

1.

**Minutes of the Meeting of the Great Burstead and South Green Village Council,  
held at South Green Memorial Hall, Southend Road, Billericay,  
on Wednesday, 3 June 2009, starting at 7.40pm.**

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

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

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

**9/36 Apologies**

Apologies were received from Cllr. Cundy.

**9/37 Minutes**

Members received the Minutes of the Council Meeting of 6 May 2009 and approved them as a true record.

**9/38 Committee Minutes**

Members received for information the minutes of the Planning Committee meeting of 6 May 2009.

**9/39 Declarations of Interest**

There were no declarations of interest.

Members of the public to be temporarily excluded for item 9/41a, 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."

No members of the public were present.

**9/40 Finance & personnel working party**

Members received an update from Cllr. M. Dear and proposals following the meeting held in May: (Members requested and the clerk left the meeting for the first item under 'a')

a. Clerk's annual review.

(The clerk rejoined the meeting.)

Community worker.

b. Newsletter - refer item 9/42.

Prior approval of training and associated expenses - Members agreed that the Personnel & Finance working party be responsible for initial agreement of training and associated travel expense that would then be put forward for ultimate approval by the Village Council.

Village Council telephone line quotation - Members considered the BT quotation supplied and asked that the clerk obtain further quotations and provide an assessment of current usage for Village Council business.

**9/41 Media working party**

Newsletter - A copy of the summer issue was circulated to members who then received an update, from Cllr. McConnell, regarding the change of style of 'The Mole' and the appointment of new printers. Members congratulated Cllr. McConnell on the vibrancy of the new style and artwork plus the quality of the printing.

**9/42 Internal Audit 2008/2009**

Members received the Annual Return with the Internal Auditors report. The Annual Return was approved by all members present and duly signed by the Chair.

#### **9/43 South Green shopping area**

The clerk updated members on shop ownership enquiries. A land registry search had identified and given contact details for the owner of 6 Grange Parade. Members requested that the clerk write to the owner, requesting a meeting, regarding possible access improvements to the 3 x shops.

#### **9/44 Clerk and members report**

Barleylands access - Members received a note of the meeting with the Directors of Barleylands, Local Access Forum and Village Council representatives. The clerk updated members on her telephone conversation with an additional landowner whose permission would also be required if the project was to proceed. The landowner had stated that his initial thought was that he would not be in agreement to such a project but would discuss further with the Directors of Barleylands and contact the clerk again.

Christmas Illuminations - Members received quotations from 2 local contractors for various possible options. The chair requested and members were in agreement that the budget be limited to £2,000 and the matter be deferred to the Personnel & Finance working party for their consideration and then proposal at the July meeting of the Village Council. (The chair requested that it be noted that Cllr. Kelly threw certain papers following heated discussion.)

Pedestrian crossing, Southend Road, north of Hickstars Lane - Members received an update from the clerk regarding the request for a crossing patrol.

#### **9/45 Grass cutting - Great Burstead closed churchyard**

Members further discussed the question of the funding of additional grass cutting and received alternate quotations from 2 local contractors. Members approved the quotation from Swift Garden Services Ltd. for an additional cut and requested the clerk arrange a site meeting, Cllr. Wakelin and the clerk to attend, with the District Council Cemetery Manager and a Church warden to arrange a date for the work to be completed. Members to be notified of the date.

#### **9/46 Financial Report**

**a. Members approved the following payments:**

Cllr. Kelly - Mileage to and taxi expenses return re Essex Local Councils conference expenses £66

Great Burstead Parish Church - Spring newsletter delivery - £50

South Green Memorial Hall - Hall rental, 9 months to 31 March 2010 £182.25

Essex CC - Superannuation April & May 2009

Clerk - April Expenses - telephone calls, copying, travel and stationery £51.55

Clerk - May expenses - travel, stationery, land registry fees, postage £62.50

**b. Members received a copy of the Bank accounts reconciliation.**

#### **9/47 Training**

Members noted the upcoming training session available at the Essex Association of Local Councils, Statutory Planning course, Thursday 25 June 2009.

#### **9/48 Consultations**

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

Members were advised the document is viewable at <http://Basildon-consult.limehouse.co.uk/portal>. The consultation period closes on 8 July 2009 and members agreed to inform the clerk of their comments for submission by the due date..

##### **b. Basildon District Council - Public consultation, review of statement of gambling licensing policy statement.**

Members received the statement and noted the consultation period ends on 31 July 2009.

#### **9/49 Logo / ID Cards**

Members discussed the question of a logo and ID cards and agreed that the matter be deferred to the media working party.

**9/50 Basildon District Council Correspondence**

Members noted the following correspondence.

- Appeals & General Purposes Committee Agenda 19 May 2009
- Appeals & General Purposes Committee Minutes 25 March 2009
- Council Agenda 21 May 2009
- Council Minutes 22 April 2009
- Licensing Act 2003 Sub-Committee Agenda 12 May 2009
- Licensing Act 2003 Sub-Committee Minutes 22 January 2009
- Standards Committee Agenda 20 May 2009
- Standards Committee Minutes 17 March 2009

**9/51 Other correspondence**

Members noted the following correspondence.

- Essex Association of Local Councils - May 2009 County update
- Making the Links - May 2009
- Basildon Association of Town & Parish Councils Minutes (Unapproved) 21 May 2009
- Essex CC - Mobile library service timetables
- The Playing Field - Spring newsletter

The meeting closed at 9.10pm.

Signed.....

Date.....