



SHOTGATE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8th January 2019 at 7.30 p.m at Shotgate Baptist Church Hall, Bruce Grove, Shotgate.

THE CHAIRMAN REQUESTED MOBILE PHONES WERE SWITCHED OFF/TURNED TO SILENT

£ = Expenditure decision

☝ = A resolution made

	Cllr. M. Biddle - Chairman	Cllr. C. Burton
	Cllr. P. Vickers – Vice Chairman	Cllr M McClenaghan (arrived 8pm)
	Cllr. T. Hammond	Cllr. J. Woolf
1.19	Declaration of Interests Nothing to declare.	
2.19	Apologies Acting Clerk K. Kuderovitch was absent due to conflict of duties and it was agreed that Cllr. McClenaghan was to take the minutes. Cllr. McClenaghan was not present at the start of the meeting and it was agreed that Cllr. Woolf was to take the minutes.	
3.19	Minutes/Public Forum The Minutes from the meeting held on 11 th December 2019 were agreed and signed. Two of the members of public who attended again raised their concerns regarding the closing of Hodgsons Way and the use of Bruce Grove by HGV's. They were especially concerned over the damage that would be caused to the road surface and requested that a petition be organised for the residents of Shotgate to request assurance from the council that any damage resulting from the use of the lorries etc would be made good and the road re-surfaced when Hodgsons Way had been completed. Cllr Woolf was asked, and agreed to provide a petition for Mr Carey to circulate. A member of public, connected with the church, said that they hadn't as yet been given details of dates for 2019 that the PC wanted to book for use of the hall and requested that they be provided with a list so this can be put on the church's organiser. The closure of the Railway crossing in Alicia Avenue/Beauchamps Drive was discussed. Residents have been advised via social media that the crossing will be closed for essential work and will re-open approx. on 21 st January but we are to be advised of the exact date.	
4.19	Borough/County Councillors Reports None present.	
5.19	Parish Councillor Vacancy No applications received.	

6.19	<p>Events Committee Cllr. Vickers proposed and Cllr. Biddle seconded that an Events Committee be formed with Cllr. Woolf as representative and Cllr Burton and Cllr Hammond to be committee members. The presented Terms of Reference were adopted. All in favour.</p>
7.19	<p>Fibromyalgia Fun Day - 5th May 2019 It was reported that everything was now going ahead with the Fun Day. The Clerk had confirmed that Event Insurance was now in place with the additional of extra cover to ensure that the Parish Council grant will be protected in the event of the event not taking place. The Events Committee were to meet with Emma Morris and Jo Ride on Thursday 17th January for an update on the arrangements.</p>
8.19	<p>Action Plan/Future Events</p> <ul style="list-style-type: none"> • Cllr Burton provided two quotes for the provision of hanging baskets. The two quotes for the Shotgate Flowers were as follows:- <p>Quote One for Six Lamppost Amethyst £4698, PHS £3303</p> <p>Quote Two for Nine Lamppost Amethyst £4806, PHS £3475</p> <ul style="list-style-type: none"> • Cllr. Woolf proposed and Cllr. Vickers seconded that the Council appoint PHS Greenleaf to carry out the work. Cllr. Burton is now to apply for the necessary permissions to allow for the baskets etc to be positioned on the lampposts and report the final cost. All in favour. • Table Tennis Table in Shotgate Park. Council to consider the quotes for installation and to decide at the February meeting. • Benches in Sensory Garden. Council again to consider quotes for installation at February meeting. • MUGA. Councillor Hammond is to enquire as to the use of the water hydrant to enable work to be carried out. Agenda item for February to agree quotes. • Newsletter. To be printed as soon as complete. Councillors to organise distribution. • Cllr. Woolf proposed that we hold an Easter event for the children – a Teddy Bears picnic and Egg Hunt. The Parish Council does not have to obtain any permission to hold this event as there will be no food vendors or entertainment provided but it was agreed that we would provide toilet facilities. The Events committee are organising decoration etc. To be held on Sunday 14th April. Insurance, Health & Safety & Risk Assessments to be investigated.
9.19	<p>Finance</p>

	Chq	Payee	Invoice Detail	Amount	VAT
	100241	K Kuderovitch	Locum Clerk Dec/Jan	330.99	
	100242	Shotgate Baptist Church	Hall Hire	160.00	
	100243	E Morris	Grant for May 2019 Fun Day	4103.00	
	100244	D. Murphy	Electricity Xmas	50.00	
	100245	Cancelled Cheque			
	100246	J. Woolf	Leaving gift for Cllr. K. Allen	77.00	
	100247	Cash	Petty Cash	100.00	
	TOTAL			4820.99	
10.19	Consultations <ul style="list-style-type: none"> Public Consultation on Essex Future Library Services Strategy (2019-2024). It was agreed that we should post information on Facebook and ask residents for comments. Roger Hirst PFCC for Essex- Fire and Rescue Plan Survey - No comments. 				
11.19	ABSL Meeting - 17th January 2019 No councillors were available to attend.				
12.19	Road Closure This was covered in the public forum.				
13.19	Contact from Residents Clerk to advise as to whether a letter had been sent to the resident as requested at the previous meeting.				
14.19	Councillors/Clerks Updates				
	THE FOLLOWING ITEM WAS CONFIDENTIAL AND A VOTE TO BE TAKEN TO CLOSE TO PRESS AND PUBLIC				
15.19	Employment of a Clerk The Personnel Committee reported that it had been unanimously agreed that the council should advertise for the post of Parish Clerk.				

The meeting closed at 9.05