



## SHOTGATE PARISH COUNCIL

Chairwoman, Cllr. J. Woolf jackiewoolf@sky.com – 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 14<sup>th</sup> of November 2023 at 7:30pm. Being held at Shotgate Baptist Church Hall, Bruce Grove**

**For the purpose of transacting the following business.**

**Emma Morris  
Clerk to Shotgate Parish Council  
Tuesday 7<sup>th</sup> November 2023**

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

<b>115.23</b>	<b>Chairman's Welcome &amp; Apologies &amp; Reasons for Absence – Council to vote to Accept</b> 🖐
<b>116.23</b>	<b>Minutes of previous meeting. (to be agreed and signed)</b> 🖐
<b>117.23</b>	<b>Declarations and Interests (existence and nature)</b>
<b>118.23</b>	<p><b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b></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>Nothing raised to the Clerk at time of publishing.</i></p>
<b>119.23</b>	<p><b>Essex County Councillors to Present their reports, on matters relevant to Shotgate residents.</b></p> <p>Cllr Malcolm Buckley Cllr Tony Ball</p>
<b>120.23</b>	<p><b>Wickford North Borough Councillors to Present their reports, on matters relevant to Shotgate residents.</b></p> <p>Cllr Eunice Brockman Cllr Carole Morris Cllr Peter Holliman</p>



## SHOTGATE PARISH COUNCIL

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

<b>121.23</b>	<p><b>Action Plan/Community Projects/Funding Applications - Council to vote to accept</b> 🖐️</p> <p><b>Cllr Woolf</b> <i>Reports on the Shotgate Remembrance Service.</i></p> <p><b>Christmas Tree Event. 3<sup>rd</sup> December.</b> <i>The working party will delegate tasks to ensure the smooth running of the event. The Tree with lights has been ordered Cllr's Ball &amp; Buckley have been asked to assist in the road closure signage. From 4-6pm. A local singer has been booked to assist with the Carols Minister Pholani Ncube will hold a small service prior to the light up. Santa Claus will be making an appearance to present all young children with a token gift. Free Mulled wine &amp; Mince-pies will be given out by the Council Hot Beverages will be available from a local coffee van.</i></p> <p><b>Clerk</b> <i>Update on the Football Table. It has now been returned to its original position with security brackets to hold it in place. Thanks have been given to The Parks Department and Resident Mr Morris on behalf of the Parish Council.</i></p>
<b>122.23</b>	<p><b>2023/24 Budget &amp; Precept request</b></p> <p><i>Update on matters thus far</i></p>
<b>123.23</b>	<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 30<sup>th</sup> September - £19,599.05</p> <p>b) The Council to agree months bank reconciliations for October 2023.</p>



# SHOTGATE PARISH COUNCIL

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

c) Councillors to resolve to pay the following:

**Finance cont.**

Payment Type	Payee	Invoice Detail	Amount £'s	VAT
BACS	Miss E Morris	Clerk Wages	1034.25	N/A
BACS	HMRC	Employer Contribution	359.08	N/A
BACS	H.Woolf	Gardening	34.00	N/A
BACS	Go Cardless	Microsoft Office Subscription	10.30	2.06
BACS	Grant Flack	Watering x 4	120.00	N/A
BACS	Hill Allen	Accounting services	55.00	11.00
BACS	S.Ford-Chengs	Magazine Printing	415.00	N/A

**124.23 Planning** 🖐️

Cllr Hammond & Cllr Aldridge to report on planning applications and give recommendations.

**125.23 Matters for next Months meeting**

**126.23 Next council meeting** date December 12<sup>th</sup> 2023.

**Meeting Closed.**