

Shotgate Parish Council



Chairman: Paul Knott

Vice-Chairman: Peter Vickers

MINUTES OF THE MEETING OF SHOTGATE PARISH COUNCIL HELD AT SHOTGATE BAPTIST CHURCH HALL, BRUCE GROVE, SHOTGATE, ON TUESDAY 8TH OCTOBER 2013 AT 7.30 P.M.

PRESENT:

Councillors: P. Knott, P. Vickers, G. Fanthorpe and M. Hodges

ALSO PRESENT:

Clerk – Georgina Bassett

Transport Representative – Mr. Keith Adler

2 Members of the public

2 representatives of the police

37/13 APOLOGIES FOR ABSENCE:

Apologies for absence received from Cllr. Lyons, Cllr. Allen, Cllr. Harrison and Essex County Councillors – Cllr. Le Gresley, Cllr. Buckley and Basildon Borough Councillor Ball.

38/13 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council meeting of Tuesday 10th September were considered for approval item. It was **agreed** for an amendment to item 22/13 under planning to amend to “observation made” instead of “objected” in application 13/00700/FULL. Proposed by Cllr. Knott and seconded by Cllr. Vickers.

The minutes of the Finance and General Purposes Committee Meeting on Tuesday 1st October, 2013 were approved as accurate. Proposed by Cllr. Knott and seconded by Cllr. Hodges – **agreed**.

39/13 DECLARATIONS OF MEMBERS' INTERESTS:

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

40/13 PUBLIC TO BE HEARD:

Questions received from the public:

Neighbourhood Constable for Wickford and PCSO Grant attended re the anti social behaviour within Shotgate on 101 number.

- (i) Damage to the timetable and frame of the bus shelter. Rubbish left in these, in particularly Southend Road. Bus shelters left filthy and required cleaning.
- (ii) Police will try to introduce a mobile Beat Surgery into Shotgate.
- (iii) Fourth Avenue sign removed and left in another area in Shotgate.
- (iv) Rubbish also strewn around the area near same location.
- (v) Vehicles speeding up and down in the evenings.
- (vi) Details will be placed onto notice board and newsletter to update residents who to contact.
- (vii) Transport update on meeting today in Chelmsford. Issues raised re buses route 25 not likely to be extended back to the hospital at Basildon. Extension of service of 225 Nibs service highly improbable to be extended along Hodgson Way. Bus survey is

available online for individuals to respond, recommended for residents to complete and in the Library.

- (viii) Public Footpath no. 104 – end of Alicia Walk – overgrown. Clerk will pursue this issue.
- (ix) Street clean overgrown bushes within Shotgate requesting if resolved by Cllr. Morris. Clerk to enquire further with her.
- (x) Concern with bins collected and the vehicles that drive over soft ground in the park and the grass/green areas of Shotgate during inclement weather. Clerk will pursue.

41/13 BOROUGH/COUNTY COUNCILLORS' REPORT:

No oral updates received from Borough/County Councillors.

42/13 REPORT OF COMMITTEES - WORKING PARTY MEETINGS – EXTERNAL MEETINGS:

Members noted reports circulated on Committees, Working Party Meetings, External Meetings and representatives attending meetings on behalf of the Parish Council prior to meeting. The opportunity was provided for Councillors/representatives to give verbal reports only on any reports not yet circulated.

43/13 FINANCE:

- (i) It was **agreed** to defer the September bank statement to the next meeting – **agreed**.
- (ii) It was proposed by Cllr. Knott and seconded by Cllr. Vickers to pay the Clerk's salary and expenses - **agreed**:
Clerk/Responsible Financial Officer October 2013 salary/expenses £558.78
- (iii) It was **agreed** that Basildon Borough Council payment for park benches, benches, bins etc. as per minutes of the Finance Committee Meeting payment to be made on receipt of ECC funding.
- (iv) Dog Waste Bin – junction Bawdsey Park and Hodgson's Way. It was **agreed** to pay to Basildon Borough Council when installed. Cost will be £321.86 including fitting.
- (v) Newsletter printing. This was **agreed** to be paid at the Finance Committee Meeting.
- (vi) Payments made since 10th September meeting were noted on 1st October Finance Committee Meeting:
- (vii) It was noted from the Finance Committee Meeting that the funding is yet to be received from Essex County Council for the Meadow Walk Project and payment will be made on receipt of this.

44/13 PRECEPT/BUDGET 2014-15:

Suggestions to date on this precept from the Finance Committee Meeting of 1st October, 2013 were noted for a 1% increase of £23,435.00. The Parish Council is confirming with Basildon Borough Council that the grant amount received amounts to this precept for 2013/14. It was proposed by Cllr. Knott and seconded by Cllr. Fanthorpe to accept this recommendation for the precept for the year 2014/15 - **agreed**.

General recommendations by the Finance and General Purposes Committee were noted:

- (i) A site meeting between Basildon, H&B and the Parish Council re the perimeter pathway and outstanding defaults prior to full payment is made – **agreed**.
- (ii) The audit – financial control and procedures reviewed with the exception of the review of the internal audit report and the assets register.

45/13 PLANNING:

Application No: 13/00841/FULL. Widening of existing driveway by 1.5 metres at front of property.

Location: 16 Fourth Avenue, Shotgate, Wickford, Essex.

Parish Council requests it is not made any wider than the width of the driveway currently at the applicant's home.

Decisions:

Application No: 13/00700/FULL. Proposed single storey side and rear extensions incorporating garage footprint.

Location: 14 Rochford Close, Wickford, Essex. **Granted.**

46/13 REPORT – CLERK:

Members noted reports circulated prior to the meeting from the Clerk.

47/13 SECTION 106 AGREEMENT – BRIDGE ROAD DEVELOPMENT:

Members noted the communication from Basildon/ECC on the liaison for a commencement date for approved works on this development in liaison with Cllr. Le Gresley and no date has been confirmed. Clerk to make further enquiry to Cllr. Le Gresley.

48/13 ECC HIGHWAYS ISSUES:

- (i) Members noted that Cllr. Le Gresley has had further feedback from ECC Highways Panel to review a crossing in Southend Road. Survey will be carried out. To date no additional positive responses received on the remaining general outstanding highways issues within Shotgate from E.C.C.
- (ii) Updates received from Cllr. Le Gresley on Manston Park lighting has been fixed and Fourth Avenue issues have been addressed except for the car parking issues.
- (iii) Consideration for request for a layby adjacent to the Post Box in Hodgson Way. To allow all motorists to park off road when posting letters to reduce hazardous driving was reviewed. It was proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers for the Clerk to contact County Councillors for support with this.
- (iv) Consideration was given to contact relevant authority to request for the railway bridge over the Southend Road to have a fresh coat of paint. It was proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers for the Clerk to contact Network Rail.
- (v) It was noted that the Police have been contacted re an increase in vandalism, and unacceptable behaviour within Shotgate at a bus shelter – vehicles on pavements, condition of the bus shelter and vandalism in the park area. This was addressed in the open session.

49/13 NEWSLETTERS 2013:

- (i) The distribution of Autumn newsletter and confirmation of supplier was noted.

50/13 ALLOTMENTS:

- (i) The latest minutes of the September, 2013 meeting were noted.
- (ii) Response to the two letters sent to Shot Farm and Shotgate Farm is still awaited.

51/13 RECREATIONAL FACILITIES PROJECTS:

The official opening dates for the following were noted:

- (i) Meadow Walk Pathway and Picnic Area Official Opening – Thursday 17th October at 2.30 p.m.
- (ii) Perimeter Pathway – Veolia – Official Opening - Thursday 10th October at 2.30 p.m.
- (iii) Update on the installation of the two signs – (i) “Veolia Pathway” and (ii) “Meadow Walk Pathway”. It was noted that the two signs for these pathways have yet to be installed.
- (iv) It was **agreed** for Cllr. Hodges in liaison with the Parish Clerk to enquire of costings for the redevelopment of Bawdsey Path park for consideration by the Parish Council for a future project. Proposed by Cllr. Knott and seconded by Cllr. Vickers. Information should be available for consideration at the next Parish Council meeting.
- (v) Signs at Bawdsey Path. Three signs have disappeared, only two remaining. Clerk to contact Basildon and request replacement at the junction of Hodgsons Way - **agreed**.
- (vi) Planting issues in Shotgate were reviewed. It was proposed by Cllr. Vickers and seconded by Cllr. Knott to order poppy seed mix at the War Memorial and the same opposite no.43 Alicia Avenue and the area between Woodberry Road and Uxbridge Road along Hodgson Way to have daffodil bulbs and poppy seed mix subject to the

amount totally in the region of the budget of £750.00. The remainder of allocation to be reviewed at the November meeting – **agreed**.

52/13 DOG WASTE BIN – HIGHWAYS ISSUES:

The dog waste bin will shortly be installed by Basildon Borough Council.

53/13 TRAFFIC CONTROLLED PEDESTRIAN CROSSING/MIDDLE ISLAND:

The latest update from Cllr. Le Gresley on the way forward for a traffic controlled pedestrian crossing/middle island across Southend Road near the junction of Bakers Close is that E.C.C Highways Panel will survey this area.

54/13 NOTICE BOARD :

- (i) Information provided from other Parish Council on use of notice board was noted.
- (ii) Consideration for an additional notice board or additional board on reverse of current notice board for overflow communication with prices.

It was **agreed** to defer to next Parish Council meeting.

55/13 TRAINING:

Update on date, time and other Parish Councils included in the training evening on Thursday 6th February 2014 at 7.00 p.m.

56/13 INFORMATION EXCHANGE:

No agenda items for ABLC representative or items for members attending Basildon Borough Council Pre-Liaison Meeting.

57/13 CORRESPONDENCE:

To note correspondence received for circulation.

58/13 DATE OF NEXT MEETING:

The next Meeting of Shotgate Parish Council on Tuesday 12th November, 2013 at 7.30 p.m. at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

The meeting ended at 9.17 p.m.

Signed

Chairman of the Parish Council

Dated: