

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 15th September 2015
at the Fraiser Room, Surfleet.

Present.

Councillors: Cllr Glynn Waltham (Chairman), Mary Hurst, Allen Dobney, Keith Charlesworth, and Brian Templeman.

In attendance Granville Hawkes (Clerk), PCSO Sally Pusey and one member of the public.

Minute	Item	Action
1	Apologies for absence: Mike Chapman, Judy Chapman, Gillian Gerrans, District Councillors Elizabeth Sneath and Sally Ann Slade.	
2	Public Forum: SHDC Planning officers Phil Norman and Karen Johnson attended the meeting at the request of the council. Members expressed concern at the inconsistent application of planning policy between Surfleet village and Seas End. PN advised that planning policy changes as directed by central government but for planning purposes Seas End had been treated as a separate entity for more than 20years. Members were unaware of this. The local planning policy is due to go out to consultation and when this happens the council will have the opportunity to comment that Surfleet should be treated as one entity. The Chairman commented that there should be a public meeting of residents to seek their views on future planning as part of the consultation process. Malc Dennis expressed concern at the state of the river bank. The river was obscured from the road by a lack of cutting and there was rubbish in the river. Members agreed and Cllr Hurst had spoken to the environment agency in the past and it was agreed that the Clerk write again.	GJH
3	Resignation: The Chairman reported that Cllr Fragale had resigned and there was now a vacancy that could be filled by co option.	
4	Approve minutes of the meeting held on 30TH June 2015 and matters arising: These had been previously distributed and were signed as a true record subject to an amendment in section 7 changing "me" to "be". There were no matters arising.	
5	Clerks report on matters outstanding: No issues that were not covered by the agenda.	
6	Police matters: PCSO S Pusey reported that there had been very little activity in the parish since the last meeting, two thefts from cars and an attempted burglary. She had been patrolling Surfleet Park . Cllrs were concerned about vehicles parked on Cheal Bend Stockhouse Lane and PCSO Pusey will ask the beat manager to send a letter to residents.	
7	Highway matters: 1. MH read out a letter from Highways which covered what action they proposed to take following their visit to the village in April. 2. The Clerk read out a letter from Karen Swindells regarding the increasing number of lorries passing through the village. Members agreed that the Clerk write to Highways supporting her points suggesting that Highways write to local transport manager asking that they use the bypass in future with a copy of the letter being sent to the LRSP. 3. The Clerk reported that the fixing brackets were to be installed and the passive signs delivered on the 15 th September. 4. AD confirmed rubbish had been removed by SHDC in Park Lane. MH advised that the wrong trees had been cut back so	GJH MH

	she will report again.	
8	Reports from representatives of outside bodies: MH asked if GW had clarified with Surfleet United Charity why the names of tenants for the land were listed but not for the allotment land so nobody knows when they become vacant. GW advised that there had not been a meeting but he would raise this at the next opportunity.	GW
9	Sparc update: GW reported that he had received a letter from Doug Wyles advising that he would be seeking residents views on the park in the September church magazine. He would like to attend the November meeting to present the results and discuss the future for the facility. Members agreed that the Clerk confirm this arrangement seeking an advance copy of the report, an annual maintenance budget, a forward financial projection and up to date accounts.	GJH
10	Cemetery Matters: The Clerk read out a report from MC advising that he had asked Firths to do some additional maintenance work in the cemetery. The area around the memorial had been tidied up and would be weeded before Remembrance Sunday. A memorial inscription was agreed for Mr & Mrs Pateman. BT and MH confirmed the wording on the new plaque on the memorial was correct.	
11	Finance report: Members agreed for the following cheques to be issued, 100808 Clerk salary September £ 207.65 100809 HMRC £ 124.00 The Clerk presented the bank reconciliation and breakdown of actual expenditure to budget as attached which members agreed. The Clerk reported that Grant Thornton had completed the audit for 2014-2015 and the closure of audit notification had been posted in the village notice boards.	
12	Planning application and decisions: The Clerk confirmed that all planning matters had been actioned as circulated and attached.	
13	Correspondence: The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda.	
14	Members reports: AD – nothing. MH – reported that the Reservoir information board needed cleaning and a tidy up. Members agreed for the Clerk to write to the Environment agency – Mrs Bettinson will make a contribution to the cost if necessary. BT – nothing. KC – nothing. GW – nothing.	GJH
15	KC will attend the Remembrance Sunday service.	
16	Date of the next meeting: 17 th November 2015 and 24 th November 2015 (budget meeting).	
17	The meeting closed at 20.50 pm.	

Signed:.....

Date:.....