



SHOTGATE PARISH COUNCIL

9th November 2018

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Shotgate Parish Council, where the under-mentioned business is proposed to be transacted.

K. Kuderovitch..... Acting Clerk to the Council

AGENDA FOR THE PARISH COUNCIL MEETING TO BE HELD ON Tuesday 13th November 2018 @ 7.30pm at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT

£ = Expenditure decision

👍 = A resolution to be made

171/18.	Declaration of Interests All Members will be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Clerk to offer members the opportunity to declare any interests and note them.
172/18.	Apologies Clerk to note apologies.
173/18.	Presentation – Les Hawkins – Essex Police Community Specials (1 hour)
174/18.	Minutes/Public Forum 👍 The Minutes of the Parish Council Meeting of 16 th October 2018 to be reviewed and signed. <i>The Chairman to offer the public/press an opportunity to address the Council.</i>
175/18.	Parish Councillor Vacancies/Applications. 👍 Clerk to advise of any applications.
176/18.	Borough/County Councillors Reports – ECC Highways/Basildon issues Reports to be given.
177/18	GDPR – Information & Data Protection Policy 👍 £ Council to review & adopt policy. Council to consider a quote of £50 from Mallorn Ltd for cllrxxx@shotgatepc.org.uk email addresses in line with GDPR.
178/18.	Fibromyalgia Fun Day –5th May 2018 A report to be given by Cllr. Burton.
179/18.	Finance 👍 £ a) Barclays Community Account Balance as at 31 st September 2018 £39,273.89. b) Clerk to report on the closure of the Co-op Bank Community Direct Plus Account (£1,888.12). c) Clerk to report on External Auditor comments. d) Cllr. Burton to sign Barclays Bank forms to be added as a signatory. e) Council to review Projects budget and any virements of funds.



SHOTGATE PARISH COUNCIL

- f) Clerk to report on Bank Accounts change of addresses.
- g) Council to consider a grant application from Fybromyalgia UK for funding of the marquee for the Fun Day on 5th May 2019 @ a cost of £4,545.00 to supply a marquee, a stage, promotional materials and a number of stalls.
- h) Council to review 2 quotes for park benches.
- i) Council to agree a budget for the Christmas Event on 2nd Dec 2018.
- j) Clerk to report on the formation of an Events Committee.
- k) Chairman to sign latest bank account statement & bank reconciliations
- l) Clerk to report on back up options and agree any associated expenditure.
- m) Councillors to discuss any further Finance related issues. .
- n) Councillors to resolve to pay the following invoices:

Cheque	Payee	Invoice detail	Amount	VAT
100222	Emma Morris - Printing	Printing for Fun Day 23/9/18	150.00	
100223	K. Kuderovitch – Acting Clerk	Locum Services 11.10.18 – 8.11.18	627.00	
100224	Petty Cash	Petty Cash float	100.00	
100225	Basildon Leaflets	September Newsletter Printing	197.00	
100226	Basildon Leaflets	September Newsletter Distribution	105.00	
100227	Emma Morris	Flameless Candles	56.95	
100228	Emma Morris	Christmas Event Posters	32.00	
TOTALS			£1,267.95	

180/18. **Facebook** 🍷

Council to review the page.

181/18. **Community Projects/Funding Applications** 🍷 £

- Hanging Baskets – an update on permissions and quotes.
- Table Tennis – an update on permission from BCC.
- Additional activities – awaiting permission from BCC.
- Defibrillator – discuss siting and possible funding application/project fund expenditure.
- Newsletter – next issue to be agreed.

182/18. **Planning** 🍷

18/01410/FUL – 21 Woodberry Avenue, Shotgate

Two storey side extension

18/012547/FUL- 26 Third Avenue, Shotgate

Single storey rear extension

SRC Group - Proposed Restoration of land at Dollymans Farm in Essex.

Public Meeting 27th November 2018 @ Rayleigh Invitation to Exhibition - Tuesday 27th of November 2018 at Rayleigh Town Museum, 91 High Street, Rayleigh between 2pm and 8pm
All residents of Shotgate invited.

183/18. **Upcoming Meetings/Parish Council Surgeries**

- Bi-weekly surgeries
- ABSL Meeting 15th November @ 7.30pm



SHOTGATE PARISH COUNCIL

184/18.	Christmas Event – Sunday 2nd Dec @ 4.30pm. Clerk to report the details.
185/18.	Contact from Residents Clerk/Councillors to report.
186/18.	Councillors/Clerk's Updates Councillors will be invited to have the opportunity to relay any further information.
187/18.	Date of Next Meeting – 11th December 2018
	THE FOLLOWING ITEM IS CONFIDENTIAL AND A VOTE TO BE TAKEN TO CLOSE TO PRESS & PUBLIC
188/18.	Employment of a Clerk. Personnel Committee to report.