

**MINUTES - ANNUAL MEETING of SURFLEET PARISH COUNCIL held in the
FRAISER ROOM on TUESDAY 21st MAY 2013 commencing at 7.00pm**

PRESENT:

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

ITEM		ACTION
1	<p>Apologies for absence None</p>	
2	<p>Declarations of interest FH re matters relating to SPARK and Glen Park</p>	
3	<p>Election of Chairman and Vice Chairman 3.1 AD proposed GW to continue, BT seconded. GG proposed MH as Chairman, RS seconded. Members voted by 5-3 for MH to become Chairman and MH signed declaration of acceptance. 3.2 GG proposed MC as Vice Chairman and FH seconded, all agreed. Other appointments 3.3 Cemetery Overseers – AD proposed MC and BT to continue, GW seconded both accepted, all agreed. 3.4 Village Hall – GG proposed FH to continue, JC seconded, FH accepted 3.5 Planning – GG proposed MH/FH and JC to continue, GW seconded, all accepted, all agreed. 3.6 Police Liason – MH proposed GG/MC and FH, GW seconded, all accepted, all agreed.</p>	
4	<p>Approve minutes of the meeting held on 19th March 2013 These had been previously distributed. They were signed as a true record.</p>	
5	<p>Clerks report on matters outstanding The Clerk reported a letter from the members of Celebrate Surfleet requesting financial support for their events this summer. JC - attended their last meeting and the group have a number of expenses to cover and have applied to the Smile Fund. MH – how much have we contributed in the past. GW – the parish contributed an initial amount that was not spent. MH – surplus funds from the Parish Plan was donated to set them up, events are well attended. JC – they have an old marquee that may or may not be repairable and there is a further meeting on 10th June. MH – as there is no concensus today we will add to the next meeting agenda. MC – we need to know what we are supporting.</p>	
6	<p>Police matters PCSO Sally Pusey present confirmed there had been a lawnmower stolen and a theft from Station Road. Also advised about a spate of thefts of satellite navigation systems from tractors in the Holbeach/Whaplode and Surfleet areas.</p>	
7	<p>Highway matters MH - all issues had been reported. AD – reported that there are still problems in Park Lane. MH – confirmed that she had visited and reported the problem to Highways and the drains had been pressure washed. AD – advised that under the flood water the road was in a poor state with pot holes. MH – will revisit Park Lane to review. GW – suggest write to Highways to advise them how bad the roads are in the village. MH – has requested a list of places where there are problems.</p>	MH
8	<p>Reports from representatives on outside bodies FH – The village hall is running ok. GG - At the hall there are now physiotherapy sessions on a Monday and Wednesday.</p>	
9	<p>Parish Plan JC - no new update may organise a Surfleet - Spalding cycle ride and a litter pick.</p>	
10	<p>Cemetery matters MC - the war memorial will be tidied up this month. The Clerk confirmed that after the last meeting he had not received copies of the three footpath quotes to obtain new prices</p>	

	<p>FH - advised that she would send the quotes to the Clerk as soon as possible. AD - expressed concern at the delays. GW - does the planned footpath go to the garden of remembrance MC - there is a sum available in the quote to get wheelchair access. MH – If the contractor who provided the lowest quote confirms the same price then we should agree to go ahead. Members agreed for the Clerk to get revised prices, liaise with the overseers of the cemetery to get agreement to go ahead. GW - advised that in the old garden of remembrance the interment holes for ashes are smaller than the ash boxes and the Clerk should be aware when discussing arrangements with undertakers.</p>																																					
11	<p>Glen Park childrens play equipment. The Clerk reported an email from the Chairman of Glen Park regarding a request for financial help towards the cost of repairing the play equipment. The immediate target to replace the safety surfaces was a total of £7,000. FH - advised that District Councillors had pledged £2,400. BT -expressed concern at cost and that SPARK had acquired the land designated for the cemetery extension JC - commented that it was important to maintain and repair the equipment which was an asset to the village. MH - shared concern if there is an accident. AD - concerned that the equipment has only lasted 8 years could SPARK sell cemetery land to council. GW - due to trust situation cant dispose of the land but he understood Glen Park would be self funding why has this changed.</p> <p>FH - advised that the project was not completed due to a lack of funding at set up this has effected viability. BT - advised that the council usually want to see the books of groups who request funding. Members then discussed various options but resolved that the Clerk write to the Glen Park chairman requesting the latest accounts, confirm the total cost of repair and the present funding shortfall.</p>	GH																																				
12	<p>Finance report</p>																																					
12.1	<p>The Clerk reported that the finances for 2012/13 had been completed. The annual return year ended 31st March 2013 was signed as a true record and the Statement of Accounts approved.</p>																																					
12.2	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Income:</td> <td></td> </tr> <tr> <td style="text-align: right;">Burial fee</td> <td></td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td colspan="2" style="text-align: center;">Expenditure:</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: center;">Before meeting:</td> <td></td> </tr> <tr> <td style="text-align: right;">Clerk salary April</td> <td></td> <td style="text-align: right;">£408.72</td> </tr> <tr> <td colspan="2" style="text-align: center;">At meeting:</td> <td></td> </tr> <tr> <td style="text-align: right;">Clerk salary May</td> <td></td> <td style="text-align: right;">£242.86</td> </tr> <tr> <td style="text-align: right;">Enterprise accountancy audit</td> <td></td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td style="text-align: right;">LALC membership</td> <td></td> <td style="text-align: right;">£337.50</td> </tr> <tr> <td style="text-align: right;">HMRC</td> <td></td> <td style="text-align: right;">£ 89.60</td> </tr> <tr> <td style="text-align: right;">C C F Ltd</td> <td></td> <td style="text-align: right;">£522.13</td> </tr> <tr> <td colspan="3" style="text-align: center;">Members confirmed renewal of the insurances for a further year.</td> </tr> </table>	Income:			Burial fee		£70.00	Expenditure:			Before meeting:			Clerk salary April		£408.72	At meeting:			Clerk salary May		£242.86	Enterprise accountancy audit		£150.00	LALC membership		£337.50	HMRC		£ 89.60	C C F Ltd		£522.13	Members confirmed renewal of the insurances for a further year.			
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13	<p>Planning applications & decisions The Clerk confirmed that planning had been actioned. New application H17-0417-13 from B&M Autos was briefly discussed. JC had received input and MH advised the full committee will need to consider. The Clerk confirmed receipt of the South East Lincs Local Plan for consultation.Members expressed disappointment that only 20 houses were planned to be built in the next 20 years which would not support local businesses and the Clerk should write.</p>																																					
14	<p>Correspondence Circulated to members at the meeting as per attached appendix.</p>																																					
15	<p>Members reports JC– nothing, RS – nothing, GG – nothing, FH – nothing, MC – nothing, MH - nothing. GW - thanked members for their support during his term as Chairman. BT - wished MH well in her role as Chairman.</p>																																					
16	<p>Date of next meeting Tuesday 2nd July 2013.</p>																																					

The meeting was declared closed at 20.25pm.

Signed.....Chairman

Date.....