

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 14TH MARCH, 2017 AT 7.30 P.M.

PRESENT:

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

ALSO PRESENT:

Shotgate Parish Clerk – Georgina Bassett
Cllr. C. Morris – Basildon Borough Ward Councillor
Cllr. M. Buckley – Essex County Councillor
5 members of the public

40/17 APOLOGIES FOR ABSENCE:

Apologies for absence received from Cllr. D. Harrison due to attendance at an earlier meeting likely to not attend or arrive later was considered and accepted. Cllr. Mowe, Basildon Borough Councillor.

41/17 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Meeting of Shotgate Parish Council of Tuesday 14th February, 2017 were approved as an accurate record. Proposed by Cllr. Vickers and seconded by Cllr. Fanthorpe – **agreed.**

42/17 DECLARATIONS OF MEMBERS' INTERESTS:

No pecuniary or non-pecuniary declarations of interest received from members on any agenda items.

43/17 PUBLIC TO BE HEARD - 20 MINUTES MAXIMUM:

Members of the public raised issues on:
Fibromyalgia Awareness Charity advised hosting a charity event on Sunday 21st May – colour fun run in Shotgate Park. Two lavatories are needed for these and request consideration or part funding of the toilets delivered and collected on the same day for £160.00.

Item 48/17 (iv) considered. Proposed by Cllr. Vickers for a donation of £100.00 towards the provision of toilets, seconded by Cllr. Fanthorpe – **agreed.**

Refer to item 51/17 moved earlier, initial responses from Cllr. M. Buckley.

Cllr. C. Morris commented on the Basildon Plan that it will come to the council for approval in September/October 2017 as the gypsy and traveller survey is awaited and additional plans were submitted, hence the delay.

It is not the responsibility of the Borough Council to remove travellers on private land.

8.30 p.m. Cllr. Fanthorpe apologised and left the meeting.

44/17 FINANCE:

- (i) The bank statements for February were reconciled. Proposed by Cllr. Woolf and seconded by Cllr. Biddle – **agreed**.
- (ii) The payments of the following were considered:
 - Clerk/Responsible Financial Officer March 2017 salary/expenses - £ 774.04
 - Post Office HMRC - £ 744.12
 - Cllr. Allen - stationery - £ 22.45
 - Cllr. J. Woolf – ECC Payback purchases – ink and computer costs - £ 107.86
 - Basildon Borough Council - £ 671.28
 - Printing invoice – consultation

The Co-operative Bank – 28.02.17 = £1,888.12 Barclays Bank – 28.02.17 = £22,593.39
It was proposed by Cllr. Vickers and seconded by Cllr. Woolf to pay the post office, Cllr. Allen and Basildon Borough.

Proposed by Cllr. Vickers and seconded by Cllr. Biddle to pay Cllr. Woolf's invoice – **agreed**.
It was requested for the next meeting to have an item considered for the standing orders with a contribution amount towards repairs to computers, printers etc. that assist councillors in their role for the community – **agreed**.

45/17 PLANNING APPLICATIONS - CONSULTATIONS:

5 Year Draft Basildon Housing Strategy Consultation:

To consider the response to this consultation – period between 27th February and 26th March, 2017 to be received. Online link to review is <http://www.basildon.gov.uk/hs> Survey response is to housingstrategy@basildon.gov.uk
Members read and noted this and awaiting further concise information..

Consultation – Dollymans Farm, Minerals Waste Policy:

The response from ECC received to the Parish Council's comments was noted.

Consultation: Essex Police:

consultation@essex.pnn.police.uk review at www.essex.pcc.police.uk/LocalCaseForChange
Proposed after review that the preferred idea of covenant as it has ease of delivery, financial saving and it appears more efficient. Proposed by Cllr. Vickers and seconded by Cllr. Biddle – **agreed**.

Clinical Review – Two Clinical Reports to Review:

Covering the Mid and South Essex Success Regime for the three main hospitals in Basildon, Chelmsford and Southend. Further information for review can be found online at www.successregimeessex.co.uk or <http://www.successregimeessex.co.uk/latest-plans/supporting-evidence>

It was proposed by Cllr. McClenaghan and seconded by Cllr. Woolf to respond that the Parish Council is concerned about the additional stress placed on already overstretched reduced GP infrastructure – **agreed**.

APPLICATIONS:

Application No: 17/00126/FULL. Proposed single storey rear extension with a pitched roof and loft conversion with a flat roof dormer to the rear elevation and roof windows to the front roof slope.

Location: 80 Fourth Avenue, Shotgate, Essex.

No objection by the Parish Council.

Application No: 17/00196/FULL. Change of use to Class B2 M.O.T. testing bay.

Location: 6 Oban Court, Hurricane Way, Wickford, Essex.

No objection by the Parish Council.

Application No: 17/00093/FULL. Demolish existing detached garage and construct a new detached garage.

Location: 15 Longfield Road, Shotgate, Wickford, Essex.
No objection by the Parish Council.

APPEAL: Application No: 16/01697/FULL. Two storey side extension.
Location: 19 Meadowland Road, Shotgate, Wickford, Essex.
No objection by the Parish Council.

DECISIONS:

Application No: 16/01724/FULL. Single storey rear extension to replace an existing conservatory, conversion of attached garage and porch utilising existing canopy and brickwork.

Location: 74 Woodberry Road, Shotgate, Wickford, Essex. **Granted.**

Application No: 16/01741/FULL. Erection of a ground floor side and rear extension and installation of front and rear dormer window extensions.

Location: 35 Fifth Avenue, Shotgate, Wickford, Essex. **Granted.**

Application No: 16/01760/FULL. Erect single storey side extension.

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

Application No: 17/00094/LDC. To establish the lawfulness of a proposed loft conversion incorporating a hip to gable end roof alteration, construction of a rear box dormer and the insertion of roof lights to front.

Location: 15 Longfield Road, Shotgate, Wickford, Essex. **Granted.**

Application No: 16/01796/FULL. Erect front roof extension.

Location: 20 Fanton Walk, Shotgate, Wickford, Essex. **Refused.**

46/17 SHOTGATE PARISH COUNCIL – REVIEW TO AMEND TO SHOTGATE VILLAGE COUNCIL:

No responses received to the newsletter in favour or against the change for the Parish Council name to Shotgate Village Council of the current name “Shotgate Parish Council”. It was therefore proposed by Cllr. Allen and seconded by Cllr. Bidle to review the issues in any name change, including residents responses, title, cost and work involved at a Working Party and report back to the Parish Council for further consideration.

47/17 DIARY OF EVENTS:

It was confirmed that the Clerk’s holiday dates and other items from previous meetings will be inserted into the diary as this has been returned to the responsible officer for the diary of events for the Parish Council to review at meetings/working parties up to 31st March, 2018.

48/17 PROJECTS/POLICIES UNDER REVIEW WITHIN SHOTGATE PARISH:

- (i) The installation of the two refuse bins at the old London Road/Southend Road was noted.
- (ii) No additional feedback of support received to date from Ward Councillors on the relocation of the site 2-3 metres £700.00 approximation cost if it will be waived. Additionally the situation with regard to an initially quoted cost of up to £5,000.00 to relocate to another area within the Parish without cost to the Parish Council.
- (iii) Basildon has confirmed the equipment has been ordered and should be installed prior to the charity event in the park on the sensory equipment for Shotgate Park, including pathway, sleepers, 2 picnic benches and at Bawdsey Path the inclusion of an asphalt pathway along the fitness play area and one picnic bench at Bawdsey Path and any other issues that may have arisen to be considered with regard to this.
- (iv) The Parish Council noted the information received from the proposed charity event at Shotgate Park on Sunday 21st May, 2017. Another meeting will be held during March for a further update. Refer to agenda item 43/17 above.
- (v) Confirmed that the first ECC Community Payback has been deferred for this year and should commence on 21st March, 2017.

Further consideration for Parish Council Surgeries on the first Tuesday of each month to co-incide with the use of the hall to be confirmed following Working Party review at next Parish Council meeting.

The Clerk to enquire if the Baptist Church is acceptable to a lockable box to be stored in the garage for paints etc. and a request for an access key for the rear room of the conservatory/church for access to the disabled toilet facilities.

49/17 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 the meeting.

50/17 UPDATES – CLERK:

Members noted updates circulated prior to the meeting from the Parish Clerk including the internal audit report which will be reviewed initially by members at a Working Party.

51/17 BOROUGH/COUNTY COUNCILLORS' REPORTS – ECC HIGHWAYS/BASILDON ISSUES:

Reports issues raised with County and Borough Council/Councillors and if any action has been resolved for consideration:

- (i) Cllr. Buckley reported that following his request to ECC on the condition of the hazards on the pathway at Blake Hall entrance to Manston park for repair, this is being monitored.
- (ii) No further update received from ECC councillors in their attempts to assist in 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 – now with Parking Partnership.
- (iii) Cllr. Buckley confirmed that ECC had repaired many potholes along Hodgeson Way. Unfortunately the large pot hole from the roundabout on initial approach to Hodgeson's Way has yet to be resolved as due to location and safety for employees the road will need to be closed. No start date for the road to be resurfaced along Hodgeson Way as this is capital project and dependent on costings.
- (iv) Cllr. Buckley confirmed he has requested ECC Highways to replace the damaged barrier and post at Bruce Grove, this should be resolved in the next couple of weeks.
- (v) Lights have been fixed by the roundabout and others in the parish.
- (vi) Drainage/flooding in the area are being reviewed by Essex County Council and some areas within the parish improvements are evident. Cllr. Buckley confirmed still pursuing.

52/17 RECEIVE ANY INFORMATION FOR ABLC INFORMATION EXCHANGE/NOTE GENERAL CORRESPONDENCE:

To note any updates received.

- (i) ABLC Information Cllr. Allen confirmed attending the next meeting and members are welcome to attend in connection with councillor tailored training that is being arranged.
- (ii) Related correspondence received and circulated was noted.

53/17 DATE OF NEXT MEETING:

The next meeting is scheduled for 7.30 p.m. on Tuesday 11th April, 2017 at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

It was **agreed** to defer items under 54/17.

54/17 EMPLOYEE OF THE PARISH COUNCIL:

- (i) An update on the annual appraisal – November 2016.
- (ii) Annual consideration of salary scale in line with the contract.
- (iii) Review of set up terms of the pension, employees contribution and how implemented in compliance with HMRC with Tax/N.I. payments in consideration of outside source. To note letter received of February 2017 and any action required.

Meeting ended at 9.10 p.m.

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Chairman

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Dated

DRAFT