

**SURFLEET PARISH COUNCIL  
MEETING MINUTES**

Minutes of Meeting held on 18<sup>th</sup> March 2014  
at the Fraiser Room following the Annual Parish meeting.

**Present.**

**Councillors:** Mary Hurst (Chairman), Glynn Waltham, Bryan Templeman, Alan Dobney, Mike Chapman (vice chairman), Judy Chapman, Gillian Gerrans, Roy Sells and Fran Healands.

**In attendance** Granville Hawkes (Clerk), Dist Cllr S Slade, PCSO S Pusey and one member of the public

Minute	Item	Action
1	<b>Apologies for absence:</b> None	
2	<b>Declarations of interest:</b> None.	
3	<b>Minutes of meeting held on 21<sup>st</sup> January 2014:</b> These had been previously distributed and were signed as true copies subject to; GW - advised that he had been unable to confirm that the November minutes were a true copy due to the delay in them being circulated and it had been agreed draft minutes would be circulated within two weeks of the date of each meeting which members agreed. JC – re item 9 cemetery report was by MC not JC. MH – provided an update on item 14 re the school. The Governors had agreed that Western St Mary would become an academy. Surfleet would remain a local authority school working in partnership with Pinchbeck East and Spalding primary schools.	
4	<b>Clerks report on matters outstanding:</b> The Clerk read out a letter from LCC Head of Libraries to advise that they were unable to reverse the decision to cancel the mobile library stop at Surfleet Seas End. He suggested residents use the home delivery service. The Clerk read out notes of the meeting with SPARC as annexed which members discussed, MC – with the new cemetery path we have created 70 new spaces in the cemetery so we may not need additional land for some years. MH – we were surprised to be told that there was no fund for repairs and maintenance. FH – advised that the Friends of Glen Park would like to see a regular income to meet ongoing costs. AD – Pleased to hear they are trying to support themselves as this is an important village facility. MH – confirmed attendance at an event for organisations who had contributed a total of £17,000 to meet the repair costs to the play equipment.	
5	<b>Police matters:</b> PCSO Sally Pusey advised the theft of compost bags from the Mermaid public house and two further shed burglaries. Suspicious vehicles had been seen in Coalbeach Lane on a number of occasions. MH – asked for an update re the bus at Surfleet reservoir, the owners had moved it to the car park and PCSO Pusey agreed to contact Welland and Deeping IDB.	
6	<b>Highway matters:</b> MH – advised all matters had been reported but there had been a slow response.	

	<p>The Clerk reported that letters had been sent to Mr Kendall, whose hedge had been trimmed back, and Mr Browne.</p> <p>GW – advised that Mr Brownes trees had been cut back to the road edge.</p> <p>MH – advised that concrete bollards in Park Lane had been reported to LCC as they were too close to the road edge.</p> <p>AD – reported a hedge backing onto Woods Lane was a problem for cars, MH agreed to obtain the name and address for the Clerk to write.</p> <p>MH – reminded members that the council was to do a road survey in April for submission to LCC. MH, MC, FH, and RS agreed to help with MC to supply a map of the parish roads. The Clerk will organise dates.</p>	<b>GH</b>												
<b>7</b>	<p><b>Reports from representatives on outside bodies:</b></p> <p>FH – advised that the village hall AGM was on 1<sup>st</sup> March and the Chairmans report was positive. Bookings are up and the leak had been repaired.</p>													
<b>8</b>	<p><b>Parish Plan:</b></p> <p>JC – advised that Celebrate Surfleet had purchased a van for storage.</p> <p>JC – I will contact Laura Simpkins at the District Council about litter picking.</p>													
<b>9</b>	<p><b>Cemetery matters:</b></p> <p>MC – advised that the contractor had done the first cut of the year. Firths had quoted £440 to prune the East side and the trees overhanging the village hall. Clear growth at the base of trees, tidy two graves and the ivy. He and BT had instructed Mr Firth to proceed which members agreed.</p> <p>AD – asked how many vacant spaces there were in the Garden of Remembrance – MC confirmed 23.</p> <p>BT – confirmed an estimate to correct the spelling error on the WW1 plaque was £1,250- £1,300 and the WW2 plaque will also need attention to replace the four names.</p> <p>AD – proposed the WW1 plaque be left and the WW2 plaque be progressed which GW seconded and members agreed.</p> <p>MH – asked BT to obtain a costing for the WW2 work and for any alternatives to correct the WW1 error.</p> <p>The Clerk confirmed that the Cropley headstone fee had been paid. Members agreed for the Clerk to enquire again re the burial fee if this remains outstanding.</p>	<b>GH</b>												
<b>10</b>	<p><b>Finance report:</b></p> <p>Income:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Bank interest</td> <td style="width: 20%; text-align: right;">£ 2.42</td> </tr> <tr> <td>Lottery Fund</td> <td style="text-align: right;">£3,806.00</td> </tr> </table> <p>Expenditure:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Feb salary Clerk</td> <td style="width: 20%; text-align: right;">£ 238.76</td> </tr> <tr> <td>Mch salary Clerk</td> <td style="text-align: right;">£ 236.96</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">£ 2.40</td> </tr> <tr> <td>Lady Fraiser room</td> <td style="text-align: right;">£ 14.00</td> </tr> </table> <p>The Clerk also presented the bank reconciliation as attached, AD – requested that the payee names be added for the cheques issued.</p> <p>The Clerk reported a letter requesting support for Surfleet Flower Festival and members agreed a donation of £60.</p> <p>The Clerk reported a letter from Grant Thornton setting the 30<sup>th</sup> June 2014 as the audit date.</p> <p>The Clerk also reported a number of changes to the financial</p>	Bank interest	£ 2.42	Lottery Fund	£3,806.00	Feb salary Clerk	£ 238.76	Mch salary Clerk	£ 236.96	HMRC	£ 2.40	Lady Fraiser room	£ 14.00	
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	procedures as advised by LALC and members agreed for the Clerk to review the parish council financial standards for discussion at the next meeting.	<b>GH</b>
<b>11</b>	<b>Planning applications and decisions:</b> The Clerk confirmed that planning had been actioned and decisions circulated to members.  Members confirmed agreement to the SHDC proposed naming of the Gosberton Road housing development as St Laurence Close.	
<b>12</b>	<b>Litter bin Stockhouse Lane:</b> The Clerk confirmed that the bin had been installed and members asked the Clerk to advise SHDC so that it is emptied regularly.	<b>GH</b>
<b>13</b>	<b>Correspondence:</b> The Clerk read out a letter from the Lincs Road Safety Partnership about a Community Speed Watch Trial at Ancaster. The Clerk reported a letter from Transported about community based arts activities. The Clerk reported a letter from LCC about the Good Citizens Award 2014. The Clerk reported a letter from LCC about a project called 4all. Members agreed that posters be displayed in noticeboards.	<b>GH</b>
<b>14</b>	<b>Emergency contact details:</b> JC – reported that there was historically an Emergency contact manual which the Clerk has been unable to find. Members agreed that a document should be available and the Clerk will contact SHDC and LCC for a template.	<b>GH</b>
<b>15</b>	<b>Members reports:</b> MH – advised members that the Lady Fraiser charity was celebrating the opening of the new kitchen on 26 <sup>th</sup> March at 19.30pm. BT - nothing. MC - nothing. GW – nothing. FH – advised that the dog bin in Station Road junction with School Crescent had not been repaired – the Clerk to chase. JC – nothing. GG – nothing. RS – nothing. AD – nothing.	<b>GH</b>
<b>16</b>	<b>Date of next meeting:</b> Tuesday 20 <sup>th</sup> May Annual General meeting.	
<b>17</b>	The meeting was declared closed at 20.50pm.	

Signed:.....

Date:.....