



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, Agenda for the meeting of Shotgate Parish Council, via Zoom. On Tuesday the 9th February 2021 at 7:30pm for the purpose of transacting the following business.

Any member of the public wishing to attend please email clerk@shotgatepc.org.uk to register your interest and receive your zoom invitation.

Emma Morris

Clerk to Shotgate Parish Council
Wednesday 3rd February 2021

12.21	Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐️
13.21	Minutes of previous meeting. (to be agreed and signed) 🖐️
14.21	Declarations and Interests (existence and nature)
15.21	<p>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 15 minutes, at the close of this item members of the public will no longer be permitted to address the council.</p> <p><i>Numerous complaints from the public regarding the fly-tipping in Russell Gardens.</i></p> <p><i>Complaints re parking on grass verges around both the industrial and residential areas of Shotgate. Request for signage to prevent parking.</i></p> <p><i>Complaint from Resident regarding the lack of a safe crossing provision in Hodgson Way.</i></p>
16.21	<p>Borough/County Councillors Reports – ECC Highways/Basildon/Ward issues County Cllr’s – Ball & Buckley</p> <p>District Cllr’s – Brockman Morris Harrison Holliman</p>



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17.21	<p>Code of Conduct. 🖐️</p> <p>Motion to adopt the Code of Conduct created by Basildon Council. Appendix A</p>
18.21	<p>Local Parish Plan. 🖐️</p> <p>The current plan available on the web site expires this year. A decision needs to be made on how the council will move forward with this.</p>
19.21	<p>Action Plan/Community Projects/ /Funding Applications</p> <p><u>Chairman</u> 🖐️</p> <p>An application was made to the Essex Council Locality for two flower towers (similar to the existing one by Shotgate shops) to include planting for the year. Summer & Winter. This was at a cost of £1,775.00 each, so £3,500 for the pair.</p> <p>The locality fund has returned that they will pay a contribution of up to £2,000.00 for the project.</p> <p>Council to decide if they agree to pay the remaining £1,500 to ensure a pair of flower towers are secured, and to agree to pay for subsequent planting and maintenance for 2022 and yearly thereafter, the current cost of planting for one tower for the year is £880. (£1,056. Inc vat)</p> <p>Breakdown One large 1000mm square planter, with three tiered planters above, compost & delivery £895. (£1,074 inc vat)</p> <p>Summer seasonal planting, maintenance & watering £440 Winter seasonal planting, maintenance & watering £440</p> <p>Costings are shown without VAT as we claim that back and it is discounted from the Locality fund.</p> <p><u>Cllr Brockman</u></p> <p>Shotgate in Bloom Competition. Shotgate Christmas Lights Challenge.</p>



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Clerk

Reminder to Councillors to complete or update the Declaration of interests form

Updated form to be sent out after the meeting to include the adopted Code of Conduct, if agreed.

Web site – updates.

GDPR is now adhered to.

View Counter has been added.

Awaits new template design to be uploaded before documents and details can be transferred. Due mid Feb.

A page has been created to put in place should Op. London Bridge be required.

Boundary Gates 🖐

It was decided last year to simply clean the gates, and review them again this year.

The Parish Council Handyman has inspected them, the large wooden posts are rotted and would need replacing in the near future. This is not something he can do due to the amount of cement required to secure the posts.

The gates need cleaning and re-painting to make them visually pleasant, prior to the planting schedule for the summer.

Council to decide how to proceed prior to quotes being sought.

20.21

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 2021

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

c) Councillors to resolve to pay the following:



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Finance cont.				
Payment Type	Payee	Invoice Detail	Amount £'s	VAT
BACS	Miss E Morris	Clerk Wages	750.57	
BACS	HMRC	Clerk Taxes	223.01	
BACS	Starboard Systems	Scribe Accountancy	485.00	97.00
21.21	Planning 🖐️ 📁 Cllrs. Burton & Woolf to report on planning applications and give recommendations.			
22.21	Items for the next agenda.			
23.21	Date of next meeting - March 9th 2021 7.30pm Zoom.			
	Meeting Closed.			