



SHOTGATE PARISH COUNCIL

Chairwoman, Cllr. J. Woolf – Clerk Emma Morris clerk@shotgatepc.org.uk

Minutes for the Ordinary Meeting of Shotgate Parish Council, On Tuesday the 12th October 2021 at 7:30pm, at Shotgate Baptist Church Hall, Bruce Grove.

In attendance

- Cllr Jackie Woolf – Chairwoman**
- Cllr Clive Burton**
- Cllr Trevor Hammond**
- Cllr David Harrison**

Cllr Tony Ball.

Motions for Council to vote & Accept indicated by 🖐

92.21	<p>Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐</p> <p>Cllr Eunice Brockman – Conflicting District Meeting Cllr Mark Biddle – Personal Commitments Cllr Andrew Carter – Health Reasons Cllr Malcolm Buckley – Conflicting District Meeting Cllr Carole Morris – Conflicting District Meeting.</p> <p>All apologies accepted unanimously.</p>
93.21	<p>Minutes of previous meeting. (to be agreed and signed) 🖐</p> <p>Agreed Unanimously</p>
94.21	<p>Declarations and Interests (existence and nature)</p> <p>None</p>
95.21	<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 15 minutes, at the close of this item members of the public will no longer be permitted to address the council.</p> <p><i>No Members of the public present.</i></p>
96.21	<p>Borough/County Councillors Reports – ECC Highways/Basildon/Ward issues</p> <p>County Cllr’s – Ball & Buckley - Cllr Ball Reminds everyone of the Locality fund.</p> <p>Wickford North District Cllr’s Brockman Morris Holliman - None Present</p> <p>Cllr Harrison speaks regarding the over flowing recycling bins at Shotgate Park. Clerk to speak to James Hendry regarding removal or re-location.</p>



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97.21	<p>Fly-Tipping & Increased rubbish pollution in Russel Gardens.</p> <p>Cllr Brockman sent word that she awaits a start date for the project.</p>
98.21	<p>Action Plan/Community Projects/ /Funding Applications.</p> <p>For Council consideration and vote.</p> <p>Events Committee Updates. Cllr Woolf</p> <p>Artisan Market/Indoor over winter - No suitable location could be found, so cancelled for 2021. Christmas event. – Everything in place, awaits confirmation of power source for mulled wine. Cllr Ball states he and Cllr Buckley have been expediting the road closure enquiry. Event to start at 5pm on Sunday the 5th December.</p> <p>Gazebo repairs – took place this evening.</p> <p>Jubilee Event updates – Working Party has been agreed.</p> <p>Hanging Baskets & Flower Towers Cllr Woolf</p> <p>Quotes for 2022. – £7,200.00 Proposed by Cllr Woolf Seconded by Cllr Harrison All voted in favour. -Motion carried</p> <p>Clerk Remembrance Day Service – Council to decide if a small service should be held beside the village sign as in previous years, on Nov 14th for those in the community unable to attend the main RBL event in Wickford. – Motion carried all in favour. Wreath – Council to consider & Vote Full wreath decided upon at a cost of £20.All in favour. Poppy Project updates. The display will be completed on October 26th & erected on Thursday 4th Nov. Soldiers & poppies to be placed on the 5th Novemebr.</p> <p>Parish Council Magazine – Council to consider & Vote Is there a want for a Winter Magazine? Cost of printing approx. £337 Cost of delivery approx. £80 Advertising – usually £200. Approx..</p>



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A Christmas event leaflet has been decided on to replace the Winter Magazine. Going forward it was proposed that there be two editions of the parish Magazine Spring/Summer & Autumn/Winter
Proposed Cllr Harrison
Seconded Cllr Woolf All in favour motion carried.

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

a) Chairman signed the Barclays Community Account Balance as at 31st Sept 2021

b) The Council to agree months bank reconciliations for September 2021. Agreed.

c) Councillors to resolve to pay the following:

Finance cont.

Payment Type	Payee	Invoice Detail	Amount £'s	VAT
BACS	Miss E Morris	Clerk Wages	597.33	
BACS	HMRC	Employer Contribution	TBC	
BACS	PFK LittleJohn	External Audit	£360	
BACS	Grant Flack	Park Watering	£150	
BACS	ABLC	Ass Fees	£20	

100.00 Finance Committee, Dates for pre-budget planning.

All decided on the 19th October at 4pm



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101.00	External Audit. Council to accept and make note of actions listed. External Audit was accepted by the council with all comments noted and any recommendations noted and to be acted on.
102.21	Planning 🖐️ 📁 Cllrs. Burton & Woolf to report on planning applications and give recommendations. Nothing of note.
103.21	Items for next Agenda November.
104.21	Next council meeting date Nov 9 th 7:30pm
	Meeting Closed. 20:35