

Minutes of the Meeting of the Great Burstead and South Green Village Council,
held at South Green Memorial Hall, Southend Road, Billericay,
on Wednesday, 5 January 2011 at 7.30pm

Present: **Councillor Wakelin (Chair)**

Councillors Aly Khan, Chapman, Cundy, John Dear, Marie Dear and Kelly.

In Attendance: **Mrs. Kim Barford, Clerk to the Council**

Essex County Cllr. Twitchen

2 members of the public – (Co-option candidate, Mr. Thomson and Mr. Carter, Coxes Farm Road representative)

11/1 Chairman's Welcome

The chair welcomed those present to the meeting.

11/2 Apologies

No apologies were received.

11/3 Declarations of Interest

Cllr. Wakelin declared that he was acquainted with one of the candidates, Denise Fielding, who had submitted an application for co-option. (She was not present at the meeting). Cllr. Wakelin also stated that he was a trustee of Veolia, a company to whom the management committee for Langham Hall were submitting a funding application.

11/4 Member vacancy

The candidate present for co-option was asked if he would like to speak to members before the ballot took place. There was comment by Cllr's Marie Dear and Aly Khan that the candidates should not be considered at the meeting as the printed applications were not received by members within a sufficient time scale and outside of the statutory period of three clear days. The clerk responded by stating that it was sufficient that member vacancy was on the agenda, one application was to hand when the agenda was compiled, as relayed at the time to members by email and the clerk had stated she would circulate both together to members once the second application had been received, prior to the meeting, as had happened. No objection to such an arrangement had been relayed to the clerk or copy requested.

Debate ensued.

Cllr. Twitchen spoke and asked the clerk if her input was required regarding later items on the agenda. The clerk said yes and suggested the relevant items be brought forward and item 11/4 deferred to later in the meeting.

All members were in agreement.

11/5 Highways Matters (Item 8)

The clerk updated members regarding:

- a. Coxes Farm Road – The ECC Highways Manager, Peter Wright had confirmed that further speed surveys were planned for June 2011. Cllr. Marie Dear spoke of a recent Essex Police Burstead Neighbourhood Action Panel meeting attended by herself where it was discussed that the Village Council would support traffic calming. Cllr. Twitchen said she did not recall such discussion taking place.
- b. Grange Road – Since re-surfacing had taken place earlier in 2010 speeding had been reported by residents. No speed reduction was planned. Portable speed recording was suggested.
- c. Noak Hill Road – A letter had been sent to Cllr. Hume, Cabinet Member for Highways and Transportation requesting a reduction in the speed limit to the northern section of the road, from 50mph to 40mph. Response awaited. Members again expressed their concerns regarding the speeding that occurred.

Community Speedwatch was discussed. Cllr. Twitchen suggested training for a Village Councillor would be beneficial, which could mean the service being utilised across the parish.

11/6 South Green shopping area (Item 11)

The clerk updated members regarding:

- a. General improvements – Progress on scheme to date – The ECC Highways Officer, Mike Hicks who was responsible for the scheme had stated an objection to the installation of bollards roadside opposite the parking bays had been received. Advice was sought from Cllr. Twitchen. Debate ensued. Members were of a unanimous opinion that the bollards still be installed to improve not only pedestrian safety but also access for drivers parking in the bays. The clerk to notify Highways accordingly and members were advised it had been indicated the implementation of the entire scheme, the budget allocation for which had come from Community Initiatives Fund (Highways) 09/10, would occur in February 2011.
- b. Shop access on privately owned forecourts – Countrywide Management had stated funds, to pay for the repairs and improvements required, from service charges levied on the 7 leaseholders were starting to come through. Contractors had quoted and it was hoped the most urgent repairs, to replace missing step flags and secure loose brickwork would be

completed in the very near future. The general improvements needed to improve safety for all pedestrians would then follow. Cllr. Marie Dear said she had witnessed a pedestrian accident in December. The clerk to write and advise Countrywide.

c. Bins replacement /installation – Cllr’s Wakelin and John Dear advised the street furniture audit would take place prior to February meeting.

Cllr. Twitchen and Mr. Carter left the meeting.

11/6 (Continuation of 11/4) Member Vacancy

Debate continued. The chair, certain members and the clerk expressed apologies to Mr. Thomson, a candidate for co-option, regarding the situation.

Cllr. Aly Khan proposed just Mr. Thomson’s application be considered at the 2 February 2011 meeting of the Village Council, which was seconded by Cllr. Cundy and agreed by Cllr’s Marie and John Dear and Cllr. Chapman.

Co-option to fill the member vacancy deferred to the 2 February 2011 meeting.

11/7 Public participation session with respect to items on the agenda and other matters, which are of mutual interest.

Mr. Thomson did not wish to speak.

11/8 Minutes

Members received the minutes of the Village Council meetings of 3 November 2010 and 8 December 2010 meeting.

Regarding the 3 November 2010 minutes Cllr. Marie Dear requested that a word within item 10/135, ‘deferred’ be changed to ‘referred’ and within item 10/123 that the word ‘christmas’ precede ‘issue’ when referring to ‘The Mole’.

With the amendments made it was proposed by Cllr. Kelly, seconded by Cllr. Cundy, that the minutes be approved which was agreed by all members.

Regarding the 8 December 2010 minutes, Cllr. Marie Dear requested that the 2011/2012 budget be recorded as approved, with the update of £1,500 being moved from b/fwd to increase Village Council improvements to £11,500 included, be appended to the minutes. Cllr. Kelly proposed, seconded by Cllr. Chapman, that the minutes be approved which was agreed by all members.

11/9 Planning Application

Members considered the following application:

10/01342/REM - The Billericay School former farm site

Reserved matters in respect of the appearance, landscaping, layout and scale of a scheme for 19 dwellings (amended scheme for the southern section of the site, to replace 12 planned dwellings, in respect of which reserved matters was previously approved for the whole site under application no. 09/01083/REM

Members strongly objected to the revised scheme for the southern section of the site.

- Serious concerns were raised regarding:
- Overdevelopment
- Street scene, the appearance of overcrowding
- A reduction in access for emergency vehicles
- Further stress upon the infrastructure
- Potential increased vehicular activity and the associated impact on surrounding roads

11/10 Representation and working party updates

Members received updates from representatives and the following:

Community Events working party – No update

Finance and Personnel working party (excluding matters concerning the clerk vacancy)

Media working party – No update

11/11 Great Burstead Conservation Area Review – Site survey of Bell Tower, St. Mary Magdalene Church

Cllr. Wakelin informed members the matter was to be discussed at a Parochial Church meeting taking place on 6 January 2011. Members to be updated at February meeting.

11/12 Bus service 140 and shelters

a. Members noted the planned re-routing of the Sunday 140 service for a trial period of 12 months and requested the clerk write expressing the disappointment of the Village Council, a motion proposed by Cllr. Chapman and seconded by Cllr. Marie Dear.

b. Members noted two new shelters, the locations suggested by the Village Council in 2010, are to be installed by Essex County Council in Church Street, Great Burstead at the stops by the church. The clerk advised the neighbouring properties had not been directly consulted by the County Council and members said it would not be the responsibility of the Village Council to do so.

The proposal from Cllr. Cundy that the Village Council consider the cost of the replacement and associated installation cost of a new shelters at Maple Mead, Southend Road and at the South Green shops stop, Southend Road by the junction with Outwood Common Road was deferred.

11/13 Allotment Provision

Cllr. Wakelin updated members advising that further interest from residents had been received following the article in 'The Mole'. Members requested the clerk write to the Noak Hill Golf Course enquiring about potential land provision.

11/14 Mission Statement

Deferred to 2 February 2011 meeting.

11/15 Langham Hall and site

Cllr. Wakelin advised members a meeting of Billericay Community Trust was to be held on Wednesday, 12 January 2011 and extended an invitation to members to attend. Cllr. Kelly said she unfortunately would be unable to attend as access was not available to the venue, the Committee Room, South Green Memorial Hall. Cllr. Marie Dear, as representative would convey the views of the Village Council which was that the management committee maximise use of the Hall for all ages within the community.

11/16 Terms of Reference – Working Parties

Deferred to 2 February 2011 meeting.

11/17 Tabards

Deferred.

11/18 P3

Members received details regarding submission of work proposals and training opportunities.

11/19 Training

Members received individual copies of the EALC 2011 schedule of training courses.

11/20 Basildon District Council Correspondence

Members noted the following.

Community Safety & Housing Scrutiny Committee Agenda 4 December 2010

Community Safety & Housing Scrutiny Committee Minutes 9 November 2010

Council Agenda 9 December 2010

Development Control & Traffic Management Committee Agenda 2 November 2010

Development Control & Traffic Management Committee Minutes 19 October 2010

Development Control & Traffic Management Committee Agenda 14 December 2010

Development Control & Traffic Management Committee Agenda 16 December 2010

Development Control & Traffic Management Committee Minutes 30 November 2010

Licensing Act 2003 Sub-Committee Agenda 13 December 2010

Licensing Act 2003 Sub-Committee Minutes 10 November 2010

Overview & Scrutiny Commission Agenda 21 December 2010

Overview & Scrutiny Commission Minutes 21 April 2010

Standards Committee Agenda 7 December 2010

Standards Committee Minutes 14 September 2010

11/21 Other correspondence

Members noted the following.

Correspondence received from 7 residents

Making the Links – November 2010 and December 2010

EALC County Update December 2010

Emergency Planning & Business Continuity – Copy of powerpoint presentation at clerks

Forum plus warn and inform leaflet

11/22 Finance

a. Members approved the following payments:

Essex Pension Fund – Superannuation December 2010

Clerk – Postage, stationery, laptop bag, room hire and photocopying expenses December 2010 £45.10

Clerk – Re-imburement re 2 x print cartridges

Great Burstead PCC – Delivery of issues 6 & 7 of The Mole £100

Piggott's – 2nd 50% instalment re Christmas illuminations £705

Canon Roche Social Centre – Room hire re. clerk computer literacy and interview sessions £77

b. Members received a copy of the bank accounts reconciliation to 31 December 2010 plus Fixed Assets Register and asked litter bins be removed and external hard drives be included.

Personnel issues

Members of the public to be temporarily excluded for item 21, in accordance with s.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that “in view of the confidential nature of the business to be discussed it is in the opinion of the Council advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.”

11/23 Clerk vacancy

Members received an update with recommendations from the finance and personnel working party regarding recruitment progress and interim arrangements including handover from current clerk. Cllr M Dear appointed Acting Clerk and Cllr D Cundy appointed Acting Responsible Financial Officer

The meeting closed at 10pm.

Signed

Dated