

**Minutes of the Meeting of the Great Burstead and South Green Parish Council,
held at South Green Memorial Hall, Southend Road, Billericay,
on Wednesday, 4 February 2009, starting at 7.30 pm.**

Present: Councillor Aly Khan (Chair)

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

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

One member of the public at the start, two further members of the public joined the meeting at 7.40pm

8/181 Chairman's welcome.

The Chairman welcomed those present to the meeting.

8/182 Apologies

Apologies were received from Cllr. Saunderson.

8/183 Declarations of Interest

There were no declarations of interest.

The meeting was adjourned for public participation.

8/184 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

The member of the public who was present at the time did not wish to speak.

The meeting re-convened.

8/185 Minutes

Members considered the minutes of the 7 January meeting:

Cllr. Cundy proposed acceptance of the minutes, which was seconded by Cllr. Aly-Khan.

The minutes were approved by members and duly signed by the Chair.

8/186 Committee minutes

Members received the minutes of the 7 January Planning Committee meeting. Cllr. Wakelin stated the minutes had been approved at the Planning Committee meeting earlier that evening.

8/187 Title of the Parish Council

Cllr. John Dear proposed a change to the title of Parish Council to Town Council, under section 245 of the Local Government Act 1972. He proposed the change, as he felt members of the public were under the impression the Parish Council was a church council and it caused confusion. Debate ensued with all members present stating their views on the subject. Cllr. Kelly questioned whether a change of title would exclude the Parish from possible funding streams. Mention was also made of awaited legislation that would give the option of a different title. The clerk advised that she had not received any further information on the subject. Cllr. Wakelin suggested a vote take place subject to further information being obtained. The vote was proposed by Cllr. John Dear and seconded by Cllr. Marie Dear to change the name to a Town Council, subject to further information being obtained, 5 members approved and 2 members opposed the motion.

8/188 Clerk and members report

A written report was circulated to members with the agenda by email. The clerk read from the report and comment was made.

Allington Court - The residents had conveyed that many were annoyed by irresponsible parking at

South Green. They said it was extremely difficult for them to reach the shops in a wheelchair or mobility vehicle as the ramp across the entrance to the car park area was often parked upon. A question was also raised about the new parking restrictions, they asked what enforcement measures were in place?

Members requested that a letter be sent to Essex County Council Highways to ask that the markings be restored to define the ramp and an enquiry raised about enforcement of parking restrictions.

A member of the public who had joined the meeting after the public session asked when they would be able to speak. The chair said the session on the agenda had passed but he would adjourn the meeting again later, to give them the opportunity to speak with members.

The meeting continued.

Comment was also made by the residents about the amount of litter at South Green. The clerk had advised that cleaning is undertaken regularly by the district council but mentioned that the access area was privately owned. The chair re-iterated the point that he had spoken with Malcolm Buckley, Basildon District Council about chewing gum clearance and that a litter pick had taken place in the past and could maybe occur again with volunteers. Cllr. Marie Dear also requested that chewing gum be cleared and the chair suggested a work force be set up which could include reparation volunteers, the clerk to enquire. The residents also asked for more bins, the clerk had advised that the Parish Council were already pursuing the point. Cllr. Wakelin commented on the problem of litter and suggested more bins, Cllr. Kelly agreed and suggested some more be sited near to the benches on the Green. Cllr. Cundy commented on the possibility of a wasp problem, the clerk to research and obtain details of suitable bins that would manage the problem. Cllr. Cundy also asked the clerk to enquire about the district council emptying additional bins. The clerk to obtain brochures for Cllr. Kelly who would at the request of the chair, then enquire about possible funding sources to finance the cost.

Community Worker - The closing date was 31 January 2009, the interview panel will consider the applications and interviews to take place week commencing 16 February 2009. Cllr. Cundy proposed and Cllr. Marie Dear seconded that an Extraordinary General Meeting then take place to formalise an offer to the selected candidate.

South Green Shopping Area - Correspondence and emails from Cllr. Hedley, Essex County Council had been circulated, with the agenda, for consideration by members. The clerk gave a brief update (Cllr. Hedley was unwell and unable to attend the meeting as planned) following the meeting at the shopping area of Cllr. Hedley, Cllr. Saunderson and herself to identify the main concerns. Members agreed to defer the matter to the March meeting when it was hoped that County and District Councillors would be available to attend.

South Green sign - Numerous requests have been made, to have the renovated sign returned. The weather has now made it treacherous to erect a scaffold tower so it will be back as soon as possible.

Code of Conduct training session 28 January 2009 - It was noted that the majority of members attended the recent session, which was most informative.

The meeting was again adjourned for public participation, refer item 8/184.

Public participation session with respect to items on the agenda and other matters that are of mutual interest.

The meeting re-convened.

Essex CC Tree Planting Scheme 2009 - Application submitted to Rural Community Council of Essex for South Green hedge plants. Cllr Wakelin updated members on the possibility of planting at other identified sites, Cllr. Aly Khan spoke about the ongoing maintenance. Cllr. Kelly also spoke of other sites and requested the clerk obtain a quote from the landscape contractor who maintains the trees supplied from the 2007/2008 scheme. The clerk has already requested a quotation from Billericay

Nurseries who have in the past supplied and maintained the hanging baskets at South Green.

Website - The chair proposed to members that the style and content of the website be updated. Members discussed and agreed to research by reviewing other Parish and Town council websites, the clerk to obtain quotations for a revised site and hosting.

8/189 Proposed development of The Billericay School farm site

Outline planning permission for residential development and associated access has been granted by the Planning Inspectorate, following the appeal. Cllr. Kelly had discussed the matter with Stuart Spears, the responsible District Council planning officer who suggested that when the Parish Council are notified of planning applications for the site that it make observations and objections known at that time. Cllr. Kelly stated that it would be advantageous for the Parish if the developers included a new community facility on the site, the major concern though, still being access to the site.

Cllr's Marie and John Dear left the meeting.

8/190 Freedom of Information Publication Scheme

Members noted and resolved that the Parish Council adopt the update to the scheme. The motion was proposed by Cllr. Kelly and seconded by Cllr. Cundy who suggested that the charge be 15p per sheet for copy material provided to members of the public, which was agreed by members.

8/192 Financial Report

Members approved the following payments:

Essex Association of Local Councils course fee - How to raise the profile of your Parish £32

Alpha signs - Renovation of South Green sign £595.70

Computer maintenance CA & T Ltd. £69

Essex CC - Administration charge for superannuation December 2008 to February 2009 plus superannuation for February 2009 £154.26

Kim Barford - Standing order for payment of salary and allowances, commencing 20 February 2009

Essex CC - Standing order for payment of superannuation.

Cllr. Kelly - Expenses - travel regarding Code of Conduct training session £20

Clerk - Expenses - mileage, copying and stationery £33.12

Billericay Nurseries - removal of hanging baskets £47

b. Members received a copy of the cash book and Bank accounts reconciliation, for the 10 months to 31 January 2009.

c. A financial report detailing the progress against budget, 10 months to 31 January 2009 to follow, it was not available at the meeting.

8/193 Training

Members noted the upcoming training sessions available at the Essex Association of Local Councils. The Parish Paths Partnership, are running various ½ day sessions free of charge week commencing 23 February 2009 at Essex County Council, the clerk will be attending 2 sessions as the interim Parish Paths Partnership representative for the Parish Council.

8/194 Basildon District Council Correspondence

Members noted the following correspondence.

Appeals & General Purposes Committee Agenda 14 January 2009

Appeals & General Purposes Committee Minutes 11 September 2008

Audit & Risk Committee Agenda 20 January 2009

Audit & Risk Committee Minutes 4 November 2008

Cabinet Agenda 29 January 2009

Cabinet Minutes 4 December 2008

Council Agenda 5 February 2009

Council Minutes 4 December 2008

Development Control and Traffic Management Agenda 13 January 2009

Development Control and Traffic Management Minutes 9 December 2008

Development Control and Traffic Management Agenda 27 January 2009
Development Control and Traffic Management Minutes 13 January 2009-01-31
Housing & Community Overview & Scrutiny Committee Agenda 14 January 2009
Housing & Community Overview & Scrutiny Committee Minutes 10 December 2008
Licensing Act 2003 Sub Committee Agenda 22 January 2009
Licensing Act 2003 Sub Committee Minutes 23 September 2008
Licensing Committee Agenda 22 January 2009
Licensing Committee Minutes 4 November 2008
Overview & Scrutiny Commission Agenda 21 January 2009
Overview & Scrutiny Commission Minutes 18 December 2008
Town & Parish Council Liaison Meeting Minutes 3 December 2008

8/195 Other correspondence

Members noted the following correspondence.

Essex Association of Local Councils - January 2009 County update

Making the Links - December 2008

Essex Works - Dec 2008/Jan2009

The Essex Local Agreement 2008 -2011

Essex CC - Pension correspondence

Essex CC - Minerals and Waste Development Framework - Consultation

Residents correspondence.

Essex CC - An invitation to the Annual Civic Service, Chelmsford Cathedral 26 March 2009

The clerk suggested that commencing the 4 March 2009 meeting, general correspondence be in a file which will come to the meeting and then be for circulation after between members.

8/196 Urgent Business

Cllr. Kelly asked if the Parish Council's grant applications to the Community Initiatives Fund (Highways) had been successful, the clerk was awaiting news.

Cllr. Cundy asked if any news had been received from the PCT regarding the inequalities workshop, which she had attended. The clerk stated no correspondence had been received on the matter.

The meeting closed at 8.58pm.

Signed.....

Date.....