

# **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 8<sup>th</sup> NOVEMBER, 2016 AT 7.30 P.M.

## **PRESENT:**

Councillors: P. Vickers - Chairman, M. Biddle, G. Fanthorpe, M. McClenaghan, and J. Woolf

## **ALSO PRESENT:**

Shotgate Parish Clerk – Georgina Bassett  
One member of the Public

## **62/16 APOLOGIES FOR ABSENCE:**

Apologies for absence received from Cllr. K. Allen and Cllr. D. Harrison. Proposed by Cllr. Woolf and seconded by Cllr. Biddle to accept their apologies – **agreed**.

## **63/16 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Meeting of Shotgate Parish Council of Tuesday 11<sup>th</sup> October, 2016 were received as an accurate record.

Proposed by Cllr. Woolf and seconded by Cllr. Biddle – **agreed**.

## **64/16 DECLARATIONS OF MEMBERS' INTERESTS:**

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

## **65/16 PUBLIC TO BE HEARD - 20 MINUTES MAXIMUM:**

- (i) Locked barrier at Bruce Grove. Resident spoke to the Essex County Council and Cllr. Buckley taking this further.
- (ii) Hodgson Way condition of the road to be repaired was considered.

## **66/16 FINANCE:**

- (i) The bank statements for October were reconciled. Proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle – **agreed**.
- (ii) The payments of the following were considered:  
Clerk/Responsible Financial Officer November 2016 salary/expenses - £760.61
- (iii) Two wreaths – cheques to be raised for Saturday 12<sup>th</sup> November -  
collect two for 13<sup>th</sup> November, 2016. £34.00
- (iv) HMRC – N.I. review £69.57

The Co-operative Bank – 31.10.16 = £1,888.12 Barclays Bank – 31.10.16 = £15,619.40  
It was proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle to confirm the reconciliation and the payments as above – **agreed**.

## **67/16 BUDGET – PRECEPT 2017/2018:**

The Parish Council reviewed the expenditure to date and projected expenditure and budgeted expenditure and projects during 2016 for the precept of 2017/18 from information received from the working party.

It was noted that detailed information was awaited from Basildon Borough Council in relation to any grant offered to assist with the precept. A working party will take place prior to the next meeting.

#### **68/16 PLANNING APPLICATIONS:**

##### **APPLICATIONS:**

**Application No: 16/01378/FULL.** Change of use to a use class D2 dance studio.

**Location:** Unit 1, Heron Trading Estate, Bruce Grove, Shotgate, Wickford, Essex.  
No objection.

**Appeal Notice: Application No: 16/00120/FULL.**

**Location:** Land adjacent to Claygate, Enfield Road, Shotgate, Wickford, Essex.  
No objection.

**Application No: 16/01385/FULL. 16/01385/FULL.** Proposed demolition of existing bungalow in disrepair, new replacement dwelling with rooms in roof and 2 no. new detached bungalows to rear with existing crossover adjusted to suit in addition to a new crossover.

**Location:** 8 Fanton Walk, Shotgate, Wickford, Essex.

The Parish Council objects to the two bungalows to the rear of the five bedroomed detached chalet bungalow on the grounds of over development and parking and disruption to surrounding residents.

**Application No: 16/01404/FULL.** Additional single storey flat roof rear extension and lantern light to existing extension.

**Location:** 33 Longfield Road, Shotgate, Wickford, Essex.  
No objection.

##### **Decided:**

**Application No: 16/01341/PDPA.** Prior notification for a larger home extension. The proposed extension (1.5 metres deep) will be added to the rear of an existing extension (3 metres deep) and will result in the whole development projecting 4.5 metres beyond the rear wall of the original dwelling house with a maximum height of 3.5 metres and an eaves height of 2.8 metres. **Refused.**

##### **Waste and Recycling Service Consultation 2016:**

The response was considered in relation to this consultation between 24<sup>th</sup> October and 27<sup>th</sup> November, 2016 on [www.basildon.gov.uk/wastechanges](http://www.basildon.gov.uk/wastechanges)

It was suggested that residents review and respond individually.

This parish council does not agree with this proposed new policy.

Proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle – **agreed.** However not unanimously.

#### **69/16 PROJECTS/POLICIES UNDER REVIEW WITHIN SHOTGATE PARISH:**

- (i) The report from the Working Party on projects within the community for the budget for 2016/17 and a decision on the way forward to be reviewed now that ECC has approved in principle the CIF application for submission was considered. As per 67/16 above.
- (ii) No additional suggestions for improvements from the local businesses were received.
- (iii) Cllr. Vickers and Cllr. Woolf provided an update on the two areas for the waste bins to be considered for installation in the old Southend Road opposite Wickford Town football pitches.  
The cost for a Topsy Royale Litter Bin at £159.70 plus VAT and installation at £120.00 and for a dog litter bin at £334.60 plus VAT and installation at £120.00 were considered. It was proposed by Cllr. Woolf and seconded by Cllr. Biddle for a litter bin on this side of the old Southend road between the two lamp posts

- opposite Wickford Town Football club and Dog Waste bin, Wickford town side near the first turning by the farm – **agreed**.
- (iv) An update from Cllr. Vickers and Cllr. Woolf 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 the information received from Basildon Borough Council was considered. It was proposed by Cllr. Woolf and seconded by Cllr. Biddle for these to be moved near to Hodgson's Way – **agreed**. Clerk to liaise for a report from Basildon on this relocation.
  - (v) Update was received at this point to the Parish Council in support of a proposed event at Shotgate Park via a resident and Basildon Borough Council for Spring 2017. Cllr. Vickers and Cllr. Woolf and Cllr. Biddle would like to attend the first committee of this and the Parish Clerk.
  - (vi) Bulb planting locations within the Parish with types of bulb and costs and free offer of bulbs from OVO energy were considered.  
An officer agreed to be available to discuss the areas etc. on a walk around. The Clerk will review the timeframe etc. for the trees, bulbs and flowers and councillors to discuss with Basildon regarding permission and any ongoing costs etc. It was proposed by Cllr. Woolf and seconded by Cllr. Biddle – **agreed**.

**70/16 ISSUES RAISED BY RESIDENTS:**

- (i) The progress on the information 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 with a review under the Essex Act to be cultivated with planting etc. It was noted at the previous meeting that Cllr. Buckley confirmed that it was understood that planting will not be permitted on the grass verge.
- (ii) The repair/replacement of the two damaged signs in Shotgate Park was considered. It was noted that neither of the signs have been replaced. One at the rear of the park and one by the main fenced in area at the park. The Clerk to continue to pursue.
- (iii) It was noted that the goal post in Shotgate Park has not been straightened. The Clerk will continue to pursue.
- (iv) The condition and effectiveness of the locked barrier at the gate at the emergency opening at the Bruce Grove entrance onto the industrial site as in 65/16 (i) above.
- (v) It was noted that the update from Cllr. Le Gresley on work to improve the traffic island area along Southend Road, near Bakers Farm Close is scheduled to commence during January to March 2017.
- (vi) Post at the rear of the park by the railings that required repairing has been fixed.

**71/16 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.

Cllr. McClenaghan provided an update on social media for the Parish Council. The website and social media will be considered at the next meeting.

**72/16 UPDATES – CLERK:**

Members noted updates circulated prior to the meeting.

**73/16 BOROUGH/COUNTY COUNCILLORS' REPORT:**

No reports received.

**74/16 ECC HIGHWAYS/BASILDON ISSUES:**

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

- (i) No further update from 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. No update received to date.
- (iii) Cllr. Buckley looked into the repair to the condition of Hodgeson Way and whether the cost was available in the budget for this year.  
Update received that ECC has agreed to repair this, but no date has been provided.

**75/16 TO RECEIVE ANY INFORMATION FOR ABLC INFORMATION EXCHANGE - TRAINING:**

- (i) No agenda items for ABLC representative, although it was confirmed that the recent Liaison Meeting details were circulated. None.
- (ii) Members noted that Planning and Code of Conduct Training had been offered to all councillors via Basildon Borough Council. Clerk to provide update on room no. etc.
- (iii) Cllr. McClenaghan provided an update to the newsletter for finalising.

**76/16 TO NOTE CORRESPONDENCE:**

Correspondence received for circulation was noted.

**77/16 DATE OF NEXT MEETING:**

It was noted that the next meeting of Shotgate Parish Council is scheduled for Tuesday 13<sup>th</sup> December, 2016 at Shotgate Baptist Church Hall, Bruce Grove, Shotgate at 7.30 p.m.

**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.**

**78/16 THE PENSIONS REGULATOR:**

The Clerk/RFO acknowledged her acceptance to the pension scheme contribution offer towards a pension scheme of 4% a month from the employer with the minimum contribution from the employee of .75% to commence in June 2017.

Meeting ended at 9.15 p.m.

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Chairman

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Dated