

Minutes of the Annual Meeting of Great Burstead and South Green Village Council, held at  
South Green Memorial Hall, Southend Road, Billericay,  
on Wednesday 4<sup>th</sup> May 2011 at 7.30pm

Present:

**Councillor M Dear - Chair**

**Councillor Aly - Khan**

**Councillor Cundy**

**Councillor John Dear**

**Councillor Kelly**

**Clerk of the Council: Karen Hawkes**

**County Councillor Twitchen**

**13 members of the public**

**Press – gazette**

**11/83 Election of Chair**

Nomination received	Votes received
Councillor M Dear	4
Councillor Kelly	1
Councillor Wakelin	0

Councillor M Dear elected as chair nominated by Councillor Aly-Khan and seconded by Councillor Cundy.

**11/84 Apologies for absence**

Apologies received from Councillor Wakelin – prior engagement and Councillor Thomson – personal reasons

**11/85 Declarations of Interest**

Councillor M Dear and J Dear declared a personal interest on planning application 11/00263/TPOBAS.

Councillor M Dear stated although she knew that this was a personal interest she would not take part in the vote on this item. Councillor J Dear will also not vote on this item.

**11/86 Minutes**

It was resolved that the minutes of the 6<sup>th</sup> April 2011 were a true record of the meeting and agreed by the Council.

Proposal: to accept the minutes of 6<sup>th</sup> April 2011

Proposed: Councillor Aly-Khan

Seconded: Councillor J Dear

4 votes in favour, 1 against

**11/87 Vice – Chair**

Proposal: Councillor Aly-Khan as Vice-Chair

Proposed: Councillor M Dear

Seconded: Councillor Cundy

4 votes in favour, 1 against

**11/88 Return completed notice of registerable interests.**

Copies to be returned to the Clerk at the end of the meeting.

## 11/89 Public Participation

Issue Raised	Outcome
What are the roles of Councillors which are representatives of:	<p><u>Fairtrade</u>: promotes trade and produce of underdeveloped countries. A representative will not be appointed this year.</p> <p><u>Library representative</u>: A representative will not be appointed this year; the clerk will continue to promote the mobile library via the website and newsletter.</p> <p><u>ABL</u>: Councillors from all local councils within the Basildon Borough meet to discuss problems that are common within several councils; this is then an agenda item for the Local Council Liaison meeting held at Basildon Council once a quarter.</p>
Petition from resident in support of traffic calming to control excessive speeding in Church Street	Petition passed to Clerk Karen Hawkes. Karen to copy and return to Mrs Jameison. No update yet on speedwatch.
Bus shelters	Resident extremely disappointed at how the consultation has been dealt with by Essex County Council. All residents that were originally consulted had objected to the shelters. County Councillor Twitchen understood that the shelter had community support and that only residents within the direct vicinity were consulted. The manufacturer of the shelter believed the instruction was to manufacture and install and this was done prior to the results of the consultation. Councillor Twitchen apologised on behalf of Essex County Council. The Village Council are now to select a wooden shelter and Jayne Sumner and a highways engineer will meet with residents to agree a suitable location.

### 11/90 Bus shelter in Church Street

Village Council had a choice of 5 shelters:

Residents vote: Cropston 3, Eaton 2, Hassocks 0, Bushby 0 and Ashkirk 0

4 residents (Mr and Mrs Houson and Mr and Mrs Pickering) state for it to be recorded that they are not supportive of a shelter of any kind.

Councillors vote: Cropston, Eaton 2, Hassocks 3, Bushby 0 and Ashkirk 0

Councillor Cundy and Dear: first choice would be the Hassocks but if glass/plastic panels were an issue they would be happy with the Eaton.

Resulting from discussions regarding the existing bench it was agreed that the Cropston would not be an option as there is no seating and the existing bench would need to be removed in the near future due to its bad condition. Residents were involved in the discussion and the pros and cons of the shelters were discussed. It was resolved that the most favourable shelter would be the Newstead, although that this was not an option because the cost is higher than the shelters offered by County Council the Village Council agree to fund the £1000 extra per shelter.

Proposal: Newstead as chosen shelter and Village Council to fund the £1000 per shelter, total of approx £2000. If Newstead is not an option the second choice would be the Eaton followed by the Hassocks as third choice.

Proposed: Councillor Kelly

Votes: 5 in favour

Clerk to inform Jayne Sumner of decision, County Council to now arrange meeting with residents to arrange location of shelters. Village Council shall no longer be involved in the process of installation of the shelters.

### 11/91 Planning

Council ref 10/01342/REM – Former Billericay School Farm Site  
19 Dwellings (appeal no APP/V1505/A/11/2150288)

Councillors confirm that the objections that were minuted on 5<sup>th</sup> January form part of the objection letter to Basildon Council to form part of the appeal.

Councillor Kelly advises that the clerk contact the protest group S.O.S to confirm that they have been notified of the appeal.

Application Ref.	Address	Proposal	Decision and vote
11/00403/TPOBAS	Gobians Farm Church Street Billericay Essex CM11 2TR	30% crown thin, removal of epicormic growth and cut back overhang (T1 of TPO/07/95)	No objections
11/00354/FULL	138 Kennel Lane Billericay Essex CM11 2SU	Siting of an outbuilding in rear garden for use as physiotherapy treatment room and alterations to existing vehicular access.	1 – objection on the grounds of lack of parking 3 – no objection  No objections to be made to Basildon Borough Council
11/00263/TPOBAS	14 Redwing Drive Billericay Essex CM11 2PG	25% crown reduce Oak, remove deadwood and check for cavity work (TPO/13/77)	Councillor M Dear leaves the room, J Dear refrains from voting. 3 votes – no objections
11/00323/FULL	12 Margeth Road Billericay Essex CM12 9UT	Single storey front entrance porch	No objections

### 11/92 Community Speed Watch

PCSO Caroline Guest has informed clerk that the volunteers are covered by Essex Police Authority insurance and that training would be arranged in the near future when a speed gun can be obtained.

### 11/93 Appointment of Committees, Lead Councillors, working parties and representatives

	Currently responsible	Year 2011- 2012
Planning Committee – up to September 2011 planning applications dealt with within the meeting.	Councillor Wakelin Councillor Cundy Councillor M Dear Councillor Kelly	Disbanded until September 2011
Personnel and Finance Working Party to consider changing to a committee.	Councillor Aly – Khan Councillor Cundy Councillor M Dear Councillor J Dear	Councillor Aly – Khan Councillor Cundy Councillor M Dear Councillor J Dear  Clerk advises that Personnel and Finance should be a committee. Council agree to change from a working party to a committee. Councillor Kelly requests that it is noted that she objects to the constitution of the members of the committee
Media Working Party	Councillor J Dear Councillor Kelly	Dissolved*
Community Events	Councillor Aly – Khan Councillor Kelly	Dissolved* – any events can be brought to the full council meeting
Locality Working Party	No appointed members	Dissolved
Transport Officer	Councillor Aly - Khan	Councillor Aly – Khan
South Essex Forum	Councillor Wakelin	Dissolved
Neighbourhood Action Panel (NAP)	Not previously appointed	Councillor Aly – Khan
Bus Consultee	Mohamed Javed	Clerk to confirm if Mohamed Javed wishes to continue
ABLC	Councillor Wakelin Councillor M Dear – deputy	Councillor M Dear Councillor Aly – Khan deputy
Billericay Children’s Centre Advisory Panel	Councillor Dear	Councillor Dear
Footpaths Officer / P3	Vacancy	Vacancy needs promoting
Fairtrade	Councillor J Dear	Dissolved
Library	Councillor J Dear	Dissolved
Allotments Representative	Vacancy	Appoint Councillor Wakelin in principle. Clerk to confirm.
Local Council Liaison Meeting	Councillor Wakelin	Councillor M Dear Councillor Aly – Khan –Deputy
2 internal auditors	Councillor M Dear Councillor Cundy	Councillor M Dear Councillor Cundy

\*Proposal: to dissolve Media and Community Events working party

Proposed: Councillor Cundy

Seconded: Councillor J Dear

4 votes in favour 1 against

### 11/94 Hanging baskets

Clerk states that it has not been possible to obtain three quotations as no other nursery can offer the watering service.

Proposal: to continue with the funding of hanging baskets at a cost of £1742.34 exc Vat from Billericay Nurseries

Proposed: Councillor Kelly

Seconded: Councillor Cundy

Vote: all in favour

### 11/95 Insurance Renewal

2 quotations received: Zurich £617.72, Came and Company broker for Allianz £524.55. The only difference between the two schedules is that Zurich cover £100,000 of legal expenses and Came and Company cover £75,000

Proposal: Annual insurance with Came and Company excluding a long term contract  
Proposed: Councillor Kelly  
Seconded: Councillor J Dear  
Vote: All in favour

### 11/96 Website

Council agrees to proceed with annual renewal for Vision website Hosting and Support 04/06/11-03/06/12 £151.20. Clerk to enquire whether there is a 3 year contract with Vision.

### 11/97 Chairman's Allowance

Council agrees that there will be no Chair allowances this year but that this can be readdressed if the need arises.

### 11/98 Training

Councillor M Dear to attend Chairmans Day 1 on 6<sup>th</sup> July

Councillor Cundy would be happy to attend Data Protection Day if required.

Clerk to confirm with EALC what the agenda for the Advanced Councillor Training Day.

Approve in principal if Councillor Thomson wishes to attend New Councillor Training Day

### 11/99 Mileage rates

Proposal: Mileage rate at a cost of 45p which is the current tax free allowance.

Proposed: Councillor Cundy

All votes in favour

### 11/100 Finance

Payee / Cheque number	Details	Amount
Karen Hawkes 000547	April Salary	£446.26
Karen Hawkes 000548	Expenses – postage	£14.66
HM Revenue and Customs 000549	NI and Tax end of year	£333.86
HM Revenue and Customs 000550	NI and Tax April	£106.20
EALC 000551	Membership fee 2011/12 Last year £707.85	£733.29
Vision ICT Limited 000552	V4 Hosting and Support 04/06/11-03/06/12	£151.20
South Green Memorial Hall 000553	13 meetings (11 for this year, one outstanding and the annual village meeting 18/5/2011)	£349.00
Councillor Aly-Khan	Mileage to Great Dunmow training course 56miles @45p	£25.20
Noak Bridge Parish Council	¼ broadband and telephone	£60.78
Came and Company	Annual insurance	£524.55

Proposed: Councillor Kelly

Seconded: Councillor Cundy

All Councillors agree payments

Councillor Kelly raises concerns that the hall does not have disabled access. Councillor Dear and Cundy suggest that Councillor Kelly contact the clerk and suggest this as a future agenda item.

### **11/101 Funding Pledge Langham Hall**

Proposal: Clerk to contact Langham Hall Steering group stating that the funding pledge was made to Billericay Children's Centre, as this body has now changed to Langham Hall Trust that if funding is required a new application must be made .

Proposed: Councillor Aly-Khan

All votes in favour

### **11/102 Councillor Vacancy**

Council acknowledge Robert Chapman's resignation. Clerk has informed Basildon Council of the vacancy and a notice is displayed stating if ten or more residents contact Basildon Council requesting an election by 20<sup>th</sup> May then applications have to be made through Basildon Council. If the request is not made then the Village Council can co-opt. Clerk advises that if the vacancy is filled by co-option that this is done in July meeting to allow sufficient time for the vacancy to be advertised. Council confirm that they wish to adopt the Noak Bridge format for an application and that the notice is adopted removing the section which states 'this notice will be removed when the vacancy has been filled'. June agenda item to agree procedure if more than one candidate applies.

### **11/103 Annual Village Meeting 18<sup>th</sup> May 2011**

Councillor M Dear requests a representative of Langham Hall steering group is invited to explain their progress so far and to invite a Police / PCSO to deliver a report of interest to residents. Invite James Hendry to a future meeting. All Councillors agree.

### **11/104 Basildon Borough Council tree management.**

Concerns raised after trees were felled in Bell Hill and Beams Way with no notification to the Village Council.

Proposal: Request that Basildon Council contact the Village Council when trees are to be felled.

Proposed: Councillor M Dear

All Councillors in favour.

### **11/105 Kennel Lane**

Clerk has spoken to Basildon Borough Council who have stated that the notice goes up periodically and that if there is any traveller activity that the Village Council contact Basildon Council and the call will be diverted to the relevant planning officer, during bank holidays the Village Council will be given a different number.

Advice given by Basildon Council is to remain vigilant.

### **11/106 Future meeting dates 2011/2012**

All meetings to be held in the South Green Memorial Hall at 7.30pm

18<sup>th</sup> May 2011 - Annual Village Council Meeting

1<sup>st</sup> June 2011

6<sup>th</sup> July 2011

7<sup>th</sup> September 2011 - 6 month budget review

5<sup>th</sup> October 2011

2<sup>nd</sup> November 2011 - Council to agree projects to be funded in next years Precept

7<sup>th</sup> December 2011 - Council to agree Precept figure

4<sup>th</sup> January 2012

1<sup>st</sup> February 2012

7<sup>th</sup> March 2012

4<sup>th</sup> April 2012

### **11/107 Meeting closed at 9.55pm**