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**Minutes of the Meeting of the Great Burstead and South Green Village Council,  
held at South Green Memorial Hall, Southend Road, Billericay,  
on Wednesday, 1 July 2009 7.30pm**

**Present:** Councillor Aly Khan (Chair)

Councillors Cundy, Kelly, John Dear, McConnell, Saunderson and Wakelin.

**In Attendance:** Cllr. Anthony Hedley, Essex CC  
Mrs. Kim Barford, Clerk to the Council  
3 members of the public

**9/52 Apologies**

Apologies were received from Cllr. Marie Dear.

**9/53 Declarations of Interest**

There were no declarations of interest.

**9/54 Public participation session with respect to items on the agenda and other matter which are of mutual interest.**

The clerk advised that further members of the public were to be joining the meeting later, the item was therefore deferred to later in the meeting, refer item 9/67.

**9/55 Minutes**

Members received the Minutes of the Council Meeting of 3 June 2009 and approved them as a true record.

**9/56 Committee Minutes**

Members received for information the minutes of the Planning Committee meeting of 3 June and the draft minutes of 17 June 2009 meeting. Cllr. Wakelin updated members on the applications considered at those meetings.

**9/57 Finance & personnel working party**

Members received an update from members of the working party concerning:

- a. Community worker - Cllr. Cundy updated members on the community workers progress since appointment. It had been requested that she liaise with community and youth services at the District and County Council and also the existing service and club organisers and was compiling a list of clubs and activities currently available.

Working party members had received her suggestions for possible events and put forward the concept of a walking group led by Gwyn Hughes of Phoenix Striders who had met with the Clerk and Community Worker, the clerk updated members accordingly.

Other events were also suggested.

Debate ensued and members enquired about associated costs. The clerk advised a nominal provision was within the budget for the current year and members agreed to the personnel and finance working party having delegated power to apportion funds subject to full costing being made available each time, for approval.

Christmas illuminations - Cllr. Cundy advised members the working party had considered the quotations provided and being mindful of costs proposed one of a selection provided by Piggotts. The scheme being to supply and fit the existing decorations now owned by the Village Council, for again, a period of 3 years, but at a substantially decreased cost.

Members were in full agreement to the proposal.

Clerk / Village Council telephone line - The item deferred to September meeting.

**9/58 Media working party**

Members received an update from Cllr. McConnell regarding the current issue of 'The Mole' and

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requested ideas and articles from members for the next issue in the autumn which would include more community reference information. It was advised that development of the website would start after the summer. The working party had suggested the style be the same for both the website and 'The Mole', members were in agreement.

Initial logo suggestions were considered, debate ensued. Further ideas from members were requested for submission to the clerk prior to the September meeting. The clerk advised the logo could also maybe be included on the village gateways, as had happened in neighbouring parishes if a design was settled upon in the near future.

### **9/59 Grass cutting - Great Burstead closed churchyard**

Members received an update from the clerk following the meeting she and Cllr. Wakelin attended with Steve Davis, Cemeteries Manager, Basildon District Council and Tony Aldridge, church warden. A map to identify the paths within the churchyard was requested from the church warden and it was agreed, that the Village Council would be responsible for the next cut.

However, a further cut had now actually been completed by the District Council. It was left that the Cemeteries Manager would contact the clerk if and when an additional cut was required which could be completed by the Village Councils appointed contractor.

### **9/60 Community Initiatives Fund (Highways)**

Members were updated on progress regarding site assessment for installation at 6 x sites plus selection of types of gateway and the 2 x vehicle activated speed signs. The clerk advised she had been contacted by an officer from Essex County Council Highways and will be meeting with him for a site assessment and will report back to members. Debate ensued regarding the siting of the gateways. It was advised to the clerk, that the VAS signs would be looked at as a separate issue at a later date. Cllr. Cundy requested that she be contacted at that time regarding the siting of the VAS sign in Kennel Lane. Cllr's. Cundy and John Dear proposed, seconded by Cllr. McConnell that the clerk be given delegated power after consultation with members to convey choice regarding style of Village Gateway signage to the County Council with the power also if she feels it necessary to be able to call an Extraordinary General Meeting. All members present were in agreement to the proposal.

### **9/61 Clerk and members report**

Barleylands access - Members received an update from the clerk. She had been in touch with the Directors at Barleylands who advised they had not yet been contacted by Mr. Kingston the other land owner, to date. A further letter will be sent.

Pedestrian crossing, Southend Road, north of Hickstars Lane - Members received an update from the clerk and correspondence received from Essex CC stating there was insufficient usage of the crossing to necessitate a pelican or crossing patrol. Members were disappointed and the chair suggested there may alternative measures, to assist in slowing the traffic flow and making the road maybe easier to cross. It was suggested to members by the clerk that the site could be considered when identifying projects to apply for funding from CIF(Highways)2009/10. Cllr. Kelly spoke of a crossing also being needed in Noak Hill Road, near the junction of Church Street. The chair requested that the matter be debated at the next meeting at which time the clerk could then contact Essex CC Highways, for assessment of the sites.

Village Council property - The clerk updated members on developments regarding the premises at 7, Grange Parade, Billericay. The agent had been in touch and advised that the property was no longer available as the owner was proceeding with letting the property to a tenant.

### **9/62 Allotments / Garden share**

Members discussed the possible need for allotments and received information regarding existing garden share schemes in other parishes. It was agreed by members that an article enquiring about possible community interest to appear in the next issue of 'The Mole'.

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#### 9/63 Financial Report

a. Members approved the following payments:

Zurich Insurance - Annual premium £675.24 (Risk assessment completed)

A. McConnell - Re-imbursment of fee paid to printer of the newsletter 'A Local Printer' £445

D. Fitzsamuel-Nicholls - Minute book binding £185

Vision ICT Website hosting & support £112.70

South Green Memorial Hall - May meeting room hire £20.25

Clerk - July salary

Community Worker - June / July salary

Great Burstead Parish Church - Summer newsletter delivery - £50

Essex CC - Superannuation June / July 2009

Essex CC - CRB check fees £77.40

Heelis & Lodge - Internal audit fee £150

Clerk - Expenses - copying, travel and stationery £47.24

Canon Roche Social Centre - Planning Committee meeting room hire 17 June £25

b. Members to receive a copy of the Bank accounts reconciliation following the meeting. The clerk advised that her queries raised with the Bank regarding erroneous charges imposed, had resulted in the charges being refunded and an ex-gratia payment being credited to the Village Council current account.

#### 9/64 South Green shopping area

The clerk updated members, no reply had been forthcoming to date from the freeholder of shops approached regarding improvement to pedestrian access, a further letter to be sent. No further information was available regarding other possible improvements including bollard replacement, cycle stands and parking.

#### 9/65 South Green

Cllr. Cundy updated members on comments received from residents regarding 2 x conifers planted on 'The Green' as part of the Essex CC tree scheme 2008/2009. Certain members were in agreement that the trees were not in keeping with the other trees planted at the time. Cllr. Kelly advised the trees were the only ones available at the end of the scheme. The chair asked the clerk along with Cllr. Wakelin enquire about possible alternatives and the associated cost.

#### 9/66 Consultations

##### a. Basildon District Draft Statement of Community Involvement

Members were requested to respond, the document is viewable at

<http://Basildon-consult.limehouse.co.uk/portal>. The consultation period closes on 8 July 2009.

**The meeting was adjourned for public participation.**

#### 9/67 Parish Paths Partnership

Members received Roy Jordan's assessment of public right's of way within the area of the Village Council plus an update from him on the training day attended with the clerk and Adam Jenkins, Essex CC. The chair proposed that Roy Jordan be appointed to which all members present were in agreement with. Discussion followed regarding the assessment and the details of PROW's in need of attention plus the workings of the Parish Paths Partnership and management of a volunteer workforce.

**The meeting reconvened.**

#### 9/68 Planning Policy

Members considered whether to formulate a Village Council planning policy. It was noted by members present that the Village Council only had powers to comment on developments within the Parish, ultimate power being with District Council. Cllr. Kelly put a case forward for such a policy. It was then proposed by Cllr. Cundy that the Village Council Planning Committee continue without a formal planning policy, to which the majority of all members present were in agreement.

**9/69 Basildon District Council Correspondence**

Members noted the following correspondence.

- Audit & Risk Committee Agenda 23 June 2009
- Audit & Risk Committee Minutes 28 April 2009
- Cabinet Agenda 24 June 2009
- Cabinet Minutes 6 May 2009
- Council Agenda 25 June 2009
- Council Minutes 21 May 2009
- Development Control & Traffic Mgt. Committee Agenda 23 June 2009
- Development Control & Traffic Mgt. Committee Minutes 9 June 2009
- Leisure & Health Scrutiny Committee Agenda 17 June 2009
- Leisure & Health Scrutiny Committee Minutes 25 February 2009
- Overview & Scrutiny Commission Agenda 18 June 2009
- Overview & Scrutiny Commission Minutes 18 March 2009
- Standards Committee Agenda 16 June 2009
- Standards Committee Minutes 20 May 2009
- Town & Parish Council Liaison meeting Agenda 30 June 2009
- Letter - Consent to erect temporary seasonal floral decorations

**9/70 Other correspondence**

Members noted the following correspondence.

Resident's correspondence

1. A communication regarding a number of matters including missing bollards (the response to this request the same as the following letter from the resident at point '3'), complaints which would be for the freeholder/management company for Grange Parade plus nuisance complaints which it was suggested they contact the Burstead Police team to report.
2. A request by a resident for speed bumps in Grange Road. The chair advised that the matter had been considered before and the emergency services had felt it unsafe in Grange Road to install speed bumps.
3. A letter from a resident, who also expressed concern about inconsiderate parking at South Green. The clerk had communicated with Highways Dept. and requested bollard replacement and enquired about additional installation in certain identified places where the verges were damaged. She would report back to members at a subsequent meeting.

The writer also wished to congratulate members on the interesting and informative format of the latest issue of the Village Council newsletter 'The Mole'.

Essex Association of Local Councils - June 2009 County update

Making the Links - June 2009

Basildon Association of Town & Parish Councils AGM Minutes (Unapproved) 18 June 2009

The meeting closed at 9.45pm.

**Signed**.....

**Date**.....