

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> July 2011 at 7.30pm

Present:

**Councillor M Dear - Chair**

**Councillor Wakelin**

**Councillor Aly-Khan**

**Councillor Cundy**

**Councillor John Dear**

**Councillor Thomson**

**Clerk of the Council: Karen Hawkes**

**2 members of the public**

**11/125 Chairman's Welcome**

The chair welcomed those present to the meeting and stated that meetings are recorded.

**11/126 Apologies**

Apologies received from Councillor Kelly due to a prior engagement and County Councillor Twitchen.

**11/127 Declarations of Interest**

No declarations of interest received.

**11/128 Minutes**

It was resolved that the minutes of the 1<sup>st</sup> June 2011 were a true record of the meeting, minutes signed by Councillor M Dear.

Proposal: to accept and sign the minutes of 1<sup>st</sup> June 2011

Proposed: Councillor Cundy

Seconded: Councillor Aly - Khan

Vote: 6 in favour

**11/129 Public Participation**

Issue Raised	Outcome
Bus Shelters in Church Street	Compliments expressed by resident for the replaced bus shelters in Church Street.
Request Village Council have a stand at the St Mary Magdalene Church Fete	Profile awareness raising officers to consider.
2 static caravans in Coxes Farm Road located at Willoughby Farm	Clerk to contact planning enforcement officer.
Resident request that the new Big Society Fund could be used to fund a speed gun for Speedwatch.	Clerk informed resident that the Big Society grant could be used for this but due to the results of the Speedwatch risk assessments that perhaps this funding could be used on traffic calming measures.

## **11/130 Community Speedwatch**

Results of Community Speedwatch risk assessments:

**Whites Farm in Coxes Farm Road** - Not suitable no footpaths road is on the brow of the hill trees overgrown obstructing view of the gun and road is narrow, not safe for users of the speed gun.

**Grange road** – suitable outside 131a High Grove House, signs will be seen from both sides of the road and ample space to place signs no obstruction of hedges and trees. Not suitable near the shops as it is on a bend and several cars are parked around the location of the shops.

**Outward Common Road** - Not suitable no footpaths, to near the junction of Southend Road. Footpath not wide enough for signs and Community Speedwatch members to stand would create an obstruction for prams and wheelchair users.

**Kennel Lane** - suitable outside property called Jenewin only suitable for device to be pointed towards Billericay due to other direction being too close to the junction. Not suitable further up the road because of bends.

**Church Street** - Not suitable too many bends in the road device will not read speed correctly and not enough distance between bends.

**Noak Hill Road** – suitable heading towards Billericay with device outside 190 Noak Hill Road and coming from Billericay outside 195 Noak Hill Rd there is ample room for signs and pedestrians no obstructions from hedges and trees drivers will see Community Speedwatch members and no hills or bends at the proposed location.

Clerk to contact Caroline Guest to arrange risk assessments on the following roads: Southend Road at junction of Mill Road and Greens Farm Lane.

Clerk has contacted Councillor Twitchen with the results of the Community Speedwatch risk assessments expressing the Village Councils disappointment that the roads are too dangerous to carry out Speedwatch and feel that this highlights the fact that a speed reduction is needed in Coxes Farm Road. Councillor Twitchen advised that the traffic survey will be carried out later in the summer. Councillor Twitchen will report the petition from Church Street and Coxes Farm Road at a County Council meeting on the 12<sup>th</sup> July and update the Village Council at a future date.

Training for Community Speedwatch will be addressed at a future meeting as currently all residents which have volunteered cannot carry out speed checks in their road.

Purchasing speed gun - Price for the Village Council to purchase a speed gun is £856.00, it is not essential but if the camera was serviced and calibrated this would be £95.00. No other quotations could be obtained as the same supplier has to be used that supplies them to the police.

## **11/131 Co-option of the Village Councillor Vacancy**

Danny Lawrence application sent out with agenda. Danny Lawrence informed the Council of his background and interests.

Proposal: Danny Lawrence is co-opted as a Councillor but the first official meeting will be the 7<sup>th</sup> September as Danny Lawrence has not had sufficient time to read the supporting papers for tonight's meeting.

Proposed Councillor M Dear

Seconded Councillor Aly-Khan

Vote All in favour

Danny Lawrence signed the Declaration of Acceptance of Office, completed a register of interests and was given a welcome pack.

### 11/132 Planning

Clerk request that Councillor M Dear raises at the next ABLC meeting that planning applications are not being sent with the supporting plans and these can also not be viewed on – line. Clerk has been informed by planning that this is because of lack of resources to scan them onto the website.

10/01283/FULL – Village Council have been contacted by a resident regarding 10/01283/FULL planning application for Barleylands for the erection of a single storey building to be used as an assembly area and a small gift shop. The application has not been on a previous agenda, Clerk has been advised by the Borough Council that comments can still be submitted as the status of the application is pending consideration. Village Council object to the application as the building would be development on green belt land and the application is not considered permitted development of green belt land, Clerk to also state that the Village Council fear for the tourism of the area if this shop is permitted. The current craft shops within Barleylands have to meet a strict criterion of what they can sell and feel that this gift store would be unfair competition. Clerk to request from planning why the Craft outlets were not informed of the application as although they are at the same location they are a separate entity and whether they able to object to the application without their details being made available to Mr Philpot.

11/00646/FULL	6 Trinity Road Billericay Essex CM11 2RT	Conversion of detached garage to therapy room – no objection
11/00644/COND	118 Grange Road Billericay Essex CM11 2RR	Discharge condition 2 (replacement trees of 11/00024/TPOBAS)
11/00621/FULL	4 Slices Gate Cottage Southend Road Billericay Essex CM11 2PX	Single storey side extension – no objections
11/00599/FULL	Duke Of York Southend Road Billericay Essex CM11 2PR	Extension and alterations to existing public house to provide additional restaurant space – Village Council in support of the application.
11/00529/FULL	131 Noak Hill Road Billericay Essex CM12 9UJ	Single storey rear extension, first floor side extension, new porch entrance and loft conversion – no objections
11/00525/FULL	35 Crays View Billericay Essex CM12 9QX	Construction of proposed vehicular crossing and formation of hardstanding – no objections
11/00406/FULL	Bearstead Day Nursery Guildprime Business Centre Southend Road Billericay Essex	Remove 2 existing outbuildings and construct single storey nursery annexe – no objections, Village Council request that the exterior of the building is within keeping of the surrounding area and is not harmful to the street scene, Council request that there is no habitable area within the building.
11/00543/FULL	242 Noak Hill Road Billericay Essex CM12 9UX	Extension and conversion of existing bungalow into a two storey chalet – no objection.

### 11/133 Bus shelters in Church Street:

Newstead shelters have been installed in Church Street and nearby residents were consulted on the location. As a result the wrought iron bench had to be removed as it was at the location of the new bus shelters. The bench was not purchased by the Village Council and Basildon Council and Essex County Council stated that it was not their bench. Essex County Council informed the clerk that the Village Council would be responsible for moving it to another location. Due to the time scale of the new shelters being installed a location for the

bench could not be arranged and the bench was moved to the front of Councillor Wakelin's property for re-varnishing, the bench was stolen on 1<sup>st</sup>/2<sup>nd</sup> July crime ref no CF0548150711, the bench is not covered by the Village Council insurance as the bench is not owned by the Village Council and is not part of the Village Council fixed asset register. Councillor Wakelin will enquire whether his household insurance will cover the bench, concerns expressed by Councillor Cundy that Councillor Wakelin is not left in a detrimental financial position.

**Proposal:** Councillor Wakelin to explain the situation to his insurance company to see what options are available, as ownership of the bench was not accepted by Basildon Council or Essex County Council and the Village Council were informed to find a new location for the bench if the bench cannot be replaced then the bench shall be written off.

**Proposed:** Councillor Aly-Khan

**Vote:** All votes in favour

### 11/134 Poppy wreath

**Proposal:** Council to accept the request of a poppy wreath from the British Legion. Cost of £16.50 exc VAT donations welcome.

**Vote:** all in favour

### 11/135 Finance

Payments below approved by the Council and cheques signed

**Proposer:** John Thomson

**Seconded:** Councillor Cundy

**Vote:** all in favour

Payee / Cheque number	Details	Amount
Karen Hawkes 000560/000566	June Salary July Salary	£446.26 £446.06 to approve
Karen Hawkes 000562	Expenses – postage	£10.91
HM Revenue and Customs 000561/000567	NI and Tax June July	£106.20 £106.40 to approve
EALC 000563	Chairman's Day – Marie Dear	£60.00
Marie Dear 000565	Mileage to Great Dunmow	£25.20
Billericay Nurseries 000564	Hanging baskets Invoice No 1169	£432.36

b/ Audit completed on 17<sup>th</sup> June 2011, report circulated to all Councillors. Standing Orders to be reviewed prior to the next internal audit. Thanks expressed to the clerk.

### 11/136 Grant Application from Langham Hall Trust

**Proposal:** Grant application for £8000.00 to be pledged to the Langham Hall Trust with the conditions listed below:

- All the funds necessary to complete the project must be pledged before any Village Council monies are transferred to the Langham Hall Trust.
- To monitor the progress of the project the Clerk to the Village Council must be copied on the minutes of the meetings of the Langham Hall Steering Group/Langham Hall Trust.
- The Village Council reserves the right to make staged payments.
- Should the project fail for any reason, leaving any Village Council funds unspent, these funds must be returned to the Village Council.
- The Village Council must see copies of all building quotes.
- The Village Council must be supplied with a list of officers, including trustees and holding trustees, of Langham Hall Trust and the Trust's charity number.

- The Village Council must be supplied with copies of the Lease, Trust Deed, and written Constitution of the Trust.
- The Village Council states that the grant must not be used for anything other than refurbishment of Langham Hall.

Proposed: Councillor Aly – Khan  
 Seconded: Councillor J Dear  
 Vote: All votes in favour

### **11/137 Love Where you Live week**

Proposal: Village Council to purchase 4 x litter pickers, 8 x tabards (if possible with Village Council on the back), 4 pairs of protective gloves, 4 x bin liner holder. Date of Love Where you Live week to be arranged possibly end of September.

Proposed: Councillor J Dear  
 Seconded: Councillor D Cundy  
 Vote: All votes in favour

### **11/138 Basildon Borough Council Community Event (previous St Georges Housing)**

Proposal: Information event to be held on the Village Green in partnership with Basildon Council Community Housing and Essex Police. Clerk to purchase a pop-up gazebo. Agenda item for the 7<sup>th</sup> September to finalise details.

Proposed: Councillor Aly - Khan  
 Vote: All in favour

### **11/139 Mobile Phones**

Proposal: All phones to be switched off throughout the Village Council meeting.

Proposed: Councillor Thomson  
 Vote: All in favour

If a Councillor has an emergency and needs to be contactable this would be dealt with at the time, clerk to inform Councillors of the contact number of the Village Hall.

### **11/140 Public Participation Protocol**

Proposal: Village Council to adopt the public participation protocol, appendix attached to minutes. Copy of protocol to be on chairs within the meeting, the document will inform residents of the format of the meeting and what their role is within the meeting.

Proposed: Councillor Cundy  
 Seconded: Councillor Thomson  
 Vote: 5 in favour – Councillor Wakelin abstains

### **11/141 Personnel and Finance Committee**

Councillor Aly-Khan informs Village Council that the Personnel and Finance Committee met to formulate the reply to a letter received from a resident regarding access to the Village Hall and to agree Clerk will work 8 hours instead of the contracted 14 hours as time of in lieu throughout the six weeks holiday due to overtime worked since February.

Clerk has been advised by the EALC that due to the nature of the letter received by the Council and that the meeting was held excluding the press and public the letter should not be in the public domain.

### **11/142 Newsletter**

Village Council review all articles and Chairs report for the Mole, heavy gauge paper folded to A5 to be used to aid newsletter distribution.

Vote: 5 in favour – Councillor Wakelin abstains

### **11/143 Allotments**

Councillor M Dear informs Village Council that Father Swift stated that the Parochial Church Council has said the overflow car park cannot be used for allotments as the area is often used for fetes and extra parking for church events.

Mr Philpot has also stated that he cannot provide access to his land for allotments due to the new Localism Bill to be introduced by the Conservative Government.

Email received from Mr Carpenter stating that he would consider an 8 year lease with a possible continuation. Concerns expressed that the years offered for the lease have changed from 14years to 12years then 8years in different emails.

Thanks expressed to Councillor Wakelin for his research carried out so far.

Proposal: Clerk to contact Peter Carpenter to state that the Village Council will only consider a lease of 20 years at £500 per annum as the Capital expenditure that would need to be made from precept money could not be invested with an 8 years lease. No further investigations to be made until the lease on the land has been agreed. No Councillor to fill in any grant forms on behalf of the Village Council.

Proposed: Councillor M Dear

Vote: all in favour.

### **11/144 Future meeting dates**

7<sup>th</sup> September 2011

5<sup>th</sup> October 2011

2<sup>nd</sup> November 2011

7<sup>th</sup> December 2011

4<sup>th</sup> January 2012

1<sup>st</sup> February 2012

7<sup>th</sup> March 2012

4<sup>th</sup> April 2012

### **11/145 Close of meeting**

Meeting closed 10.50pm