



SHOTGATE PARISH COUNCIL

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

TO: Members of Shotgate Parish Council

You are hereby summoned to attend the Annual General Meeting of Shotgate Parish Council, On Tuesday the 14th May 2024 at 7:00pm. For the purpose of transacting the following business. Being held at Shotgate Baptist Church hall, Bruce Grove Shotgate.

Emma Morris
Clerk to Shotgate Parish Council
Wednesday 8th May 2024

Motions for Council to vote & Accept indicated by 🖐️

48.24	Council to vote in a Chairperson of Shotgate Parish Council. – Council to vote to Accept 🖐️
49.24	Chairman’s Welcome & Apologies & Reasons for Absence – Council to vote & Accept 🖐️
50.24	Minutes of previous meeting. (to be agreed and signed) 🖐️
51.24	Declarations and Interests (existence and nature)
52.24	Council to vote in a Vice-chair for Shotgate Parish Council. – Council to vote to accept 🖐️
53.24	Council to consider and vote to accept the current Council Committees & Consider any others which may be required. – Council to vote 🖐️ Personnel Committee is mandatory. Cllr Jackie Woolf moves to re-introduce the Events & Open Spaces Committee. Following a year of trialling working parties only, it is felt that a more structured format would be beneficial and more transparent. Council to Vote 🖐️
54.24	Council to vote in Chairperson for all agreed committees. – Council to vote to accept 🖐️
55.24	Council to vote to accept Standing Orders, Financial Regulations, GDPR, Risk Assessment, Committee Policies & Internal Controls . – Council to vote to accept 🖐️
56.24	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. 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.



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	<p>Resident has complained that HGV's are being sent down Wethersfield Way instead of the next roads onto the Industrial Estate (assumed it's by Sat Nav), this causes a huge issue as they then have to attempt a turn-around causing damage to grass verges, front gardens and the occasional side of a building or reverse back onto the main road, causing danger to all road users. Can signage be put up to warn drivers or prevent HGV's from turning into the road.</p>
57.24	<p>Reports from Essex County Councillors</p> <p>Cllr Tony Ball Cllr Malcolm Buckley</p>
58.24	<p>Reports from Borough Councillors representing Wickford North Ward</p> <p>Cllr Eunice Brockman Cllr David Aldridge Cllr Trevor Hammond</p>
59.24	<p>Action Plan/Community Projects/Funding Applications</p> <p>Cllr Woolf. Proposed costs for the 2024 Christmas Tree is £1,420 + £284 vat from PHS. Council to vote to agree 🙌</p> <p>Proposes the 2024/25 event bucket takings go to the South Essex Wildlife Hospital at Orsett Council to vote to agree 🙌</p> <p>Watering & Bus-stop cleaning – Council to decide if current operative continues to water the park planters and cleans the bus stops again this year @£30 per visit. Council to vote to agree 🙌</p> <p>Cllr Aldridge Requests Council consider his role as ABLC planning representative.</p> <p>Barclay's bank signatory updates.</p> <p>Clerk – Updates on costings for local security patrols to combat ASB Representative from S-Type Security to present his ideas for ASB patrols. Environmental crime prevention survey – Bawdsey Park.</p>
60.24	<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 30th April 2024 - £14,883.16</p>



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b) The Council to agree months bank reconciliations for April.
Payments: 2,045.32
Receipts: 15,597.26

c) Councillors to resolve to pay the following:

Finance cont.

Payment Type	Payee	Invoice Detail	Amount £'s	VAT
BACS	Miss E Morris	Clerk Wages	1,081.62	
BACS	HMRC	Employer Contribution	371.34	
BACS	Hill Allen	Accountants	132.00	
BACS	Mrs H.Woolf	Gardening	40.00 & 120.00	
Direct Debit	Go Cardless	Microsoft Office	9.89	2.47
BACS	Miles George	Event loos	288.00	

61.24

Planning 🗳️

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

62.24

Next council meeting date June 11th 2024

Meeting Closed.