



SHOTGATE PARISH COUNCIL

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

	8.20pm Cllr Mark Biddle arrives and takes over as Chair.
38.20	Clerks Contract & Pension. Cllr Woolf informed the council that the contract of employment has been agreed by the Personnel Committee and served on the clerk. A nest pension has been created as is required by employment law, at this time the Clerk has opted out of contributing to the pension. Cllr Harrison requested to view the Contract, this was made available by Cllr Woolf as Chair of the personnel committee.
39.20	Remembrance Bench. Quote for Ebay Bench in Nottingham at £535.00 Purchase of Bench & application for a micro grant to match fund a £1,000 remembrance planting project. Proposed Cllr. Woolf. Seconded Cllr Byatt. Motion carried Anonymously
40.20	Community Special Constables. Cllr Biddle proposed that as there have been no application to join the community constables and there is no real need for Shotgate to employ any as there is no crime reported in the area, and no identified crime hotspots as a council we will withdraw from the scheme. Cllr Woolf Seconded. Motion carried unanimously.
41.20	General Standing Orders. Clerk reports that the Standing Orders for the council need to be reviewed as per Audit requirements. It was decided that they are to be checked through by councillors and any amendments be brought as a motion to the next meeting.
42.20	Local Council Health & Well Being Plan. Pilot explained to council with the Clerk writing a report on what the council is currently doing and how they can improve over the five key areas.
43.20	Railway Path lighting. No updates have been received. The public did not support lighting when previous attempt were made to install it. No further complaints. Item to be withdrawn from the agenda



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44.20	<p>Action Plan /Community Projects/Funding Applications</p> <p>Cllr. Woolf. Garden. New appropriate garden name as Sensory Garden is not a correct description of the area. Cllr. Harrison proposed The Park Garden Cllr. Byatt Seconded. Motion carried unanimously.</p> <p>Cllr Harrison suggested that a ‘Friends of Shotgate Park’ group be set up. Action- Clerk to look into it.</p> <p>Garden Committee policy not agreed at this time – Motion forwarded to next meeting.</p> <p>Cllr. Byatt Reports have been submitted to county regarding parking offenses both at Southend Road and the Industrial Estate.</p> <p>Request for new Signage and white lining to be improved at Sandown Road.</p> <p>Cllr. Burton. Hanging Baskets – All permissions have been received apart from damaged lamppost number 59 outside of the post office.</p> <p>Clerk Annual Parish Meeting date to be agreed as 20th May 2020. Key Speakers to be invited.</p>																																													
45.20	<p>Finance</p> <p>a) Chairman signed the Barclays Community Account Balance as at 28th February 2020. b) The Council to agree months bank reconciliations for March. c) Councillors to resolve to pay the following :</p> <p>Finance cont.</p> <table border="1" data-bbox="252 1682 1415 2042"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Invoice Detail</th> <th>Amount £'s</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>100350</td> <td>Miss E Morris</td> <td>Clerk Wages</td> <td>792.89</td> <td></td> </tr> <tr> <td>100351</td> <td>HMRC</td> <td>Wages Office</td> <td>281.66</td> <td></td> </tr> <tr> <td>100352</td> <td>Miss M Ratcliff</td> <td>Gardening</td> <td>165.00</td> <td></td> </tr> <tr> <td>100353</td> <td>Petty Cash</td> <td>Easter Event</td> <td>250.00</td> <td></td> </tr> <tr> <td>100354</td> <td>Miss C Dann</td> <td>Violet Circus</td> <td>70.00</td> <td></td> </tr> <tr> <td>100355</td> <td>That Essex Printer</td> <td>Outstanding Invoice 1739</td> <td>59.40</td> <td></td> </tr> <tr> <td>100356</td> <td>HMRC</td> <td>Lost Cheque</td> <td>219.83</td> <td></td> </tr> <tr> <td>100357</td> <td>WTYFC</td> <td>Event Hire</td> <td>450.00</td> <td></td> </tr> </tbody> </table>	Cheque	Payee	Invoice Detail	Amount £'s	VAT	100350	Miss E Morris	Clerk Wages	792.89		100351	HMRC	Wages Office	281.66		100352	Miss M Ratcliff	Gardening	165.00		100353	Petty Cash	Easter Event	250.00		100354	Miss C Dann	Violet Circus	70.00		100355	That Essex Printer	Outstanding Invoice 1739	59.40		100356	HMRC	Lost Cheque	219.83		100357	WTYFC	Event Hire	450.00	
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	Motion agreed unanimously.				
46.20	Planning None.				
47.20	Cllrs. Soap Box. Cllr Burton informed council that he had ordered the Cllr. T-shirts. Reported that the quiz night was a great success and the charity were very pleased.				
48.20	Items for next Month's Agenda Cllr Brockman requests that a motion be put on next months agenda for monies for Shotgate in Bloom.				
49.20	Date of Next Meeting – 14th April 2020 Cllr Biddle Closes the meeting with thanks at 21:26hrs				