



SHOTGATE PARISH COUNCIL

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

Minutes of the Ordinary Meeting of Shotgate Parish Council, held on Tuesday the 14th March 2023 at 7:30pm, at Shotgate Baptist Church, Bruce Grove.

Councillors in attendance.

Cllr Woolf Cllr Burton Cllr Hammond Cllr Brockman Cllr Harrison

Cllr Aldridge Cllr Morris Cllr Ball

Clerk

Emma Morris

Motions for Council to vote & Accept indicated by 🖐️

26.23	<p>Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐️</p> <p>Cllr Biddle has a family illness Cllr Buckley ,meeting clashed.</p>
27.23	<p>Minutes of previous meeting. (to be agreed and signed) 🖐️</p> <p>All Agreed as Correct</p>
28.23	<p>Cllr Declaration of Interests.</p> <p>None</p>
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> <p><i>Essex County Councillor Ball informs that no chemical weed killers are used, all weed killers are insect & pollinator friendly.</i></p>
30.23	<p>Borough/County Councillors Reports – ECC Highways/Basildon/Ward issues</p> <p>County Cllr’s – Ball delivers his report, year of Numeracy being promoted. Southend Rd by Franklin Close will be closed for resurfacing 8pm – 5am closed 6th April – opens 10th April.</p> <p>Cllr Ball also explains some of the reasons behind the delay in getting access for specialist help for children with especial educational needs. Despite 10million being added to the budget for this, there is a shortage of schools and therapist.</p>



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	<p>Wickford North District</p> <p>Cllr's Morris gives her report , 19/00489/4 refers to Aldi's planning application. Basildon Council did ask if Aldi would consider a pp-up shop in the car-park, they have not replied. Regarding the Morrisons delay it would appear that the correct paperwork has not yet been signed off to complete planning permission.</p> <p>Cllr Brockman delivers her report</p>
<p>31.23</p>	<p>Action Plan/Community Projects/ /Funding Applications. For Council consideration and vote.</p> <p>Cllr Burton.</p> <p>Updates from March Events Committee meeting. <i>To include</i> Proposals for expenditure agreed at the Events meeting to be considered. 🖐️</p> <p><i>Easter Market individual Costs</i> <i>Toilet Hire 2 @ £72 = £144</i> <i>Easter Eggs 100 @ £1 = £100</i> <i>Decorations no extra charge as held over from last years decorations</i> <i>Tens £29</i></p> <p><i>September Music Festival individual costs</i> <i>Band costs</i> <i>First Aid Costs</i> <i>Security Costs</i> <i>Licence Application Costs</i> <i>Marquee Costs</i> <i>Stage & Sound System costs</i> <i>Toilet Hire costs</i> <i>Security Costs total Est, cost £8,000s - £9,000</i></p> <p>Cllr Harrison Proposes the costing be agreed Cllr Burton seconds Full council agree Clerk <i>Date for Annual Parish Meeting</i> 🖐️ <i>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</i></p>



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	<p><i>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</i></p> <p><i>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)</i></p> <p><i>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</i></p> <p>Cllr Woolf Proposes Cllr Harrison Agrees</p> <p>Full Council agrees to hold the APM after the AGM on the 16th May</p> <p>Locality Fund 🙌</p> <p><i>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.</i></p> <p><i>Trees, plants, compost and bulbs to regenerate the Park Garden, £1500.00</i></p> <p><i>Queen Elizabeth II bench £499.99</i></p> <p><i>The above has been agreed by Essex County Council Locality fund.</i></p> <p><i>Council to agree installation of the bench est. £250 - £300 based on 2021 prices.</i></p> <p>Proposed Cllr Brockman Seconded Cllr Woolf Full Council agrees</p>
32.23	<p>Upcoming Election Timetable.</p> <p><i>Publication of Notice of Election Friday 24th March 2023</i></p> <p><i>Receipt of Nominations 4.00pm Tuesday 4th April 2023</i></p> <p><i>Withdrawal of Candidates 4.00pm Tuesday 4th April 2023</i></p> <p><i>Publication of Statements of Persons Nominated 4.00pm Wednesday 5th April 2023</i></p> <p><i>Publication of Notice of Poll Tuesday 25 April 2023</i></p> <p><i>Day of Poll 7.00am – 10.00pm Thursday 4th May 2023</i></p> <p><i>Return of Election Expenses Thursday 8th June 2023 (to be completed even if a nil return)</i></p> <p>Full Council noted</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>



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Parish Council to request a colour green
35 Fanton Chase – Removal of Tree & building of outbuilding. Parish Councillors have no comment.

34.23

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

a) Chairman signed the Barclays Community Account Balance as at 28th Feb 2023 -

b) The Council to agree months bank reconciliations for Feb 2023

c) Councillors to resolve to pay the following items for Feb/March 2023

Finance cont.

Payment Type	Payee	Invoice Detail	Amount £'s	VAT
BACS	Miss E Morris	Clerk Wages	966.93	
BACS	HMRC	Employer Contribution	£0 due to a duplicate request.	
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	
BACS	D.Aldridge	Parish Notice Board & Bus shelter glazing	273,56	

