



SHOTGATE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Tuesday 12th February 2019 @ 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 made

Cllr. M. Biddle - Chairman	Cllr. C. Burton
Cllr. J. Woolf	Cllr M McClenaghan
Cllr. T. Hammond	Acting Clerk – Karen Kuderovitch
Cllr. M. Buckley (ECC)	

16/19.	<p>Declaration of Interests All Members were 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.</p>
17/19.	<p>Apologies – Cllr. P. Vickers – unwell. Council voted to accept 👍</p>
18/19.	<p>Minutes 👍 The Minutes of the Parish Council Meeting of 9th January 2019 were reviewed and signed (Clerk advised the addition of 1 cheque).</p> <p>Public Forum – lasted 45 minutes on approval by the Chairman. 18 residents were in attendance and raised the following concerns:</p> <ul style="list-style-type: none"> • Confirmation that there is no variation to the schedule of works in Hodgsons Way. • Concerns about Bruce Grove, shaking houses, volume & weight of traffic. • Serious concerns about potholes in Bruce Grove, by 3rd Avenue. A request for the sake of public safety that potholes be attended to as a matter of urgency. • A request that Bruce Grove tarmac be removed & replaced so it is in good serviceable condition. A resident was in the process of collating a petition for this. • Contact to me made with the companies using the Industrial Estate to ask for more considerate driving. • A request for timed traffic lights & signage warning of children in Bruce Grove. <p>Other concerns/comments:</p> <ul style="list-style-type: none"> • A resident complimented the Council on the daffodils and requested the Shotgate sign be cleaned. • A resident stated the importance of a Chemist in Shotgate and made the comment that Doctors had been taken over by a new panel & that it would be nice to see the same doctor. Clerk to e-mail to XXXX @ NHS. • Comments about concerns surrounding speeding – 3 people had indicated they would be interested in forming a Community Speedwatch Team. • Council reminded residents about the bi-weekly surgeries on Tuesdays 10 – midday where Councillors were always available to talk to. <p>Cllr. Malcolm Buckley responded on all points & requested the Clerk send a list of all the concerns so he could pursue where possible with the relevant departments.</p>



SHOTGATE PARISH COUNCIL

19/19.	<p>Borough/County Councillors Reports – ECC Highways/Basildon issues Cllr. M. Buckley gave the following information from Essex County Council:</p> <ul style="list-style-type: none"> • Council Tax was to be raised by 2.99% (1% being on Social Care) • £700,000 was being injected into repairing footpaths • Homeless/rough sleeper figures had reduced from 107 to 67, and mental health continued to be an issue and these people need support. • £1million was to be allocated to mental health in general. • £500,000 was to be allocated to County Lines (drug dealing/distribution). • The works in Hodgsons Way would come from the Capital Budget of £249 million.
20/19.	<p>Road Closure - Review ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1) Temporary Traffic Regulation Order of Hodgson Way, Shotgate Intended closure of Hodgson Way, due to commence on 14th January 2019 for 75 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes major carriageway reconstruction. Covered above.</p>
21/19.	<p>Parish Councillor Vacancy. No applications had been received.</p>
22/19.	<p>Events Committee 🇬🇧 Committee to report:</p> <ul style="list-style-type: none"> • Teddy Bear's Picnic – 14th April 2019 – Cllr. Woolf confirmed this was a Parish Council run event. Clerk to check with insurance company and liabilities for first aid/risk assessments. • Fibromyalgia Fun Day – 5th May 2019 – planning continuing. <p>The Clerk advised that although the Events Committee had the power to authorize expenditure up to £500 all invoices must be sent to the Clerk for the agenda and approval at a Parish Council Meeting. Phrasing on the Terms of Reference to be adjusted.</p>
23/19.	<p>Action Plan/Community Projects/ /Funding Applications 🇬🇧 £</p> <ul style="list-style-type: none"> • Hanging Baskets – Cllr. Burton reported that a £50 was required for a survey to be undertaken to assess the lampposts. It was resolved to issue this cheque to Ringway Jacobs. Quotes so far : 6 Lamppost Amethyst £4698, PHS £330, 9 Lamppost Amethyst £4806, PHS £3475. The Chairman thanked Cllr. Burton for his hard work in this project. • Table Tennis @ Shotgate Park /Benches @ Shotgate Park, Sensory Garden – It was resolved to accept a quote from Top to Toe £550 for the creation of the concrete bases for the 2 benches and the 4 corner pads for the Table Tennis Table. Works were hoped to be completed late Feb/early March.



SHOTGATE PARISH COUNCIL

	<ul style="list-style-type: none"> • MUGA @ Shotgate Park – Council considered 2 quotes (£2,300 & £1,482 & VAT) for: <i>Removal of all loose particles from surface. - High pressure washing using 3000psi machines to thoroughly deep cleanse the area removing excess dirt, moss and stones to help improve the drainage and safety. - Application of moss treatment. - Spray two coats of textured acrylic court colouring. Colours to be confirmed. - Mark out and paint one set of basketball, five a side and pickle ball lines with textured line paint.</i> It was resolved to accept the quote from Sports Courts for £1,482 & VAT. Cllr. Hammond to contact them and approve the works. Cllr. Hammond reported on fire hydrant costing of £100 & VAT for use for water for the installation & the Clerk would ask Woodham Ferrers & Bicknacre Parish Council for temporary loan of their one. • Newsletter February 2019. After discussion, a vote was taken whether to have the newsletter reprinted due to poor quality. It was resolved by a majority vote (3 for, 2 against) that it be reprinted. Printing & distribution to be completed as soon as possible and Councillors to distribute. • Community Special Constables – awaiting proofs of the advertisement. • Speedwatch – Cllr. Woolf reported 3 people had shown interest, 6 were required and full training would be given. Council to call for volunteers. • Defibrillators – Cllr. Burton shared some quotes – Clerk to send Cllr. Burton a contact. March agenda. • It was resolved to accept the revised Action Plan 2019/20. 																														
24/19.	<p>Finance 🇺🇰</p> <ol style="list-style-type: none"> Chairman signed the Barclays Community Account Balance as at 31st January 2019 (£29,673.80). The Council agreed December & January bank reconciliations. Barclays Community Account - additional signatory Cllr. Burton reported as completed. Council reviewed & agreed the Projects/Earmarked funds budget @ £16,038. Clerk reported on the legislation for Council giving gifts and advised it was not possible unless a personal contribution was made by Councillors. Councillors resolved to pay the following invoices: <table border="1" data-bbox="284 1318 1560 1528"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Invoice detail</th> <th>Amount</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>100248</td> <td>K. Kuderovitch –</td> <td>Locum Clerk</td> <td>440.00</td> <td></td> </tr> <tr> <td>100249</td> <td>Shotgate Baptist Church</td> <td>17 hours x £8 – Hall Hire</td> <td>136.00</td> <td></td> </tr> <tr> <td>100250</td> <td>Ringway Jacobs</td> <td>Survey – hanging baskets</td> <td>50.00</td> <td></td> </tr> <tr> <td>100251</td> <td>Cash</td> <td>Petty Cash</td> <td>100.00</td> <td></td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>726.00</td> <td></td> </tr> </tbody> </table>	Cheque	Payee	Invoice detail	Amount	VAT	100248	K. Kuderovitch –	Locum Clerk	440.00		100249	Shotgate Baptist Church	17 hours x £8 – Hall Hire	136.00		100250	Ringway Jacobs	Survey – hanging baskets	50.00		100251	Cash	Petty Cash	100.00		TOTAL			726.00	
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25/19.	<p>Planning 🇺🇰</p> <p>Cllrs. Burton reported on planning applications and give recommendations. 31 Longfield Road, Shotgate – no comments/concerns. 24 Fanton Walk, Shotgate – no comments/concerns. 3 Longfield Road, Shotgate – no comments/concerns.</p>																														
26/19.	<p>Contact from Residents</p> <p>None.</p>																														
27/19.	<p>Councillors/Clerk's Updates.</p> <ul style="list-style-type: none"> • Annual Parish Meeting - Council to start considering guests to be invited. 																														



SHOTGATE PARISH COUNCIL

	<ul style="list-style-type: none">• Elections 2019 – Clerk to clarify the timings with Basildon Borough Council.
28/19.	THE FOLLOWING ITEM WAS CONFIDENTIAL AND A VOTE WAS TAKEN TO CLOSE TO PRESS & PUBLIC 🖱
29/19.	Employment of a Clerk. 🖱 Personnel Committee to report.

DRAFT