

# Shotgate Parish Council



Chairman: Keith Allen

MINUTES OF THE MEETING OF SHOTGATE PARISH COUNCIL HELD AT SHOTGATE BAPTIST CHURCH HALL, BRUCE GROVE, SHOTGATE, ON TUESDAY 10TH MARCH 2015 AT 8.00 P.M.

## **PRESENT:**

Councillors: K. Allen, P. Vickers, M. Hodges and G. Fanthorpe

## **ALSO PRESENT:**

Cllr. P. Holliman – Basildon Borough Council

Clerk – Georgina Bassett

Keith Adler – Transport Representative

No members of the public

## **38/15 APOLOGIES FOR ABSENCE:**

Apologies for absence received from Councillors D. Harrison and E. Houghton, Cllr. N. Le Gresley and Cllr. M. Buckley Essex County Council and Basildon Borough Cllr. C. Morris.

## **39/15 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Parish Council Meeting of Shotgate Parish Council on Tuesday 10<sup>th</sup> February, 2015 were received and approved as an accurate record with an amendment requested for item 34/15 (vi) to amend to a “layby” instead of “repositioning post box – **agreed**. Proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers.

## **40/15 DECLARATIONS OF MEMBERS' INTERESTS:**

No declarations of interest received by members on any agenda items.

## **41/15 PUBLIC TO BE HEARD - 20 MINUTES MAXIMUM:**

Questions from the public received on:

- (i) Alicia Avenue bungalow development, resident understands there is a commercial objection and it went to committee this evening. There was no residential objection.
- (i) Transport Representative – Keith Adler. Recent Basildon meeting First Essex Buses will review the service of school buses. Mr. Adler resigned from this position. The Parish Council thanked him for his assistance over the past 6 years.

## **42/15 FINANCE:**

- (i) The February bank statement was reconciled. Proposed to accept this and the following payments by Cllr. Vickers and seconded by Cllr. Fanthorpe – **agreed**.
- (ii)

Clerk/Responsible Financial Officer March 2015 salary/expenses	£796.02
January – March 2015 HMRC – Post Office Tax and N.I. payments	£619.44
Dolphin Print	£ 30.54
Storage/Archiving – Secure Box Services	£ 60.00

Barclays Bank account - £18,516.11 and Co-operative account £1,958.37 bank statement 28.02.15.

#### **43/15 SECTION 106 AGREEMENT – BRIDGE ROAD DEVELOPMENT:**

It was noted that letter of 20<sup>th</sup> February had been received in response to the follow up to the letter sent to Essex County Council of 10<sup>th</sup> December, 2014 regarding various issues relating to Russell Gardens and Bridge Road and the complaint e-mail. The commencement date was January 2015 with a target completion of the end of March 2015. Following information regarding completed design costs works are now scheduled to be completed during early 2015/16 financial year.

#### **44/15 PLANNING APPLICATIONS:**

**Application No: 15/00117/FULL.** Single storey rear extension.

**Location:** 31 Third Avenue, Shotgate, Wickford, Essex. (Response due by 20<sup>th</sup> February).  
Noted.

**Application No: 15/00171/FULL.** Retrospective application to retain storage shed and sensory room.

**Location:** 34 Fourth Avenue, Shotgate, Wickford, Essex.

Noted by the Parish Council. This has now gone to appeal after refusal of planning permission.

**Application No: 15/00109/FULL.** Rooms in the roof with front and rear dormer.

**Location:** 17 Fourth Avenue, Shotgate, Wickford, Essex.

No objection.

#### **Consultation: Dunton Garden Suburb:**

Basildon Borough Council and Brentwood Borough Council are working in partnership to carry out a joint consultation. Response was considered on the above which is due for return by 16<sup>th</sup> March, 2015. It was decided to make no comment from the Parish Council.

#### **Consultation: Draft Interim Planning Obligations Strategy:**

Basildon Borough Council comments requested by 02.04.15 on

<http://basildon-consult.limehouse.co.uk/portal/ipobs/dpobs>

Considered by the Parish Council and decided no comment.

#### **Consultation: Draft Billericay Conservation Area Shop Front and Design Guide 2015 and Draft Basildon Borough Interim Planning Obligations Strategy 2015:**

Public Drop-in Event on the above on Thursday 12<sup>th</sup> March 2015 3.30 – 8.00 p.m. at Billericay Reading Rooms, 73 High Street, Billericay, Essex. Responses by 2<sup>nd</sup> April at 5.00 p.m. on

<http://basildon-consult.limehouse.co.uk/portal>

Considered by the Parish Council and decided to make no comment.

#### **Launch of Getting around in Essex Consultation:**

Response due by 31<sup>st</sup> March, 2015. Strategy on [www.essex.gov.uk/busreview](http://www.essex.gov.uk/busreview) and survey questions answered on [www.essexinsight.org.uk/consultations](http://www.essexinsight.org.uk/consultations).

Considered by the Parish Council and decided to make no comment.

#### **Proposal to Expand Abacus Primary School – Wickford**

Consideration for response for proposal to expand Abacus Primary School by the Parish Council. Noted.

#### **DECIDED:**

**Application No: 15/00124/COND.** Discharge of condition 6 (surface water) attached to 14/01157/FULL.

**Location:** Unit 18, Robert Way, Shotgate, Wickford, Essex.

**Application 14/01488/FULL.** Prior notification for a single storey rear extension extending 4 metres beyond the rear wall of original dwelling.

**Location:** 3 Second Avenue, Shotgate, Wickford, Essex. **Permitted Development.**

#### **45/15 PROJECTS ONGOING/CONSIDERED WITHIN SHOTGATE PARISH:**

- (i) The installation date of the ornamental archway at the entrance from Southend Road to Shotgate Park is to be confirmed.
- (ii) The official launch at Manston – Shotgate Park was earlier today. The Chairman of Essex County Council attended.
- (iii) The replacement panels at the large bus shelter in Southend Road by the post office were considered. It was proposed by Cllr. Allen and seconded by Cllr. Vickers for Cllr. further enquiries on costings for 2 large window panels and if the costing is cheaper or the same for the plastic windows it is agreed for these to be ordered and installed.
- (iv) Consideration for the installation of a zebra crossing in Hodgson Way to assist people crossing over from the housing estate behind the industrial estate to Shotgate Park. It was proposed by Cllr. Fanthorpe and seconded by Cllr. Hodges to request this crossing via Essex County Council.
- (v) Shotgate Park Memorial Tree Scheme. Proposed by Cllr. Hodges and seconded by Cllr. Fanthorpe to agree for Trees planted western edge of the park, football pitch side near the path. Residents to pay for individual trees, liaise with Basildon. Review further when costings and information received from Basildon and a decision on whether to progress this further at that time – **agreed**.
- (vi) Consideration for BMX area over the park and possible funding for this project was proposed by Cllr. Hodges and seconded by Cllr. Vickers – for between £10 - £15,000. Clerk to obtain further costings **agreed** to go forward depending on funding.
- (vii) A proposal by Cllr. Hodges and seconded by Cllr. Vickers to seek costings to install red tarmac footpath inside the small enclosed play area at Bawdsey Park.
- (viii) Basildon Parks Department has offered to paint the area of the small Park in Crouchview Close. Consideration for this area to be fenced off at the front from the existing foot path to purchase enclosed fencing, to include a “sprung closed” access gate, bench seating and possibly one additional item of infant play equipment and some new signage – no dogs. Proposed by Cllr. Hodges and seconded by Cllr. Vickers to request costings on this prior to decision – **agreed**.
- (ix) Consideration for Shotgate Park at the existing Play Area to up-grade the existing gates to include “self-closers”. Add an additional gate to enable individual access to the MUSA Area (stopping individuals from climbing over the fence). New/additional signage and an additional tarmac path way to join areas. To provide a red tarmac pathway to join the existing bench to Veolia Path. It was proposed by Cllr. Hodges and seconded by Cllr. Fanthorpe to request costings for this project – **agreed**. Issues to follow through – goal post etc. to ask Basildon.
- (x) Members considered volunteering in the completion of the entry form to enter the Rural Community Council of Essex – 2015 Essex Village of the Year and Best Kept Village Competition for the deadline of 10<sup>th</sup> April, 2015. The Parish Council **agreed** to decline this year.
- (xi) The Parish Council considered the Local Council Award Scheme and have decided to defer until the new council is up and running.

#### **46/15 AUDIT:**

The risk assessment checklist for use of the Church Hall, Church and Conservatory was considered. It was proposed by Cllr. Fanthorpe and seconded by Cllr. Hodges not to undertake this assessment as it is low risk and the responsibility of the facility is insured and covered by the Church - **agreed**.

#### **47/15 REPORT OF COMMITTEES - WORKING PARTY MEETINGS – EXTERNAL MEETINGS:**

Members noted reports circulated on Committees, Working Party Meetings, External Meetings or representatives attending meetings on behalf of the Parish Council prior to meeting.

#### **48/15 REPORT – CLERK:**

Members noted reports/updates circulated prior to the meeting.

**49/15 BOROUGH/COUNTY COUNCILLORS' REPORT:**

Basildon Borough Councillor Peter Holliman commented:

“Parking issue on the grass verge by the Community Hall, this is currently under review subject to confirmation of enforcement procedures and not the actual signs. The mechanism how the fine of £500.00 is delivered and who collects it, is another issue.

The noise issue at Fourth Avenue is now in the second stage complaint out of a three stage process. This has now been referred to one person in the Council to respond. There is a serious delay with this. Cllr. Holliman has complained internally about the lack of resolution to this issue.”

**50/15 ECC HIGHWAYS/BASILDON ISSUES:**

Issues raised with ECC Councillors/Basildon Borough Council/Councillors and if any action has been confirmed/resolved:

**To note any additional updates:**

- (i) Pedestrian Crossing at Southend Road near the junction of Bakers Close. Awaiting approval of the Cabinet Member for Highways.
- (ii) Sign at grass verge by Community Association – Essex County Council. As in 49/15 above.
- (iii) Network Rail – Basildon Borough Council pursuing through the Rail Forum/MP.
- (iv) Second Avenue – Basildon Borough Council/Highways have been requested to assist with the issues raised at the October meeting for improvements to the road. Nothing to date.
- (v) The replacement safety barrier at Manston Path will be resolved by Basildon Borough Council when the ornamental archway is installed within the next few months.

**Review if information received:**

- (vi) Damaged bollard/consideration of replacement crash barrier at corner of the junction of Fourth Avenue and Bruce Grove has been repaired.
- (vii) Drainage situation of sunken ground at Bawdsey Path has not been resolved along with the replacement seat outside the play area and junior goal post – Basildon Borough Council. The Clerk will enquire further.

**51/15 INFORMATION EXCHANGE:**

No agenda items received for ABLC representative.

**52/15 CORRESPONDENCE:**

Correspondence received for circulation was noted.

**53/15 DATE OF NEXT MEETING:**

The next Meeting of Shotgate Parish Council will be on Tuesday 14<sup>th</sup> April, 2015 at 7.30 p.m. at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

Meeting ended at 9.00 p.m.

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Chairman Parish Council

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Dated