

**SURFLEET PARISH COUNCIL
MEETING MINUTES**

Minutes of Meeting held on 18th November 2014
at the Fraiser Room, Surfleet.

Present.

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

Sally-ann Slade and Elizabeth Sneath SHDC, District Councillors

In attendance Granville Hawkes (Clerk).

Minute	Item	Action
1	Apologies for absence: Cllrs Mary Hurst (Chairman) and Allen Dobney. In the absence of the Chairman Cllr Mike Chapman Chaired the meeting.	
2	Declarations of interest: None	
3	Approve minutes of the meeting held on 16th September 2014: These had been previously distributed and were signed as a true record. Cllr Waltham requested that copy minutes be circulated within two weeks following the meeting.	
4	Clerks report on matters outstanding: Frances Dalton attended the last meeting on behalf of the village hall and had yet to forward a copy of their financial statements – members asked the Clerk to review the Charity Commission website to see what was available.	GH
5	Police matters: In the absence of the Police there was no report and members had nothing to report.	
6	Highway matters: <ol style="list-style-type: none"> 1. The Clerk reported the response by letter from LCC Highways to the Parish Council road survey. The letter suggested a further meeting be organised to discuss the councils priority issues highlighted in the survey. Members asked the Clerk to contact LCC Highways. 2. Speed Limit signs, members asked the Clerk to circulate details again so that members can review and discuss at the budget meeting. 	GH GH
7	Reports from representatives of outside bodies: None.	
8	Parish Plan: JC advised that the next litter pick will now be in the Spring. JC reported that the concert in November with the Kirton Brass Band had been well attended and the next event was the Xmas fayre on 22 nd November in the village hall.	
9	Cemetery Matters: MC reported that the rabbit problem had reduced in recent weeks but we had received correspondence from Mrs Issitt complaining that this was still an issue. Members asked the Clerk to write. MC reported that there was still a problem with vegetation encroaching into the cemetery on the west boundary with Sparc. Members agreed for the Clerk to write again as he had received no response to his	GH GH

	previous email.															
10	<p>Finance report: Members agreed for the following cheques to be issued,</p> <table> <tr> <td>100769 Clerk salary Oct</td> <td>£206.76</td> </tr> <tr> <td>100770 Clerk salary Nov</td> <td>£196.76</td> </tr> <tr> <td>100771 HMRC</td> <td>£121.20</td> </tr> <tr> <td>100772 Malc Firth Land</td> <td>£840.00</td> </tr> <tr> <td>100773 Broxap Ltd</td> <td>£162.00</td> </tr> <tr> <td>100774 Lady Fraiser</td> <td>£ 28.00</td> </tr> <tr> <td>100775 British Legion</td> <td>£ 25.00</td> </tr> </table> <p>The Clerk presented the bank reconciliation and breakdown of actual expenditure to budget as attached which members agreed.</p>	100769 Clerk salary Oct	£206.76	100770 Clerk salary Nov	£196.76	100771 HMRC	£121.20	100772 Malc Firth Land	£840.00	100773 Broxap Ltd	£162.00	100774 Lady Fraiser	£ 28.00	100775 British Legion	£ 25.00	
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11	<p>Planning application and decisions: The Clerk confirmed that all planning matters had been actioned as previously circulated and attached. JC – reported that she had referred the planning application for the Old Vicarage to the planning enforcement officer at SHDC to review and members agreed for the Clerk to enquire about what action was taken.</p>	GH														
12	<p>Sparc: The Clerk reported that the Chairman had received an email from Doug Wyles of Sparc which had been circulated to members for comment. He had requested that the £1,000 agreed by the Council for the Hungate Lane gates be allocated towards the purchase of a machine to remove leaves from the all weather pitch – this was particularly required in the Autumn. RS concerned that we would receive a subsequent request for funding for the gates in the future. JC don't need another request for more funding in the near future. GW wondered if it would not be cheaper to hire a machine for a few weeks a year. There was also some confusion about what funding had been offered by the District Coucillors and members asked the Clerk to write to say that the Council preferred for the money to be used to purchase the gates.</p>	GH														
13	<p>Little Stars pre school: The Clerk reported that he had confirmed that the playhouse will be an asset of the primary school and the cost was £340 which was within the agreed amount of £500. Members agreed that the Clerk proceed and arrange for a plaque to be ordered confirming the council donation.</p>	GH														
14	<p>Marjorum Foundation: The Clerk reported that he had received an email from the Charity who need a letter from the Council confirming we no longer wish to be involved in the Charity as it operates outside our parish. This will enable the Foundation to amend its constitution to reflect this change. Members agreed for the Clerk to write.</p>	GH														
15	<p>Dog bin: The bin has been received and Cllr Waltham will install it adjacent to the bus shelter in Newlands Lane.</p>															
16	<p>Correspondence: The Clerk confirmed that emails/letters had been circulated to members or discussed on the agenda.</p>															

17	<p>Members reports: RS – nothing GG – had received a request for an additional street light in School Crescent and will follow this up. MC – nothing JC – nothing GW – concerned at a vehicle parked on the bend at the bottom of Stockhouse Lane was causing traffic problems for cars and tractors and asked the Clerk to inform the police. BT – advised that the wording on the 2nd World War memorial had become obscured and the Royal British Legion were finding out the correct wording so that the stone mason can restore it.</p>	
18	<p>2015-2016 Budget: The Clerk circulated proposed figures to members for consideration at the budget meeting on the 25th November.</p>	
19	<p>Date of the next meeting: Budget meeting 25th November and the meeting dates for 2015 were also circulated to members.</p>	

The meeting closed at 20.15 pm

Signed:.....

Date:.....