

Minutes of the Meeting of the Great Burstead and South Green Village Council, held at  
South Green Memorial Hall, Southend Road, Billericay,  
on Wednesday 6<sup>th</sup> April 2011 at 7.30pm

Present:

**Councillor Wakelin**  
**Councillor M Dear**  
**Councillor Aly Khan**  
**Councillor Cundy**  
**Councillor John Dear**  
**Councillor Kelly**  
**Councillor Thomson**  
**Councillor Chapman**

**Clerk of the Council: Karen Hawkes**

**Councillor Gandy – Billericay Town Council**  
**Jayne Sumner – Rail Manager Passenger Transport**

**9 members of the public**

**11/65 Chairman's Welcome**

The chair welcomed those present to the meeting.

**11/66 Apologies**

Apologies received from County Councillor Twitchen.

**11/67 Declarations of Interest**

Councillor Wakelin declared a personal interest on Langham Hall Minute no 11/81, Councillors disputed whether this was a prejudicial interest. Councillors agreed to discuss this at the agenda item to allow the bus shelter agenda item to be discussed.

**11/68 Minutes**

It was resolved that the minutes of the 2<sup>nd</sup> March 2011 were a true record of the meeting, minutes signed by Councillor Wakelin.

Proposal: to accept and sign the minutes of 2<sup>nd</sup> March 2011

Proposed: Councillor Cundy

Seconded: Councillor M Dear

All votes in favour

**11/69 Public Participation**

Issue Raised	Outcome
Health checks in Billericay	Councillor Gandy updated residents and Councillors that the free health checks which were not available in Billericay have now been introduced, residents confirmed that this is being promoted by local doctor surgeries. As a result of a petition St Andrews Hospital which was under threat of closure has had new facilities introduced and shall not be closing.

<p>Bus Shelters – Jayne Sumner Essex County Council</p>	<p>Jayne Sumner stated that there are four options available to the Village Council:</p> <ul style="list-style-type: none"> <li>• Leave shelters as they are,</li> <li>• Remove the shelters altogether,</li> <li>• Move shelters and keep existing shelters,</li> <li>• Move shelters and replace with wooden shelters at no cost to the Village Council.</li> </ul> <p>Public participation continued so that residents from the area could have their opinions listened to by the Village Council and Jayne Sumner. Decision made 11/70.</p>
<p>Bus shelters</p>	<p>Residents of Church Street stated that their preference would be to have no bus shelters at all. The Village Councillors stated that residents had requested shelters at this location and it has taken several years to get funding and that removing the shelters was not an option. The Village Council asked whether the residents would be happier with wooden or the existing shelters, residents confirmed that they would be happier with wooden shelters and they would agree the location with Jayne Sumner nearer the time, as one of the current shelters is located over a water stopcock. Jayne Sumner confirmed that she would forward a copy of the bus shelter catalogue to the Village Council and the design of shelter can be agreed at the next Village Council meeting and that Jayne Sumner would confirm location with residents prior to the installation of the shelters.</p>
<p>Speeding in Church Street – resident request for a VAS sign or speed survey in this Road</p>	<p>Resident advised by Councillor Aly-Khan to obtain signatories of residents in favour of this as it would hold more weight when trying to seek funding for a VAS sign.</p>
<p>Speeding in Coxes Farm Road</p>	<p>Resident queried that Coxes Farm Road was not an agenda item Councillor M Dear reported that Community Speed Watch scheme was an agenda item and this scheme could help residents of Coxes Farm Road.</p>

### **11/70 Bus shelter in Church Street**

Proposal: Wooden shelters sited in an agreed position in consultation with nearby residents, at no cost to the Village Council.

Proposed: Councillor M Dear

Seconded: Councillor Chapman

Vote: 5 in favour / 3 against.

### 11/71 Community Speed Watch;

Clerk advised that the following criterion has to be met for the Village Council to proceed with Speed Watch:

- Minimum of 3 residents / councillors need to be trained
- 3 trained users of the equipment must go out together 1 to use the camera, 1 to have a mobile phone and 1 to write down the index number
- £200 charge for training, supply of equipment and risk assessments
- 3 locations must be agreed, Essex Police will then carry out a risk assessment to see if the location is suitable
- Speed watch must not be carried out in the dark

Proposal: Village Council to proceed with the Community Speed Watch scheme by funding the £200 the 3 locations would be Noak Hill Road, Church Street and Coxes Farm Road. (Locations can be reviewed within 6 months if the location does not meet the risk assessment carried out by Essex Police.)

Proposed: Councillor M Dear

Seconded: Councillor Kelly

All votes in favour.

### 11/72 Planning

Proposal: Delegate power to clerk to decide on planning application 11/00267/OUT as insufficient time for Councillors to view plans in the meeting.

Vote: 6 in favour / 2 against

Application Ref.	Address	Proposal
11/00287/FULL	4 Slices Gate Cottage Southend Road Billericay Essex CM11 2PX	Erect conservatory to rear (demolish existing) – no objection
11/00258/FULL	112 Church Street Billericay Essex CM11 2TR	Raised roof ridge to incorporate loft conversion with rear dormer – Village Council object as pitch of roof is too high and not in keeping with the area.

### 11/73 Finance

Santander form completed adding Clerk Karen Hawkes and changing address previous application not accepted by Santander.

Payee / Cheque number	Details	Amount
Crystal Print 000543	Annual Village Meeting flyer	£49.00
Karen Hawkes 000544	Salary March	£439.98
EALC 000545	Allotments, 2 x Law and Procedures Course	£180.00

Councillor Aly Khan owed expenses to Great Dunmow for Law and Procedures Course – deferred to future meeting as mileage rate advised by NALC is higher than that paid by the Village Council in the past.

### 11/74 Roles and Responsibilities of the Clerk, Chairman, Councillor and Council as a corporate body.

Document sent to all Councillors detailing the above, all councillors except Councillor Aly Khan who was unable to attend arrived at the meeting at 7.00pm for the clerk to explain the roles and responsibilities this was

unable to continue though as members of the public arrived. Councillors confirmed that they were all clear of their roles and responsibilities and how the decision making process must work.

### **11/75 Highway Matters – Coxes Farm Road**

Recommendation from the NAP meeting that:

Proposal: Extra bollards are installed along Grange Road on the opposite side of the road to the shops to deter cars from parking on the pavement.

Proposed: Councillor M Dear

Seconded: Councillor B Chapman

Vote: All votes in favour.

### **11/76 Billericay in Bloom**

All Councillors confirm that they are happy for Billericay Town Council to approach the Head Teachers of South Green Infants & Nursery School, South Green Junior School and St Peters Catholic Primary School to ascertain if they would like to enter the 'Best School Garden' category in the Billericay in Bloom Competition.

### **11/77 Allotments**

Councillor Wakelin updated Council of three possible locations for allotments:

a/ land off of Kennel Lane

b/ Cemetery land

c/ Land at the rear of St Peters Catholic School.

Councillors propose that:

Proposal: No enquiries are made to Basildon Borough Council to create allotments in the cemetery grounds as it would be inappropriate to have allotments near the cemetery.

Proposed: Councillor M Dear

Seconded: Councillor Cundy

Vote: 6 in favour / 2 against

Councillor Wakelin requests that the Village Council join the NSALG and consider creating a Society. Councillors state that they could make a better informed decision at a future meeting when they have heard the advice /recommendations from Karen Kenny from the NSALG at the Annual Village Meeting and a report from the Allotments training day that Councillor Wakelin attended. Clerk requested to contact residents on the waiting list to inform them of the meeting but not land owners at this stage.

### **11/78 Maintenance of flower beds at South Green Shops**

Proposal: Village Council acknowledges the efforts of Councillor Wakelin to plant the beds at South Green but confirms that he is carrying out this work as an individual and not on behalf of the Village Council. The Clerk to be asked to write to the Borough Council to confirm that the Village Council does not accept any short or long time responsibility for these flower beds, and will not be responsible for any insurance claims resulting from work carried out in these areas.

Proposed: Councillor Cundy

Seconded: Councillor J Dear

Vote: 6 in favour / 2 against

Councillor Kelly requests that the Clerk contacts the insurance company to get clarification of what the Policy covers regarding works being carried out by Councillors.

**11/79 Grass cutting in the closed churchyard.**

**Proposal:** That the Village Council takes a 'wait and see' approach to grass cutting in the closed churchyard in order to establish whether the Borough Council contract with English Landscapes will suffice.

**Proposed:** Councillor Cundy

**Seconded:** Councillor Aly Khan

**Vote:** All votes in favour

**11/80 Publicity / Raising the profile of the Village Council**

Councillors state that the clerk will be responsible for all media and documentation advertising or reporting on Village Council activities.

**11/81 Funding Pledge Langham Hall**

Clerk tried to explain how the declaration of interest flow chart works and the difference between personal interest and prejudicial interest due to the debate between Councillors, clerk was unable to explain this process.

Councillor Aly Khan requested that it is minuted that should Councillor Wakelin not leave the room for the agenda item he would report this to the Standards Board. It is the opinion of the Council that as Councillor Wakelin is a holding trustee of Langham Hall he has a personal and prejudicial interest and should leave the room and not vote on a funding pledge to Langham Hall.

**Proposal:** Item is deferred to a future meeting

**Proposed:** Councillor Khan

**Seconded:** Councillor Thomson

**Vote:** 6 in favour / 2 against

Community Fun Day / Litter Pick agenda item was not discussed

**11/82 Meeting closed at 10:10pm.**