was passed by 6 votes to 1 abstention. The Clerk was requested to write to SHDC.</p>	GJH															
13	<p><b>Surfleet reservoir notice boards:</b> JC reported that Mr Lorimer had been contacted to redo the artwork and the Clerk advised that he had not had a reply to two emails. Both JC and the Clerk agreed to try to make contact again.</p>	GJH/JC															
14	<p><b>Members reports:</b> MC – expressed concern at the state of the riverbanks and grass verges and asked the Clerk to contact the Environment Agency again. GG advised that she will not be able to attend the budget meeting.</p>	GJH															
15	<p><b>Emergency planning:</b> The Clerk advised that no responses had been received to the circulated cards and members agreed not to proceed with a formal plan.</p>																
15	<p><b>Correspondence:</b> The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda as per the attached appendix.</p>																
16	<p><b>Date of the next meeting:</b> Tuesday 22<sup>nd</sup> November 2016 Chairman closed the meeting at 20.15pm</p>																

Signed:.....

Date:.....