



SHOTGATE PARISH COUNCIL

Chairman, Cllr. M. Biddle 01268 562877 – Clerk Emma Morris clerk@shotgatepc.org.uk

TO: Members of Shotgate Parish Council

You are hereby summoned to attend a meeting of Shotgate Parish Council, at Shotgate Baptist Church Hall, on Tuesday the 10th December 2019 at 7:30pm for the purpose of transacting the following business.

Emma Morris

Clerk to Shotgate Parish Council

4th December 2019

158.19	Chairman's Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐
159.19	Minutes of previous meeting. (to be agreed and signed) 🖐
160.19	Declarations and Interests (existence and nature)
161.19	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. The maximum time allowed for this item will be no longer than 20 minutes, at the close of this item members of the public will no longer be permitted to address the council.
162.19	Borough/County Councillors Reports – ECC Highways/Basildon issues
163.19	Councillors & Clerk T-shirts. Updates of Costs – Cllr Burton 🖐
164.19	Councillor Training Dates. Proposals and costs 🖐
165.19	Internet Banking Update – Cllr. Woolf
166.19	Parking in residential streets. Pavement parking and verge parking – What can SPC do for our residents.
167.19	What3words. Council to discuss if this should be endorsed. 🖐
168.19	Request to support the Local Electricity Bill See attached link from Cllr. Harrison. 🖐



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169.19	<p>Events Committee Review of the Christmas tree event. Request for ALL council members to be in attendance at all events where possible, not just committee members. List of Dates for 2020.</p>																																																		
170.19	<p>Action Plan/Community Projects/ /Funding Applications</p> <p>Cllr. Hammond Table Tennis Table Base. -Installation and quotes. 🖐</p> <p>Cllr. Woolf Memorial plaque/Memorial Bench for Keith options. Circular Bench quotes. 🖐 Bus-stop Maintenance.</p> <p>Cllr. Brockman Shotgate in Bloom – the concept and competition. 🖐</p> <p>Clerk Remembrance Bench update General Handyman – could we employ someone on an ad-hoc basis to avoid obtaining quotes each time and wasting time? 🖐</p>																																																		
171.19	<p>Finance (to include any invoices received prior to meeting, and not noted below) a) Chairman signed the Barclays Community Account Balance as at 30th November 2019. b) The Council to agree months bank reconciliations for December. 🖐 c) Councillors to resolve to pay the following :</p> <p>Finance cont.</p> <table border="1" data-bbox="252 1576 1418 2065"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Invoice Detail</th> <th>Amount £'s</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>100320</td> <td>Miss E Morris</td> <td>Clerk Wages</td> <td>650.01</td> <td></td> </tr> <tr> <td>100321</td> <td>HMRC</td> <td>HMRC</td> <td>171.74</td> <td></td> </tr> <tr> <td>100322</td> <td>Mr C Burton</td> <td>Event Generator</td> <td>30.00</td> <td></td> </tr> <tr> <td>100323</td> <td>Post Mums Miss C. Watson</td> <td>Newsletter Delivery</td> <td>80.00</td> <td></td> </tr> <tr> <td>100324</td> <td>Mr T Hammond</td> <td>Paint</td> <td>TBC</td> <td></td> </tr> <tr> <td>100325</td> <td>PKF Littlejohn</td> <td>Ext audit</td> <td>288.00</td> <td></td> </tr> <tr> <td>100326</td> <td>PHS</td> <td>Christmas Tree</td> <td>986.40</td> <td></td> </tr> <tr> <td>100327</td> <td>Baptist Church</td> <td>Hall Hire @22hrs</td> <td>220.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Cheque	Payee	Invoice Detail	Amount £'s	VAT	100320	Miss E Morris	Clerk Wages	650.01		100321	HMRC	HMRC	171.74		100322	Mr C Burton	Event Generator	30.00		100323	Post Mums Miss C. Watson	Newsletter Delivery	80.00		100324	Mr T Hammond	Paint	TBC		100325	PKF Littlejohn	Ext audit	288.00		100326	PHS	Christmas Tree	986.40		100327	Baptist Church	Hall Hire @22hrs	220.00						
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172.19	Planning 🖐️ 📁					
	Cllrs. Burton & Woolf to report on planning applications and give recommendations.					
173.19	Items for the next agenda.					
174.19	Date of next meeting January 14th 2020 @ 7:30pm					