

Shotgate Parish Council



Chairman: Peter Vickers

Vice-Chairman: Keith Allen

MINUTES OF THE MEETING OF SHOTGATE PARISH COUNCIL HELD AT SHOTGATE BAPTIST CHURCH HALL, BRUCE GROVE, SHOTGATE, ON TUESDAY 14TH OCTOBER, 2014 AT 7.30 P.M.

PRESENT:

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

ALSO PRESENT:

Clerk – Georgina Bassett

Keith Adler - Transport Representative

9 members of the public

Cllr. P. Holliman – Basildon Borough Council

Cllr. M. Buckley – Essex County Council

Cllr. M. Mowe – Basildon Borough Council

81/14 APOLOGIES FOR ABSENCE:

Apologies for absence received from Cllr. D. Harrison, Cllr. N. Le Gresley and Cllr. C. Morris.

82/14 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting of Shotgate Parish Council on Tuesday 16th September, 2014 were approved as an accurate record. Proposed by Cllr. Allen and seconded by Cllr. Hodges – **agreed**.

83/14 DECLARATIONS OF MEMBERS' INTERESTS:

No declarations of interest by members on agenda items were received. Non prejudicial – 89/14 - Allotments Cllr. Fanthorpe.

84/14 CO-OPTION OF COUNCILLOR:

No applicants for appointment via co-option to the Parish Council were received.

85/14 PUBLIC TO BE HEARD:

Questions received from the public and updates on:

Keith Adler -Transport Representative for Shotgate had received comments from residents that the route 25 First Essex commercial service to Sweyne School both outgoing and return was seriously delayed daily. He will take this up at the renamed "Transport Meeting" on 15th October. He confirmed that he is only the representative for Shotgate and no other areas of Wickford.

Cllr. Mowe offered to take this up with the Bus Forum that he is on.

- (i) Revised plans for 37 Alicia Avenue on five garages were received by residents (but not in time for the Parish Council's agenda) with objections from residents and comments that Basildon displaying a date of 26th September on its website incorrectly when this refers to an earlier application at this location.

Additional residents comments on the revised design are that one block is 100mm away from the pavement, near to the pavement and those five garages are not acceptable. The Parish Council to arrange a Planning Committee meeting next week to respond to this application as the application had not been received in time for posting of the agenda.

- (ii) Resident in Fourth Avenue raised an issue at July 2014 meeting via a letter regarding unreasonable noise and disturbances including generators from units 5, 7 and 8. Basildon Borough Council/Environmental Health and Planning had liaised in the past. The Police had also looked into this and to date nothing resolved. Cllr. Holliman is following this up and it was investigated previously with Basildon and the Environment.

Cllr. Buckley updated on the matter of the industrial units disturbing residents, it is a matter of planning approval and of the conditions imposed by the lease. As Basildon is the freeholder they would have knowledge of any restrictions on hours or type of use.

- (iii) Additional issues at same location – Fourth Avenue, regarding a tree obstructing the pavement, causing a hazard. An issue with the hammerhead and parking outside of drives etc. so difficulty to park and turn around as no signs. Cllr. Holliman spoke on these issues. Consideration would be for parking permit for residents with a purchase to residents per year of £27.50, limited to parking permit per household. He updated that the tree was previously requested to be resolved with Highways and he is making enquiries.

Cllr. Buckley confirmed that parking restrictions schemes are only supported with the majority of residents in favour.

Cllr. Buckley confirmed that trees are costly with regard to insurance claims and that he will follow up with highways with regard to the pavement.

- (iv) Resident raised requested the Parish Council to support application 14/01042/FULL for Billericay Amateur Boxing Club at Unit 7, Heron Gate.

- (v) Obstruction issue – cars at Enfield Road/Oak Avenue. This has increased again and ECC Councillors - Highways requested to look into this situation.

- (vi) As a result of cars speeding on exit from the football pitches, residents concerned as dangerous and not acceptable. Request to ECC Councillors – Highways to assist and enforcement from the Police.

- (vii) Improvements requested within Second Avenue to road signs – clearing of bushes to make visible, cracked and lifted pavements and cracked road with holes and sunken drainpipes. Basildon Borough and ECC Councillors requested to support to resolve.

- (viii) A resident has written advising that the Community Association has written to the Council objecting to the opening of Bruce Grove and asking whether the Planning Department has consulted with the Parish Council on this. (The Parish Clerk requested to see if it has received a letter from the Community Association.) Defer to November meeting.

- (ix) Progress update of large tree emitting black sap, close to the boundary of 40 Fanton Walk, ownership Basildon Borough Council is that it would take up to three months to cut tree back properly. Cllr. Holliman has investigated this problem.

- (x) Resident made an enquiry as to why the Parish Council decided not to follow up his request to sponsor the bench along Southend Road, the other side of the bus stop.

Cllr. Hodges responded that the bench is owned by Basildon Borough Council and the Parish Council is not responsible for this.

- (xi) Enquiry from resident regarding persistent parking and churning up the grass into mud adjacent to the Community Centre. Cllr. Holliman confirmed that the Borough Council can put up a pole with a sign on the verge notifying anyone spoiling this grass verge they are eligible to pay a fine. Clerk to request installation of this sign from Basildon Borough Council.
- (xii) Query from residents regarding planning submission for 50 houses at the industrial site and consideration of the removal of the barrier. Cllr. Holliman responded it would be necessary to be accessible to emergency vehicles when a decision is made.
- (xiii) Request for "No ball games" sign at Alicia Avenue green from resident. Parish Council do not see an issue with ball games at this area. No action to be taken.

86/14 PERSONNEL COMMITTEE/PERSONNEL SUB-COMMITTEE:

Cllr. Fanthorpe and Cllr. Houghton were appointed as the two other members with Cllr. Vickers to the Personnel Committee/Personnel Sub-Committee with the Chairman to ensure the appraisal process is completed prior to the November 2014 meeting.

87/14 BOROUGH/COUNTY COUNCILLORS' REPORT:

Cllr. Buckley provided an update on Highways issues, including potholes and injection of funds to potholes in the County. Prioritisation process by District or Borough Boundaries. The top 100 worst affected areas are being addressed now. Entire roads are being resurfaced. PR1 and PR2 roads are the priorities, these are through roads and not residential streets. Presently does not include residential streets. Improvements to roads are needed and this is being reviewed. Council Tax is being looked at and it is hoped to keep as low as possible.

The Care Bill will affect young people, but more impact on the families of elderly residents going into care. This will mean that funding will continue to be means tested but to a higher level of over £140,000. This will have a large impact on County Councils with a deferment of payment as a charge against the property.

88/14 ECC HIGHWAYS/BASILDON ISSUES:

Additional issues raised with ECC Councillors/Basildon Borough Council Councillors and if any action has been confirmed resolved on any recently requested were noted.

Cllr. Mowe's suggestion to regular meetings with Basildon, ECC and other services with Shotgate Parish Councillors was considered. It was **agreed** to defer the decision.

Pedestrian Crossing at Southend Road near the junction of Bakers Close:

Cllr. Buckley confirmed that this had not met the criteria for pedestrian but is being considered for a pelican crossing if appropriate.

Bawdsey Path/Manston Path – Grass Cutting/Damaged Trees:

Requests made from Basildon Borough Council on the damaged trees in Bawdsey Path and concern regarding serious injury and update on the irregular grass cuttings not at the 15 days. Basildon officers had confirmed that this would be cleared. To date not resolved. The Parish Clerk will continue to request.

Lucerne Avenue/Hedge Pruning:

Cllr. Holliman confirmed that Basildon conforms to the tree pruning. Currently the process is lengthy. A suggestion for more improved process is being considered. This has yet to be approved by Street Scene.

Obstruction/Congestion Parking by Southend Road:

Basildon and ECC enquired to look into this situation and Basildon enquired if land at bottom of Lucerne Walk could be used for parking spaces. Consideration to be made if pursued for consultation with residents for the change of land usage, permission from owner and who would pay maintenance. The Parish Council did not support the request for change of land usage – **agreed**.

Dollymans Farm Walkway Access to Wickford:

Not heard from Borough Councillors as to improvements for access along this walkway. The Clerk to follow up.

Damaged Bollard – Junction of Fourth Avenue and Bruce Grove:

Cllr. Le Gresley made enquiries on the repair of this bollard knocked over by a vehicle, located to protect a vulnerable underground gas main. To date received response from Highways it is not a priority.

89/14 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. ABLC report received from Cllr. Allen. Cllr. Fanthorpe updated on communication with a landowner for possible land available within the Parish.

90/14 FINANCE:

- (i) The September bank statement was reconciled.
- (ii) Payments of the following were considered and approved - **agreed**:

Clerk/Responsible Financial Officer October 2014 salary/expenses	£ 582.24
EALC – AGM 18 th September – Clerk attending ½ Ramsden Crays	£ 2.50
PKF Littlejohn LLP – external auditors	£ 360.00

The following three were approved, subject to Ramsden Crays splitting the cost:

Local Councils explained book for councils – ½ Ramsden Crays EALC	£ 49.99
EALC – Election Day (1/2 Ramsden Crays)	£ 30.00
SLCC – 4 th November networking – Clerk	£ 10.00

Proposed by Cllr. Vickers and seconded by Cllr. Allen – **agreed**.

Amount available at Co-operative bank account at 30.09.14. is £1,958.37.

Amount available at Barclays bank account at 30.09.14 was £12,524.49 excluding interest - **agreed**.

The Chairman and the Clerk signed a letter to confirm the removal of Mrs. T. Marriott, Mrs. K. Batcheler and Mr. F. Lyons from The Co-operative bank signatory mandate.

91/14 PRECEPT/BUDGET – 2015-2016/AUDIT:

It was **agreed** that a Working Party meet to consider proposals and then submit information received to Full Council to decide on precept/budget. Clerk to circulate and members confirm a date if possible the same evening as the Planning Committee meeting.

EXTERNAL AUDIT:

It was noted that the external audit has been completed and is displayed on the notice board with a comment from the auditor.

92/14 PLANTING – SHOTGATE 2014/15:

- (i) The findings report from Cllr. Vickers for areas for planting bulbs within Shotgate to be considered.
- (ii) To consider three or four areas of large planting within Shotgate and to report these to Basildon Borough Council.

The above issues will be reviewed at the November meeting – **agreed**.

93/14 PLANNING:

Members noted that a briefing session has been arranged for councillors attendance on the Localism Act – Neighbourhood Development – Plans on Thursday 20th November at 7.00 p.m. at Basildon.

Application No: 14/00757/FULL. Single storey side and rear extension (revised plans).
Location: 32 Heathercroft Road, Shotgate, Wickford, Essex. No comment.

Application No: 14/01042/FULL. Change of use from general industrial use to a gymnasium and training centre for Billericay Amateur Boxing Club.

Location: Unit 7, Heron Avenue, Shotgate, Wickford, Essex. The Parish Council support this application.

Application No: 14/01119/FULL. Rooms in the roof with front and rear dormer.

Location: 17 Fourth Avenue, Wickford, Essex. No comment.

Application No: 13/00372/OUT. Site at land.

Location: Bruce Grove, Wickford, Essex. No comment.

Application No: 14/01148/FULL. Single storey side extension.

Location: 20 First Avenue, Wickford, Essex. No comment.

Decisions:

Application No: 14/00844/FULL. Single storey side extension.

Location: 20 First Avenue, Shotgate. **Refused.**

94/14 REPORT – CLERK:

Members noted reports/updates circulated prior to the meeting.

95/14 SECTION 106 AGREEMENT – BRIDGE ROAD DEVELOPMENT:

Cllr. Le Gresley confirmed response for commencement during the 2014/15 financial year following on from request to ECC and Basildon Borough Council. Request made to ECC Highways to receive a plan of proposed works.

96/14 PROJECTS ONGOING/CONSIDERED WITHIN SHOTGATE PARISH:

- (i) The full CIF application on the ornamental archway was submitted as per design **agreed** by Basildon. Panel to meet in November 2014. Response due early January 2015. The Parish awaits confirmation from Basildon Planning Department that planning is not required.
- (ii) An update on the official opening ceremonies for Manston Path need to reschedule and the Bawdsey Path Regeneration to include Veolia will take place on Thursday 16th October at 1.30 p.m. Photographs to be taken and press invited.
- (iii) It was **agreed** that The Hags SMP questionnaire to be completed positively in relation to the Bawdsey site project.
- (iv) Consideration for the purchase of two signs at this location included:
“This play area regeneration was carried out with funding from Veolia, Basildon Borough Council and Shotgate Parish Council”.
“No Dogs Allowed in this Play Area”. Proposed by Cllr. Hodges and seconded by Cllr. Allen to order from Abbots – clerk.
- (v) No update to date on replacement safety barrier at Manston Park exit Southend Road received from Basildon Borough Council.

97/14 EMERGENCY PROCEDURES/HELPING HANDS VOLUNTEERS:

Cllr. Vickers confirmed the need to assess the need for this in the community, prior to having meetings with volunteers for these two projects. To be deferred to the November meeting.

98/14 FLOODING WITHIN SHOTGATE – CROUCHVIEW CLOSE AND SOUTHEND ROAD:

Cllr. Hodges confirmed that at the bottom end of Crouch View this was again flooded in the recent heavy rainfall.

99/14 NETWORK RAIL – RAIL FORUM:

Basildon Borough Council has not received any notification further to its request to the local MP in relation to repainting the bridge as a result of graffiti.

100/14 DATA PROTECTION OBLIGATIONS – OPENNESS AND TRANSPARENCY POLICY:

- (i) The Publication Policy was considered for adoption.
- (ii) The advice from EALC on publication was noted and as the policy was adopted, it was agreed to sign and return.
- (iii) The Openness and Transparency Policy was reviewed for adoption.
Both issues were proposed to be adopted and sign the publication document to the EALC by Cllr. Allen and seconded by Cllr. Fanthorpe – **agreed**.

01/14 INFORMATION EXCHANGE:

Agenda items for ABLC representative were noted from Cllr. Allen.

02/14 CORRESPONDENCE:

Correspondence received for circulation was noted.

03/14 DATE OF NEXT MEETING/2015 MEETINGS:

- (i) It was noted that the meeting date scheduled for 9th June, 2015 the Parish Clerk will not be available and members considered whether to rearrange. It was **agreed** for this meeting to be a week earlier on 2nd June, 2015. The Parish Clerk is unavailable for the scheduled 14th July meeting and it was **agreed** to reschedule to 7th July, 2015. Consideration to the change was made as there is an election in May and there will be a newly appointed council at that time.

It was also noted that the Annual Parish Meeting and the Annual Meeting of Shotgate Parish Council are both scheduled for 12th May and it was **agreed** to reschedule the date of the Annual Parish Meeting to an earlier date in April as it is an election year and the 12th May meeting will have many issues on the agenda.

- (ii) The next Meeting of Shotgate Parish Council will be on Tuesday 11th November, 2014 at 7.30 p.m. at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

Meeting ended at 9.30 p.m.

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Chairman Parish Council

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Dated