

# 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 12TH JANUARY 2016 AT 7.30 P.M.

## **PRESENT:**

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

## **ALSO PRESENT:**

Parish Clerk – Georgina Bassett  
Cllr. M. Buckley – ECC  
1 member of the public

## **01/16 APOLOGIES FOR ABSENCE:**

Apologies received from Cllr. D. Harrison as attended another meeting and Cllr. C. Morris of Basildon Borough Council.

## **02/16 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Meeting of Shotgate Parish Council on Tuesday 8<sup>th</sup> December, 2015 were received and approved as an accurate record. Proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers – **agreed**.

## **03/16 DECLARATIONS OF MEMBERS' INTERESTS:**

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

## **04/16 PUBLIC TO BE HEARD:**

Transport Representative Trevor Hammond confirmed that despite raising at meetings the no. 25 bus is persistently late.

The bus stop opposite bridge road is over grown with branches hitting the buses as they pull away. Transport Representative will request this is resolved.

## **05/16 FINANCE:**

(i) The December bank statements were reconciled. Proposed by Cllr. Fanthorpe and seconded by Cllr. Woolf – **agreed**.

(ii) To consider payment of the following:

Clerk/Responsible Financial Officer January 2016 salary/expenses	£780.80
Veolia Path Sign – Basildon Borough Council	£180.00
K. Allen – printing	£27.50

The above were proposed by Cllr. Woolf and seconded by Cllr. Biddle – **agreed**.

(iii) New Audit Scheme. The Parish Council to consider whether or not it will opt out of the Sector Led Body (SLB), or as a legal requirement appoint a separate external auditor decision for March 2016. Proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers to not opt out.

It was noted that storage costings of £10.80 paid following the December 2015 meeting.

It was noted that all three new members applications are now with Barclays Bank. Barclays Bank account at £32,567.74 and Co-operative bank account figures of £1,888.12 to be finalised with the bank statement up to 31.12.15.

**06/16 SECTION 106 AGREEMENT – BRIDGE ROAD DEVELOPMENT:**

No update received on the most recent letter sent in accordance with works completed on the Section 106 Agreement to ECC and consideration of additional correspondence to ECC. The Council is concerned that there is cause for concern with the lack of enforcement and that there is no provision for this.

**07/16 PLANNING APPLICATIONS:**

**Application:**

**Application No: 15/0156/FULL.** Single storey rear extension.

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

Date for response expired so the Parish Council decided not to make any comment.

**Decided:**

**Application No: 15/01220/FULL.** Two storey side extension.

**Location:** 41 Alicia Avenue, Shotgate, Wickford, Essex. **Granted.**

**Application No: 15/01291/FULL.** Single storey rear extension.

**Location:** 34 Fourth Avenue, Shotgate, Wickford, Essex. **Granted.**

**08/16 SHOTGATE PARISH COUNCIL SURGERY:**

Shotgate Parish Council considered whether or not to have Parish Council Surgeries in the near future. It was proposed by Cllr. Fanthorpe and seconded by Cllr. Vickers not to arrange at the moment in time.

**09/16 ESSEX POLICE – ESSEX FIRE AND RESCUE SERVICE:**

- (i) The Parish Council waiting for further information from Essex Police on amendment/cuts to neighbourhood policing teams to review at that time.
- (ii) To note one response from resident on the notice regarding the Parish Safety Volunteers and the feasibility and possible way forward in the Parish with Essex County Fire and Rescue Service and Essex Police.

**10/16 MEMBER CODE OF CONDUCT:**

The Parish Council decided not to amend the July 2013 adopted Code of Conduct. Proposed by Cllr. Vickers and seconded by Cllr. Fanthorpe – **agreed.**

**11/16 PROJECTS/POLICIES UNDER REVIEW WITHIN SHOTGATE PARISH:**

- (i) No documentation received from Basildon with regard to any amendments to the policy changes within Shotgate Parish. As such the Parish Council made the decision for the three projects to go ahead. Proposed by Cllr. Fanthorpe and seconded by Cllr. Biddle – **agreed.**
- (ii) It was proposed by Cllr. Biddle and seconded by Cllr. Woolf to accept the £10,000.00 from ECC for the CIF – **agreed.**
- (iii) The Working Party confirmed it will meet shortly to discuss various projects within the parish for the budget for 2016/17.
- (iv) The Working Party will meet to consider whether or not to recommend the full council to consider a project at the area in the main park behind the MUSA.
- (v) Members will review the presentation of the Shotgate Parish Council Newsletter at the next Working Party.
- (vi) Community Emergency Plans. It was proposed by Cllr. Vickers and seconded by Cllr. Fanthorpe to review in six months.
- (vii) Helping Hands. As above it was agreed to review in six months.

**8.00 p.m. Cllr. McClenaghan arrived**

- (viii) Councillors Responsibilities Policy was considered and it was proposed by Cllr. Vickers and seconded by Cllr. Woolf not to have a policy - **agreed**.

**Cllr. Woolf left the meeting 8.01 p.m.**

**12/16 TAILORED TRAINING – NEW COUNCILLORS:**

It was proposed by Cllr. Allen and seconded by Cllr. Vickers for the three new members and other parish councillors to attend a tailored training session at Shotgate by EALC – **agreed**. Date to be finalised.

The bursary for the Clerk to attend up to three training sessions to be split with Ramsden Crays and 75% returned. Proposed by Cllr. Vickers and seconded by Cllr. McClenaghan – **agreed**.

**13/16 CONSULTATIONS WITHIN THE PARISH:**

The RCCE has offered to assist consulting the community on particular issues. The Parish Council **agreed** not to follow this up at this moment in time.

**14/16 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.

**15/16 REPORT – CLERK:**

Members noted reports/updates circulated prior to the meeting including Basildon's 2016 Local Plan Consultation and the opportunity for councillors and residents to attend open sessions by Basildon.

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

Cllr. M. Buckley, Essex County Councillor confirmed that the overall increase is likely to be nearer 4% including the social care precept.

**17/16 ECC HIGHWAYS/BASILDON ISSUES:**

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

- (i) To note any update on Second Avenue – Basildon Borough Council/Highways have been requested to assist with the issues raised at the October meeting for improvements to the road. It was **agreed** to remove from the agenda and address separately with a Parish Council walk about and overview.
- (ii) No update received yet from ECC on the repairs date on the condition of the hazards on the pathway at Blake Hall entrance to Manston park.
- (iii) Hodgson Way to note the update received from Cllr. Buckley on the report to Highways on the sinking road and the blocked drains in Hodgson Way. It was **agreed** to remove from the agenda and address separately with a Parish Council walk about and overview.
- (iv) Drainage at Southend Road – primarily under the railway bridge overflowing. It was **agreed** to remove from the agenda and address separately with a Parish Council walk about and overview.
- (v) Alicia Avenue – dangerous driving concern to be considered at the blind bend on the avenue – vehicles being driven on the wrong side of the road at speed. **Agreed** to review for the next newsletter.
- (vi) Concern from residents of illegal substances being taken at the far end area of the park at Wickford Memorial and how this can be prevented within the community. It was **agreed** that this issue was for enforcement but it would be reviewed for the next newsletter.
- (vii) To consider how to reinforce the no right after the shops into Southend Road and the no left turn by the shops. It was **agreed** to remove from the agenda and address separately with a Parish Council walk about and overview.

- (viii) The issues were considered and provided to Cllr. Buckley for the Highways Panel Meeting on 14<sup>th</sup> January 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.

**18/16 TO RECEIVE ANY INFORMATION FOR ABLC INFORMATION EXCHANGE:**

No agenda items received for the ABLC representative.

**19/16 TO NOTE CORRESPONDENCE:**

Correspondence received for circulation noted.

**20/16 DATE OF NEXT MEETING:**

The next meeting of Shotgate Parish Council will be on Tuesday 9<sup>th</sup> February 2016 at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

The Parish Council Meeting ended at 8.32 p.m.

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Chairman Parish Council

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Dated