



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 11th January 2020 at 7:30pm for the purpose of transacting the following business.

Emma Morris

Clerk to Shotgate Parish Council

4th February 2020

17.20	Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐️
18.20	Minutes of previous meeting. (to be agreed and signed) 🖐️
19.20	Declarations and Interests (existence and nature)
20.20	<p>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</p> <p>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.</p> <p><i>Email from resident of Sandown Road, asking for a review of the signage or lack thereof at the junction with Bridge Road. She wishes to know if residents were ever consulted at the time of the redesign, and who agreed it. She would also like to know when the road will be repaired.</i></p>
21.20	Borough/County Councillors Reports – ECC Highways/Basildon issues
22.20	<p>Mobile wi-fi 🖐️</p> <p>Is there a need for a mobile wi-fi router to be used for meetings and surgeries.? This will enable internet access for banking etc. This is currently access by the Clerk’s wi-fi data on her mobile phone.</p> <p>Councillor Woolf</p>
23.20	<p>Rememberance Bench Site. 🖐️</p> <p>Due to difficulties with permissions for the original site. Three new locations within Shotgate Park have been identified. Council to vote.</p>



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	<ol style="list-style-type: none"> 1. Dig a concrete base and locate in the alcove grassed area opposite the Sensory Garden. 2. Replace the old bench in front of the woodland area. 3. Replace the new bench along the long path, and add planted areas to make a remembrance garden area. Access pathway already in existence. (move existing bench to replace one of the older dilapidated benches) <p>Basildon Parks Department have been consulted and are happy for whichever is chosen, for the Council to go ahead with installation.</p>
24.20	Internet Banking/Change of Bank 🖐️ Update – Cllr. Woolf
25.20	On Call Handi-person 🖐️ Councillors to vote on the two applicants.
26.20	DBS Checks. 🖐️ All councillors to be DBS checked, due to the increased contact with public groups at events and surgeries.
27.20	Updates on Alicia Avenue Railway path lighting. Cllr Brockman & Cllr Burton.
28.20	Action Plan/Community Projects/ /Funding Applications Cllr Woolf. Sensory garden. Gardener has provided a project plan for planting over the coming year. Due to the nature of Planting schedules and the fact that ear-marked reserves have been set aside for this purpose, it is proposed a Sensory Garden Committee is set up. If agreed Clerk will create a committee policy & spending plan.- Council to vote 🖐️ Cllr Byatt Parking Review Updates on actions open to the council (if any) to prevent inconsiderate parking or verge parking across the community. Cllr Burton Hanging Baskets Final costs of the increased number of hanging baskets following the ‘lamp-post permissions review’ – Council to vote 🖐️ Clerk Litter Bins.- After discussion with Parks Department, it has been suggested that then council pay half toward the replacement installation of



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and installation of 8 new ‘uniform’ rubbish bins and 2 childrens bins across the park, with the remaining half to be provided either by a current project fund, before the end of this financial year, or by the Parks Department fund at the start of the 2020 financial year.

A cost of £1,876.43 before tax & installation.- (dependant on choice of children’s bins, so could be lower) Council to vote 🖐

Children's seating (Toadstools) and picnic benches.

Permission has been granted to place additional character seating for children in the wooded area between the play area and the sensory garden.

Toadstools - £195 (rubber seats mounted on steel posts)

Benches from £289.

29.20

Finance (to include any invoices received prior to meeting, and not noted below)

a) Chairman signed the Barclays Community Account Balance as at 31st January 2020

b) The Council to agree months bank reconciliations for January. 🖐

c) Councillors to resolve to pay the following :

Finance cont.

Cheque	Payee	Invoice Detail	Amount £'s	VAT
100342	Miss E Morris	Clerk Wages	1017.21	
100343	HMRC	HMRC	419.06	
100344	M. Ratcliff	Gardening	TBC	
100345	Petty Cash	Petty Cash	100.00	
100346	Folsy Theatre	Open Air Theatre	1200.00	

30.20

Planning 🖐 📁

Cllrs. Burton & Woolf to report on planning applications and give recommendations.

31.20

Items for the next agenda.

32.20

Date of next meeting - March 10th 2020



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February 11th 2020 @ 7:30pm
