



# SHOTGATE PARISH COUNCIL

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

**TO: Members of Shotgate Parish Council**

**You are hereby summoned to attend the Ordinary Meeting of Shotgate Parish Council, On Tuesday the 11<sup>th</sup> January 2022 at 7:30pm, at Shotgate Baptist Church Hall, Bruce Grove. For the purpose of transacting the following business. Members of the Press and public are invited.**

**Social Distancing and Covid-19 regulations will be observed.**

*Emma Morris*

**Clerk to Shotgate Parish Council  
Wednesday 5<sup>th</sup> January 2022**

*Motions for Council to vote & Accept indicated by 🖐*

01.22	<b>Chairman’s New Year’s Welcome &amp; Apologies &amp; Reasons for Absence –</b> Council to vote & Accept 🖐
02.22	<b>Minutes of previous meeting.</b> (to be agreed and signed) 🖐
03.22	<b>Declarations and Interests</b> (existence and nature)
04.22	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> 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.  <i>Nothing brought to the attention of the Clerk at time of publication.</i> <b>Council to note that the Russell Gardens Fly-tip area is being cleared.</b>
05.22	<b>Borough/County Councillors Reports – ECC Highways/Basildon/Ward issues</b> County Cllr’s – Ball & Buckley  Wickford North District Cllr’s Brockman Morris Holliman



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<p><b>06.22</b></p>	<p><b>Action Plan/Community Projects/ /Funding Applications.</b></p> <p><b>For Council consideration and vote.</b></p> <p><b>Chairwoman</b> Cllr Woolf to update Council from Events Committee.</p> <p>Lamp-post Permissions to be applied for approx. cost £50 per year, per company.</p> <p><b>Clerk.</b> Council to note that an application has been made to the Locality Fund for the raised planters in Shotgate Park and also the replacement boundary gates.</p>																																						
<p><b>07.22</b></p>	<p><b>Council to review current Risk Assessment, Standing Orders and Financial Regs.</b> <b>Note any changes and accept the inclusion of GDPR regulations.</b></p>																																						
<p><b>08.22</b></p>	<p><b>Finance (to include any invoices received prior to meeting, and not noted below) 🖐</b></p> <p>a) Chairman signed the Barclays Community Account Balance as at 31st Dec 2021</p> <p>b) The Council to agree months bank reconciliations for Dec 2021.</p> <p>c) Councillors to resolve to pay the following:</p> <p><b>Finance cont.</b></p> <table border="1" data-bbox="252 1626 1418 2027"> <thead> <tr> <th>Payment Type</th> <th>Payee</th> <th>Invoice Detail</th> <th>Amount £'s</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>Miss E Morris</td> <td>Clerk Wages</td> <td>£771.57</td> <td></td> </tr> <tr> <td>BACS</td> <td>HMRC</td> <td>Employer Contribution</td> <td>TBC</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Payment Type	Payee	Invoice Detail	Amount £'s	VAT	BACS	Miss E Morris	Clerk Wages	£771.57		BACS	HMRC	Employer Contribution	TBC																					
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<b>09.22</b>	<b>Modelling Devolution. – proposal for working to together to deliver local services.</b> 🖐️  Council to note any response from Monitoring Officer to request for further information and what this would mean for Shotgate PC.
<b>10.22</b>	<b>Planning</b> 🖐️ 📁  Cllrs. Burton & Woolf to report on planning applications and give recommendations.  Cllr Carter to attend area training at Billericay Town Council FOC.
<b>11.22</b>	<b>Items for February Agenda</b>
	<b>Next council meeting</b> date Feb 8th 7:30pm <b>Meeting closed</b>