

Shotgate Parish Council



Chairman: Keith Allen

Vice Chairman: Peter Vickers

MINUTES OF THE MEETING OF SHOTGATE PARISH COUNCIL HELD AT SHOTGATE BAPTIST CHURCH HALL, BRUCE GROVE, SHOTGATE, ON TUESDAY 11th OCTOBER, 2016 AT 7.30 P.M.

PRESENT:

Councillors: K. Allen, G. Fanthorpe, P. Vickers, M. McClenaghan, Mark Biddle and D. Harrison

ALSO PRESENT:

Shotgate Parish Clerk – Georgina Bassett

Cllr. M. Buckley - ECC

Cllr. C. Morris – BBC

Cllr. P. Holliman - BBC

No members of the Public

44/16 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Cllr. Woolf.

45/16 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Meeting of Shotgate Parish Council of Tuesday 13th September, 2016 were received as an accurate record. Proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers – **agreed**.

46/16 DECLARATIONS OF MEMBERS' INTERESTS:

No declarations of interest received by members on any agenda items. Cllr. Vickers – item 51/16 planning application item 16/01276/FULL - non prejudicial.

47/16 PUBLIC TO BE HEARD - 20 MINUTES MAXIMUM:

Questions from the public were received:

Issue of specific crime in the area have raised concerns from the public. It was suggested that the public review its security.

48/16 FINANCE:

(i) The bank statements for July, August and September were reconciled.
The Co-operative Bank – 30.09.16 = £1,888.12 Barclays Bank – 30.09.16 = £16,782.66.

(ii) Clerk/Responsible Financial Officer October 2016 salary/expenses - £780.26

(iii) Information Commissioner – Renewal - £35.00

(iv) Shotgate Church – use of hall/meetings from July 2016 to end
September, 2016 and ECC Community Pay Back - £348.00

It was proposed by Cllr. Vickers and seconded by Cllr. Fanthorpe to reconcile the bank statement and pay the above cheques – **agreed**.

49/16 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT:

The consultation was considered and it was proposed by Cllr. Biddle and seconded by Cllr. Fanthorpe not to cap small precept councils – **agreed**.

50/16 BUDGET – PRECEPT 2017/2018:

The Parish Council noted that the working party with the Parish Clerk is to review the expenditure to date and projected expenditure and budgeted expenditure and projects during 2016 for the precept of 2017/18 for consideration by the Parish Council at the November meeting - **agreed**.

51/16 PLANNING APPLICATIONS:

APPLICATIONS:

Application No: 16/01276/FULL. Proposed erection of a single storey part pitched/part flat roofed front extension; and extension of existing single storey outbuilding.

Location: 268 Southend Road, Wickford, Shotgate, Essex.

No objection.

Application No: 16/01256/FULL. Proposed single storey front extension.

Location: 9 Jubilee Drive, Shotgate, Wickford, Essex.

Not in the parish.

Application No: 16/01270/FULL. Installation of horizontal cylindrical self-bonded 44,000 litre capacity bulk oil storage tank outside of factory unit.

Location: Unit 5, Capitol Industrial Centre, Fulmar Way, Shotgate, Wickford, Essex.

No objection.

Application No: 16/01300/FULL. Renewal of consent for change of use from B1 to personal training studio (Class D2) (Unit C).

Location: 7 Russell Gardens, Shotgate, Wickford, Essex.

No objection.

Application No: 16/01328/TPOBAS. Fell T5 poplar tree in rear garden and replace with silver birch.

Location: 35A Fanton Chase, Shotgate, Wickford, Essex.

No objection.

Decided:

Application No: 16/00953/LDC. To establish the lawfulness of a proposed conversion of existing roof void to provide a dormer loft conversion and associated alterations to ground floor.

Location: 43 Wick Lane, Shotgate, Wickford, Essex. **Granted.**

Not in the parish.

Application No: 16/00980/FULL. Proposed pitch roof, 3 bedroom detached bungalow and new crossover between 2 and 8 First Avenue.

Location: 8 First Avenue, Shotgate, Wickford, Essex. **Granted.**

Councillors noted that Basildon Planning Department has advised that the hard copies will cease by the end of this year and will then be only available to view online. Basildon to be requested for the direct link for this.

52/16 PROJECTS/POLICIES UNDER REVIEW WITHIN SHOTGATE PARISH:

- (i) It was noted that Basildon Borough Council has sent monthly copies of the safety inspection checklists for Bawdsey and Crouch View parks.
- (ii) No updated report received from the Working Party on projects within the community for the budget for 2016/17.
- (iii) The Clerk submitted the application for the CIF project in Shotgate and Bawdsey Parks.
- (iv) A suggestion received for improvement within the Parish from local businesses regarding the condition of Hodgson Way road.
- (v) An update will be received at the November meeting from Cllr. Vickers on the two areas for the waste bins for installation in the old Southend Road opposite

Wickford Town football pitches in consultation with Basildon Council officers. It was noted that the cost is: Topsy Royale Litter Bin at £159.70 plus VAT and installation at £120.00 and a dog litter bin at £334.60 plus VAT and installation at £120.00. Defer to November meeting.

- (vi) Cllr. Vickers to meet with an officer from Basildon on the re-siting in the Parish of the recycle bins currently situated in front of Shotgate Park area to the old Southend Road to the area opposite the football ground and report to the November meeting.
- (vii) It was noted that Basildon and the Parish Council are both in support of a proposed event at Shotgate Park via a resident during Spring 2017 and the Parish Council will be kept apprised of this.
- (viii) The Parish Council considered supporting the funding application from Shotgate Community Association for the CIF funding in relation to improvements in the existing car park area. It was proposed by Cllr. Vickers and seconded by Cllr. Fanthorpe for the Clerk to respond with the Parish Council's support – **agreed.**

53/16 ISSUES RAISED BY RESIDENTS:

- (i) Cllr. Buckley confirmed that the verge requires to be cultivated for any funding to be provided by Essex County Councillors on the prevention of parking in Bruce Grove with consideration of yellow lines and any other options prior to this being taken forward with ECC Highways to review under the Essex Act.
- (ii) To date no repair/replacement of the two damaged signs in Shotgate Park and the offer by a Basildon Officer to review with the Parish Council was agreed. Cllr. Vickers and one other to walk with and review this and other issues regarding the rotted post at Blakewell Drive where the double gates at Blakewell drive are supporting the post.
- (iii) The development of the growth of the staked plant via Basildon Borough Council of the 4th tree in the grassed area in Lucerne Walk was reviewed and it was noted this will be replaced January 2017.
- (iv) It was noted that the goal post in Shotgate Park has not been straightened.
- (v) Essex County Council to be contacted to review the condition and effectiveness of the locked barrier at the gate at the emergency opening at the Bruce Grove entrance onto the industrial site.

54/16 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.

55/16 UPDATES – CLERK:

Members noted updates circulated prior to the meeting.

56/16 BOROUGH/COUNTY COUNCILLORS' REPORT:

Oral updates received from:

Cllr. M. Buckley:

Regarding the barrier at the locked gate, responsibility of ECC will be enquired on.

There is reorganisation at ECC with reduction of some top management.

The council tax is capped at 2%.

There will be an additional social care fund increase of 2% in the budget.

Condition of the pavement at Manston Path will be review for future update.

Enquiry on Hodgson's Way, in relation to the sinking of gaps in the road near Blakehall Drive for future repair.

Cllr. C. Morris mentioned the Full Council meeting on 6th October including a review of the licencing policy.

Cllr. P. Holliman confirmed he is attempting to resolve the issue in consultation with the Parish Council regarding speedsters in the parish along Oak Avenue along the Old Southend Road and waste along the kerbside and primarily near the industrial park junction.

57/16 ECC HIGHWAYS/BASILDON ISSUES:

Issues raised with County and Borough Council/Councillors and if any action has been resolved:

- (i) Update as above in 56/16. ECC on the condition of the hazards on the pathway at Blake Hall entrance to Manston Park to be considered for repair by ECC via Cllr. Buckley.
- (ii) ECC councillors are trying to assist the parish with the issue for yellow lines on the bend in Southend Road, both sides of the road past the post office and the care home through to the junction with the main Southend Road. They have gone to the panel for the yellow lines – Cllr. Le Gresley informed. As in 52/16(iv) above.
- (iii) Confirmation from ECC councillors that the issue to solve the parking on the bend at Alicia Avenue no further progress due to budget constraints.
- (iv) Update received from Cllr. Le Gresley. Cllr. Holliman and Cllr. Buckley assisting with regard to the flooding under the Bridge and at Crouch View Close.
- (v) The Highways Practice Note was noted for information in relation to flooding issues in Shotgate.

58/16 TO RECEIVE ANY INFORMATION FOR ABLC INFORMATION EXCHANGE - TRAINING:

- (i) No agenda items for ABLC representative, although an update received on a recent meeting.
- (ii) Members noted that training has been offered for Code of Conduct on either 16th or 23rd November for councillors to attend.
- (iii) Members noted that Planning training was available to councillors to attend on 5th October, 2016 at Basildon offices and another date may be provided.

59/16 TO NOTE CORRESPONDENCE:

Correspondence received for circulation noted.

60/16 DATE OF NEXT MEETING:

The next meeting of Shotgate Parish Council is scheduled for Tuesday 8th November, 2016 at Shotgate Baptist Church Hall, Bruce Grove, Shotgate at 7.30 p.m.

PRIVATE SESSION

Pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is not open to the public and press for these items of business and will be instructed to withdraw.

It was proposed by Cllr. Allen and seconded by Cllr. Fanthorpe for the next part of the meeting to be held in private session – **agreed**.

61/16 THE PENSIONS REGULATOR:

- (i) The pension scheme was considered.
- (ii) It was proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers for the Clerk to be notified of an offer by the Parish Council to receive contributions towards a pension pension scheme of 4% a month with the minimum contribution from the Clerk to be .75% - **agreed** and if accepted would be actioned effective April, 2017. The Clerk thanked the Parish Council and informed them that this would be considered and the Council would shortly be advised of her decision.

Meeting ended at 8.45 p.m.

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Chairman

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Dated