

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 9TH FEBRUARY 2016 AT 7.30 P.M.

PRESENT:

Councillors: K. Allen, G. Fanthorpe, M. Biddle, J. Woolf and M. McClenaghan

ALSO PRESENT:

Parish Clerk – Georgina Bassett
1 member of the public

21/16 APOLOGIES FOR ABSENCE:

Apologies for absence received from Cllr. P. Vickers should be arriving later and Cllr. M. McClenaghan – attending later and Cllr. D. Harris and Cllr. C. Morris - Basildon.

22/16 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Meeting of Shotgate Parish Council on Tuesday 12th January, 2016 were received and approved. Proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle – **agreed**.

23/16 DECLARATIONS OF MEMBERS' INTERESTS:

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

24/16 PUBLIC TO BE HEARD - 20 MINUTES MAXIMUM:

Questions received from the public:

- (i) Bruce Grove barrier gate has not been repaired and the gate is being opened and used for traffic. Residents have reported. Clerk will inform Highways for resolving.
- (ii) Third Avenue – Care Home concern regarding rubbish and cigarettes on the pavement. Clerk to contact Basildon to request enforcement – street care.
- (iii) Transport Representative no report for this meeting.
- (iv) Hodgson Way manhole cover now repaired.
- (v) Report frequently of two 25a buses arriving together reported to the Representative for the next Transport meeting.

25/16 FINANCE:

- (i) The January bank statements were reconciled. Proposed by Cllr. Fanthorpe and seconded by Cllr. Woolf – **agreed**.
- (ii) Proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle to pay the following. It was **agreed** that £200.00 would be paid towards the employees glasses proportionate with Ramsden Crays and the Clerk.

Clerk/Responsible Financial Officer February 2016 salary/expenses	£791.13
EALC – End of Year Accounting Training – Clerk	£ 80.00
- (iii) Payment towards employees reading/vdu/glasses and annual eye test to assist with work for the Parish Council compliance with Health and Safety at work legislation for employees. (£400.00) £200.00

The new members applications with Barclays Bank have yet to be finalised, administration error at the bank.

Barclays Bank account funds available £33,095.27 and Co-operative bank account figures of £1,817.87 as at the 31.01.16 bank statement.

26/16 PLANNING APPLICATIONS:

Decided:

Application No: 15/01509/FULL. Two storey side and rear extension and single storey side/rear extension.

Location: 125 Southend Road, Shotgate, Wickford, Essex. **Granted.**

Application No: 15/01516/FULL. Single storey rear extension.

Location: 3 Rochford Close, Shotgate, Wickford, Essex. **Granted.**

Basildon 2016 Local Plan Consultation:

- (i) The Parish Council **agreed** to defer its response to this consultation to the March meeting, following the presentation on 18th February, 2016.
It was **agreed** to put a notice in the local newspaper of Basildon 2016 Local Plan Consultation at an Extraordinary Meeting for the residents of Shotgate will be held in Shotgate Church Hall on Thursday 18th February at 7.00 p.m. Residents please send any questions on this consultation to the Parish Clerk at shotgatepc@live.co.uk no later than Tuesday 16th February.
- (ii) Notices will be displayed throughout Shotgate for residents of the Parish, to consider the consultation and respond to planning issues within Basildon Borough and to note a presentation at Shotgate in an Extraordinary Meeting on Thursday 18th February at 7.00 p.m. in the Church Hall.

8.10 p.m. Cllr. McClenaghan arrived.

Area	Date	Venue
Pitsea	Saturday 13 February 2016 10.30am – 4.30pm	The Place: Pitsea Leisure Centre, Northlands Pavement, Pitsea
	Monday 29 February 2016 2:00pm – 8:00pm	
Basildon	Wednesday 17 February 2016 10.00am – 4.30pm	Upper Mall, Eastgate Centre, Southernhay, Basildon
	Saturday 5 March 2016 10.00am – 4.30pm	
Laindon	Saturday 20 February 2016 10.30am – 4.30pm	President's Community Centre, Hoover Drive, Laindon
	Monday 7 March 2016 2.00pm – 8.00pm	Womens' Institute Hall, Samuel Road, Langdon Hills
Billericay	Monday 22 February 2016 2.00pm – 8.00pm	Billericay Day Centre, Chantry Way, Billericay
	Saturday 12 March 2016 10.30am – 4.30pm	
Wickford	Saturday 27 February 2016 10.30am – 4.30pm	Wickford Community Centre, Market Road, Wickford
	Wednesday 16 March 2016 2.00pm – 8.00pm	

Lower Thames Crossing Route Consultation 2016 – response by 24th March:

The Parish Council considered a response to the proposal for a Lower Thames Crossing connecting Kent and Essex before joining the M25 between junctions 29 and 30. It was proposed by Cllr. Fanthorpe not to comment and seconded by Cllr. McClenaghan – **agreed.**

27/16 PROJECTS/POLICIES UNDER REVIEW WITHIN SHOTGATE PARISH:

- (i) Basildon replied with regard to additional improvements in the three park areas including a request that it receive payment for Crouch View and Bawdsey Path towards the annual insurance, weekly inspection and annual RoSPA and notional sum to cover repairs and maintenance of equipment installed towards this new equipment within this project from the Parish Council.
Bawdsey Path – 1 ski stepper, 1 trinity cycle, 1 power push, 1 pull up, 1 mini ski, 1 playground sign and tarmac path.
Crouch View Way – swirl whirl and flat seat, another seat, fencing and playground sign.

Basildon and will continue to maintain and insure the main park area in Shotgate including the current and soon to be installed signs, fencing and pathways paid by the Parish Council. This will be without additional cost to the Parish Council.

Cllr. Biddle proposed and Cllr. Fanthorpe seconded to agree to payment of grand total of £487.80 per annum (with annual review) for Crouch View and Bawdsey Path – **agreed**.

The Parish Council requested that when the equipment has been installed that it receives a copy of the weekly inspections for Crouch View and Bawdsey Path via a monthly checklist record from Basildon for its auditors and transparency purposes and the public. Proposed by Cllr. Biddle and seconded by Cllr. Fanthorpe – **agreed**.

As per the above it was proposed by Cllr. Biddle and seconded by Cllr. Fanthorpe for the Responsible Financial Officer/Clerk to order the equipment and improvements in all three areas - **agreed**.

The exact location for installation at Bawdsey Path is to be agreed at a site visit with the Parish Council and the Basildon Officer. Cllr. Fanthorpe and Cllr. Allen offered to assist with this visit – **agreed**.

- (ii) No report available from the Working Party on projects within the community for the budget 2016/17. Defer to March meeting – **agreed**.
- (iii) The findings from the Working Party for a project at the area in the main park behind the MUSA and the way forward were not available for consideration. Defer to March meeting – **agreed**.
- (iv) The presentation of the Shotgate Parish Council Newsletter to be finalised week of 15th February for printing.
- (v) Unpaid work of the Essex Community Payback within the Parish agreed to defer to the March meeting – **agreed**.
The areas for clearing, cleaning, painting etc. will be included on list for this project:
The Clerk and a couple of councillors will access sites, confirm relevant areas and access for toilet facilities, refreshment on the appointed day(s).
An agreed amount to be considered for approval by the Parish Council for paint, brushes etc. for these tasks to be carried out if agreed.
- (vi) A project within the Parish for the Queen's 90th Birthday celebrations was considered. **Agreed** to defer to the March meeting.
- (vii) It was **agreed** for costings to be reviewed at the March meeting to have the minutes bound professionally.

28/16 REGISTER FOR ECC LGPS PENSION FOR COUNCIL EMPLOYEE:

It was proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle to have a Personnel Working Party on this issue and to put its findings to the Parish Council for future consideration to be in place for 1st April 2017 – **agreed**.

29/16 REPORT OF COMMITTEES - WORKING PARTY MEETINGS – EXTERNAL MEETINGS:

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

30/16 REPORT – CLERK:

Members noted reports/updates circulated prior to the meeting.

31/16 BOROUGH/COUNTY COUNCILLORS' REPORT:

No oral updates from Basildon Borough and Essex County Councillors were received.

32/16 ECC HIGHWAYS/BASILDON ISSUES:

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

- (i) No update received on the condition of the hazards on the pathway at Blake Hall entrance to Manston park to be considered for repair by ECC.
- (ii) No update received following the Highways Panel Meeting on 14th January and 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.

33/16 TO RECEIVE ANY INFORMATION FOR ABLC INFORMATION EXCHANGE:

No agenda items received for ABLC representative.

34/16 TO NOTE CORRESPONDENCE:

Correspondence received for circulation noted.

35/16 DATE OF NEXT MEETING:

The next meeting of Shotgate Parish Council will be on Tuesday 8th March 2016 at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

An Extraordinary Meeting for the Local Plan will be at 7.00 p.m. on Thursday 18th February.

The Parish Council Meeting ended at 8.45 p.m.

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Chairman Parish Council

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Dated