

# Shotgate Parish Council



## Annual Report

Dear Resident,

This is the Fourth Annual Report published by the Parish Council which is now nearing completion of its first full term of office. It gives you information about the activities of Shotgate Parish Council over the last year (May 2010 to April 2011), as well as financial information and Parish Council contact points.

Yours sincerely,

Dave Jerreat  
*Chairman, Shotgate Parish Council*

*April 2011*

### CHAIRMAN'S REPORT 2010/11

The fourth year of Shotgate Parish Council has been another active year which resulted in the award of Quality Parish Council status in December 2010. Issues raised by residents at the Annual Parish Meeting held in May 2010 and throughout the year at Council meetings and on the Council's web-site have ensured it has been very involved in issues for residents.

The Parish Council's many thanks go to Shotgate's Passenger Transport Representative - Mr Keith Adler - for his attendance and positive representation at ECC Transport Meetings and his efforts to update residents via the Parish Council with the various changes to the timetable and bus services within the area.

#### **Communication**

The Parish Council has held 11 Council meetings and one Annual Parish Meeting. It has produced and circulated 4 Newsletters throughout the past year. The web-site has been expanded and its design and content, along with the Red Folder held at Wickford Library, is regularly reviewed. The notice board has also been effective in keeping residents informed of issues that affect them.

#### **Bus shelters**

In addition to the two wooden bus shelters by the shops, a third bus shelter (with generous funding from Essex County Council) is to be installed opposite the Clear Channel shelter at the junction of Bridge Road and Southend Road. It will be maintained by the Parish Council.

#### **Health & Safety**

The Parish Council has continued to liaise with Basildon Borough Council to obtain replacement and refurbished litter bins around Shotgate and visual signs to remind visitors to deposit litter in the relevant bins.

#### **Environment**

Daffodil and crocus bulbs were planted as part of the on-going planting programme. The Parish Council has liaised with Basildon Borough Council to ensure that dead and diseased trees are removed and replaced by new trees.

### ***Youth nuisance/graffiti***

Considerable efforts have been made by the Parish Council and its partners to minimise the effects of graffiti within the area. Basildon Borough Council now cleans graffiti off of private property with the owner's permission. Also, residents are reminded that the two graffiti clean-up kits donated to the Parish Council via the Shotgate Neighbourhood Action Panel are held at Fred Lyons (Butchers) on Southend Road.

### ***Development and Planning***

Although the Parish Council is not a planning authority, Basildon Borough Council has a legal obligation to consult the Parish Council on all local plans which affect Shotgate residents. To date the Planning Committee has considered 19 planning applications this year. The Parish Council has continued to support residents in pressing both Basildon Borough Council and Essex County Council for a satisfactory conclusion to the s.106 Agreement for the Bridge Works development which it is hoped is now nearing a satisfactory conclusion.

### ***Highways and footpaths***

The Parish Council has been actively involved in requesting repairs and improvements to the highways and footpaths within the area and has been successful in attracting funding for the installation of additional signage to deter heavy vehicles bound for the Business Park and Industrial Estate from entering the adjacent residential areas.

Following the recent temporary repairs, the Parish Council was successful in attracting £3,750 as part funding for surface repairs to the car park in front of the parade of shops in Southend Road. The resurfacing and replacement of the metal fencing should be carried out in this financial year.

The Parish Council will be reviewing the repairs and maintenance works outstanding for the carriageways and footpaths in Shotgate following the reconstruction of Hodgson Way and the diversion of heavy traffic along Bruce Grove and the avenues. The Highways Action Plan will be updated for forwarding to Essex County Council's Highways Programme.

### ***Recreation Ground***

The Parish Council was successful in obtaining a further grant of £1,239 from the Community Initiatives Fund towards three items of play equipment in the park for the less able and able bodied children. These have been ordered and will be installed in the children's park area.

### ***Parish Plan***

The community-led Parish Plan Steering Committee has been very active in its efforts to produce a Parish Plan for Shotgate. The Parish Council is supportive of this Steering Committee and its efforts to benefit the community and appointed three parish councillors as the Parish Council's representatives on the Committee.

### ***Training***

All members of the Parish Council undertook training last year in accordance with the Parish Council's Training Intent programme for staff and councillors to ensure they receive appropriate training throughout the year and have the necessary knowledge and professionalism to serve Shotgate's residents.

### ***Networking***

Members of the Parish Council regularly attend liaison meetings with other agencies and representatives from other parish councils to share knowledge and experience. Currently, the Chairman of the Association of Basildon Local Councils is a Shotgate parish councillor.

## **Representation**

The Parish Council has commented on the many documents received from the District and County Councils and other agencies. The Parish Council always takes the opportunity to respond on issues relevant to Shotgate.

### **Parish Council Members throughout 2010/11:**

Dave Jerreat (Chairman)	1 Fourth Avenue SS11 8RQ	Tel: 01268 761194
David Harrison (Vice-Chairman)	49 Alicia Avenue SS11 8PH	Tel: 01268 734768
Fred Lyons	324a Southend Road SS11 8QS	Tel: 01268 733119
Keith Allen	28 Fourth Avenue SS11 8RQ	Tel: 01268 570099
Malcolm Hodges	7 Crouchview Close SS11 8QB	Tel: 01268 768683
Nicola Levey	275 Southend Road SS11 8QA	Tel: 01268 571531
Peter Vickers	274 Southend Road SS11 8PS	Tel: 01268 767703

### **Clerk to the Council**

Mrs Georgina Bassett

Tel: 01702 584158

### **Parish Council Committees and Working Parties**

Finance Committee:	Nicola Levey, Malcolm Hodges, Peter Vickers, David Harrison, Dave Jerreat
Planning Committee:	David Harrison, Peter Vickers, Malcolm Hodges, Fred Lyons, Dave Jerreat
Personnel Committee:	Dave Jerreat, Keith Allen, David Harrison
Recreational Facilities WP:	Fred Lyons, David Harrison, Nicola Levey, Dave Jerreat
Bus Shelter Working Party:	Keith Allen, Fred Lyons, Peter Vickers, Dave Jerreat, David Harrison
Parish Plan Working Party:	Dave Jerreat, Keith Allen, Peter Vickers, David Harrison
Gateway Project General Improvements Working Party:	Malcolm Hodges, Keith Allen, Dave Jerreat, Peter Vickers, David Harrison
Standing Orders Working Party:	Dave Jerreat, David Harrison, Malcolm Hodges
Communications Working Party:	Dave Jerreat, Keith Allen, Nicola Levey, David Harrison <i>(with input from the Clerk)</i>
ABLC Representative:	Keith Allen
BBC Liaison Representative:	Keith Allen
Wickford Children's Centre Rep:	Dave Jerreat

### **Parish Council Meetings**

Meetings of the Parish Council are held on the second Tuesday of each month (except August). Basildon Borough and County Council ward councillors frequently attend these meetings. The public are welcome to attend the Parish Council meetings and have an opportunity to speak during the Open Session near the beginning of the meeting.

Please approach any member of the Council if you have any issues that you wish to raise at any time during the coming year.

Finally, may I extend my personal thanks to the Clerk and fellow parish councillors for their enthusiasm and hard work over the last year and during the first full term of this Council. On behalf of the Parish Council I would like to thank our partners at Basildon Borough Council, Essex County Council and the Police in their continuing support for the community.

Dave Jerreat

*Chairman, Shotgate Parish Council*

## FINANCIAL INFORMATION

This is a summary of the expenditure of the Parish Council for 2010/11. Further information is published later in the year when the accounts have been audited.

Expenditure Heading	Budget 2010/11	Actual Spend	Budget 2011/12
Elections	£ 2,000.00	£ 000.00	£ 3,000.00
By elections	£ 2,000.00	£ 000.00	£ 2,000.00
Administration - Office	£ 650.00	£ 600.00	£ 650.00
(stationery/postage/Clerk's travel)	£ 500.00	£ 409.80	£ 490.20
Cllrs. out of pocket expenses	£ 350.00	£ 127.92	£ 352.08
Training (include travel expenses)	£ 500.00	£ 559.85	£ 400.00
Printing	£ 400.00	£ 384.12	£ 315.88
Clerk (inc. PAYE)	£ 7,000.00	£ 6,041.69	£ 8,500.00
Insurance	£ 1,600.00	£ 629.41	£ 1,070.59
Meeting Accommodation	£ 900.00	£ 426.00	£ 674.00
Affiliation fees	£ 750.00	£ 953.14	£ 1,000.00
Donations (S137)	£ 100.00	£ 0.00	£ 100.00
Audit fees	£ 400.00	£ 273.63	£ 376.37
*Projects	£21,776.64	£18,603.52	£ 24,200.00
Other (maintenance etc.)	£ 500.00	£ 82.25	£ 587.75
Published Books	£ 0.00	£ 0.00	£ 100.00
Reserves (Play Rangers)	£ 2,500.00	£ 390.00	£ 2,110.00
<b>Total Allocations</b>	<b>£41,926.64</b>	<b>£29,481.33</b>	<b>£ 46,226.87</b>

Projects: 2011/12	C/F and addit. allocation 2010/11	Expenditure 2010/11	Increase to project 2011/12	Amount c/f and increase for 2011/12
*Planting	£ 1,267.45	£ 1,566.00	£ 1,000.00	£ 1,000.00
*Production of Parish Plan	£ 1,410.19	£ 0.00	£ 200.00	£ 1,610.19
*Shotgate Rec. Area	£ 12,000.00	£ 17,037.52	£16,500.00	£ 16,500.00
*Gateway Project General Improvements	£ 5,000.00	£ 0.00	£ 0.00	£ 5,000.00
*Street Furniture (litter/dog bins)	£ 1,500.00	£ 0.00	£ 1,500.00	£ 1,500.00
Bus Shelter (Southend Road)				£ 6,500.00
			<i>*earmarked expenditure</i>	
<b>Total</b>	<b>£21,177.64</b>	<b>£ 18,603.52</b>	<b>£19,200.00</b>	

**Total for projects** **£ 32,110.19**

### **Precept for 2011/12**

The cost for a Valuation Band D property will be 25 pence per week.