



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 14th March 2023 at 7:30pm, at Shotgate Baptist Church, Bruce Grove. For the purpose of transacting the following business.

Members of the Press and public are invited.

Emma Morris

**Clerk to Shotgate Parish Council
Wednesday 8th March 2023**

Motions for Council to vote & Accept indicated by 🖐

26.23	Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐
27.23	Minutes of previous meeting. (to be agreed and signed) 🖐
28.23	Declarations and Interests (existence and nature)
29.23	<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>Resident in Blakehall Drive concerned about the use of weed killer to kill the edge of the grass verges and around the lampposts.</i></p>
30.23	<p>Borough/County Councillors Reports – ECC Highways/Basildon/Ward issues</p> <p>County Cllr’s – Ball & Buckley</p> <p>Wickford North District Cllr’s Brockman Morris Holliman</p>



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31.23

Action Plan/Community Projects/ /Funding Applications. For Council consideration and vote.

Cllr Burton.

Updates from March Events Committee meeting.

To include

Proposals for expenditure agreed at the Events meeting to be considered. 🖐️

Easter Market individual Costs

Toilet Hire

Easter Eggs

Decorations

Tens

Easter Bonnet Parade prizes.

September Music Festival individual costs

Band costs

First Aid Costs

Security Costs

Licence Application Costs

Marquee Costs

Stage & Sound System costs

Toilet Hire costs

Security Costs

Clerk

Date for Annual Parish Meeting 🖐️

This needs to be agreed, along with how the meeting should look. The meetings are not well attended if at all, and the council need to decide if they wish to simply add the APM to the end of next month's Full council meeting. To be held between 1st March and 1st June 2023

Annual Parish Council Meeting has to be held within 14 days of Elected Councillors taking Office. This will be on Tuesday the 9th May, therefore the Annual Parish Council Meeting should be held on the 16th May (which falls on the third Tuesday of the month)

All Councillors will have to sign the book of office and fill in a new register of interests declaration form as soon as possible after election but no later than before the start of the meeting on the 16th May

Locality Fund 🖐️

Funding has been granted to the sum of £2,000 to be spent by the 31st March 2023, due to only capital funding being agreed, watering & maintenance had to be removed from the bid.



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	<p><i>Trees, plants, compost and bulbs to regenerate the Park Garden, £1100.00</i> <i>Queen Elizabeth II bench £499.99</i> <i>The above has been agreed by Essex County Council Locality fund.</i> <i>Council to agree installation of the bench est. £250 - £300 based on 2021 prices.</i></p>													
32.23	<p>Upcoming Election Timetable.</p> <p><i>Publication of Notice of Election Friday 24th March 2023</i> <i>Receipt of Nominations 4.00pm Tuesday 4th April 2023</i> <i>Withdrawal of Candidates 4.00pm Tuesday 4th April 2023</i> <i>Publication of Statements of Persons Nominated 4.00pm Wednesday 5th April 2023</i> <i>Publication of Notice of Poll Tuesday 25 April 2023</i> <i>Day of Poll 7.00am – 10.00pm Thursday 4th May 2023</i> <i>Return of Election Expenses Thursday 8th June 2023 (to be completed even if a nil return)</i></p>													
33.23	<p>Planning.</p> <p>Cllr, Hammond to report on planning applications and give recommendations.</p> <p>5G Phone Mast – Corner of Southend Road & Hodgson Way</p>													
34.23	<p>Finance (to include any invoices received prior to meeting, and not noted below) 🖐️</p> <p>a) Chairman signed the Barclays Community Account Balance as at 28th Feb 2023 - awaits</p> <p>b) The Council to agree months bank reconciliations for Feb 2023</p> <p>c) Councillors to resolve to pay the following items for Feb/March 2023</p> <p>Finance cont.</p> <table border="1" data-bbox="252 1935 1415 2009"> <thead> <tr> <th data-bbox="252 1935 469 2009">Payment Type</th> <th data-bbox="469 1935 724 2009">Payee</th> <th data-bbox="724 1935 963 2009">Invoice Detail</th> <th data-bbox="963 1935 1182 2009">Amount £'s</th> <th data-bbox="1182 1935 1415 2009">VAT</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				Payment Type	Payee	Invoice Detail	Amount £'s	VAT					
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	BACS	Miss E Morris	Clerk Wages	966.93		
	BACS	HMRC	Employer Contribution	TBC		
	BACS	Miss E.Morris	MacAfee reimbursement	84.99		
	BACS	Miss E Morris	Election Training reimbursement	54.00		
	BACS	Post Mums	Leaflet Delivery	80.00		
	BACS	S, Ford - Chengs	2000 Newsletter	300.00		
35.23	Items for April Agenda					
36.23	Next council meeting date April 11th 7:30pm Meeting closed					