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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, 7 October 2009 7.30pm**

Present: Councillor Aly Khan (Chair)
Councillors Cundy, Marie Dear, McConnell, Saunderson and Wakelin.

In Attendance: Mrs. Kim Barford, Clerk to the Council
3 members of the public (1 joined later in the meeting)

9/88 Apologies

Apologies were received from Cllr's. John Dear and Kelly.

9/89 Declarations of Interest

There were no declarations of interest.

The meeting was adjourned for public participation.

A request was received to move the item, to precede item 10 (minute 9/96) refers.

Cllr. Wakelin advised members Mr. Neil Sumner would be joining the meeting later to update members regarding 17 (minute 9/103 refers).

The meeting re-convened.

9/90 Minutes

Members received the Minutes of the Council Meeting of 1 July 2009. An amendment was requested to the names of members present, Cllr. Marie Dear to replace Cllr. Kelly. The amendment was made and a proposal was made by Cllr. Cundy that the minutes be approved as a true record, which was seconded by Cllr. McConnell and then agreed by all members present.

9/91 Committee Minutes

Members received for information the minutes of the Planning Committee meeting of 29 September 2009, Cllr. Wakelin updated members on the applications considered at that meeting.

9/92 Finance & personnel working party

Cllr. Marie Dear spoke of a meeting attended by herself with Cllr's Cundy and McConnell, which Cllr. Wakelin apologised for not being able to attend.

a. Clerk / Village Council telephone line - Cllr. Marie Dear updated members on the subject, discussion ensued. Costing sheets were distributed for the installation and call charges of a business line.

For now it was requested that the clerk maintain an itemised call log to assist in evaluation of the most suitable call packages on offer and the chair concurred that it would be beneficial for the Village Council to have a dedicated business telephone line in the future.

Cllr. Marie Dear then referred to the accounts for 6 months to 30 September 2009, see item 12 (minute 9/99 refers) and requested further breakdown and re-classification, which was seconded by Cllr.

McConnell, to which all members present were in agreement.

9/93 Media working party

Members received an update from Cllr. McConnell regarding:

'The Mole': A working copy was distributed detailing two different colour ways and a choice made.

A further draft copy will be available at the November meeting.

Website development: No further information discussed.

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ID cards - The chair enquired about progress, the clerk was awaiting some members photos. Existing retained photos to be utilised and the cards to be produced in the near future by the clerk.

9/94 Community Initiatives Fund 2009/2010

It was noted that members now wished to submit two applications to the fund.

a. Zebra crossing Southend Road, north of junction with Hickstars Lane

Members discussed possible options to address the issue of safety concerns for children and those using the crossing and wished to add a project that could fund the cost of improvements to increase awareness with further markings / signage or the funding of a patrol at the crossing.

b. South Green shopping area - The plans for the already agreed project of improvement to the pedestrian areas and kerbs at South Green shopping area were not available at the meeting from the contractor who had measured the entire site but would be circulated to members as soon as received.

The clerk advised members that the contractor had also measured the separate forecourts of the doctor's surgery and each shop which was privately owned, he would then provide each with a competitive quotation, in the hope that they may be able to have that work completed, if the application was successful, at the same time.

Members to advise the clerk of their suggested options regarding the pedestrian crossing. The clerk to also discuss the matter and obtain advice from the Highways Manager. An Extraordinary General Meeting to be arranged and held prior to the end of October for final approval of both applications and to ensure timely submission for costing by Highways Dept., prior to the applications being submitted to the Community Initiatives Fund by the deadline of 6 November 2009.

The meeting was adjourned for public participation.

9/95 Public participation session with respect to items on the agenda and other matter which are of mutual interest.

Further to an attendance at the September meeting, two residents of Coxes farm Road advised members of their concerns regarding parking at school times in the vicinity of 'St. Peter's Primary School' and the speed at which vehicles were being driven along the lane in the de-regulated zone. The residents handed in a petition for onward submission to Essex County Council, requesting a reduction in speed limit for the un-restricted section of the road and a reduction to the traffic congestion around the school.

Cllr. Saunderson and the clerk had visited the area following the September meeting at the end of the school day. Cllr. Saunderson advised the width of the road north of the restricted area outside of the school was narrow and a lorry had encountered problems passing parked vehicles, photos were taken. The enforcement team from the District Council had been regularly surveying the area. The County Council had advised the road had been fully evaluated and they felt speed restriction not required in the current un-restricted section. The chair proposed and members agreed that a letter be sent from the Village Council in support of the residents petition with a request for a 30mph speed limit along the entirety of the road. The letter to go to the Cabinet Minister concerned copied to the County Councillors and the Manager of the Highway's Department and members, with copies of the photos taken and the petition document.

The meeting re-convened.

Two members of the public left the meeting.

9/96 Clerk and members report

Village gateways - Members were advised by the clerk that Essex CC had approved the logo, for inclusion on the gateway signs. A safety audit now awaited before installation take place.

Parish Paths Partnership working party - The clerk, as a volunteer had attended the first working party. 3 x way mark posts had been installed. North west corner of the cemetery, across the field to Grange Farm and on the path across the field south to the River Crouch. A total of eight volunteers have

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now come forward and Roy Jordan, footpaths officer has submitted details of future projects for approval to the PROW team at Essex CC which also include bridge repairs.

Barleylands access - The question of liability raised by an associate landowner, should an accident occur, had been raised with the Highways Manager. A response awaited, the clerk will advise members when received.

Coxes Farm Road - Cllr. Saunderson and the clerk spoke of their site visit with reference also to the public participation session. It was noted by them that the parking in the vicinity of the school did not appear to be illegal but more antisocial. Cllr. Wakelin suggested and all members present were in agreement that the Head Teacher at the school be notified by letter of the petition received from residents.

Members received a verbal update on the following meetings attended by members / clerk in the preceding month:

Town & Parish Council Liaison meeting 22 September 2009

EALC / Making the links Annual partnership event 23 September 2009.

Basildon Association of Town and Parish Councils meeting 17 September 2009

Basildon Association of Town and Parish Councils special meeting 24 September 2009

SLCC (Essex branch) meeting - 30 September 2009

Discussion ensued and Cllr. Wakelin suggested and members were in agreement that the clerk write to the Essex Association of Local Councils requesting that training be more concise, ½ days probably being sufficient with training also preferably being available more locally.

The chair spoke of his and Cllr. Saunderson's discussion with the District Councillors prior to the Town & Parish Council Liaison meeting on the subject of the closure of Langham Hall and the potential loss of a hall and community facility within the Parish.

The next item, no. 10 was brought forward in continuance of the subject.

9/97 Village Council premises.

Members received the Village Halls questionnaire templates from the Rural Community Council of Essex and discussed the option of suitable premises to include the question of the District Councils potential development for Langham Hall and Park.

The templates had been obtained at the request of the chair and vice chair following suggestions made by Sue Sheppard, Village Halls adviser, Rural Community Council of Essex that the Village Council consult the community to identify need with the potential loss of a community facility and development of the site maybe planned.

Langham Hall had closed earlier in the year with the keys now being with the freeholder, Basildon District Council and was included on the call for sites as a site of potential development. The chair had asked that the clerk write to the Estates Manager and request that the Village Council be consulted on any future plans for Langham Hall and Park. A letter was sent 28 July 2009 but no formal response had been forthcoming, a second letter to be sent requesting a response.

The clerk had however spoken with Mr. Baughan, on a couple of occasions. He had advised that discussions were at an early stage however the District Council were in agreement that the Parish needed to retain its community facilities but would not be drawn as to future plans for Langham Hall and Park.

Members were in agreement that a feasibility study be completed to ascertain whether a consultation proceed and if so to produce such a document with reference to the templates obtained. Members were in agreement that Cllr. Wakelin take the lead role and consults with the clerk.

A member of the public joined the meeting.

9/98 Christmas light switch on ceremony

Members considered whether to hold such a ceremony. The clerk updated members on her informal her discussions with shop owners and the primary school, who all felt it a good idea for the community.

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The Finance and Personnel working party had at their meeting suggested a budget of £200 to assist with the costs of such an event, all members were in agreement. Cllr. Marie Dear suggested a working party be set up to administer the event with the members being the clerk and Cllr. McConnell, who were in agreement.

9/99 Financial Report

a. Members approved the following payments:

Billericay Nurseries July maintenance of hanging baskets £455.40
Billericay Nurseries August maintenance of hanging baskets £382.95
Rural Community Council of Essex Village Halls conference £40
Viking - Print cartridge, stationery £92.84
Billericay Nurseries - September maintenance cost £382.95
Essex CC - Superannuation September 2009
Clerk - Expenses - telephone calls, 6 months to £59.51
Clerk - Expenses - McAfee internet security, mileage, copying £79.10
Swift Garden Services - Gt. Burstead closed churchyard grass cutting/maintenance £480
HMRC - PAYE 3 months to 30 September 2009

b. Members received a copy of the accounts with variance to budget for 6 months to 30 September 2009 and bank accounts reconciliation for the same period and the clerk answered members questions.

9/ 100 Training

Members considered details provided of forthcoming training events by:

a. Essex Training Partnership - various

b. Rural Community Council of Essex - Village Halls Conference 10 October 2009, the chair and the clerk to attend.

9/101 Forthcoming events / meetings

Members received the following notifications / invitations:

a. South Green Memorial Hall Mgt. Committee - Reception on 17 October 2009 following the completion of renovation of the Hall. The chair to attend with another member, the clerk to advise accordingly.

b. Billericay Town Council, Greening Campaign - An invitation to Town Council Environment Issues Working Party meetings. Cllr. Wakelin expressed interest in attending the next meeting, the clerk to thank the Town Council for the invitation and enquire about the date of the next meeting.

9/102 Consultations

Members noted the responses submitted by the clerk to the following Essex CC consultations:

a. 101 bus service, which is under threat of being withdrawn.

b. Billericay Parking Review (Phase 5) - Re. proposed restrictions at Mill Road, Grange Road and Burstead Drive, Bell Hill Close and Bell Farm Green.

9/103 Living Landscapes

Neil Sumner, Essex Wildlife Trust and chair of Mill Meadows Society updated members on 'Living Landscapes'. Cllr. Cundy proposed support of the scheme which was seconded by Cllr. Wakelin.

9/104 Basildon District Council Correspondence

Members noted the following correspondence.

Appeals & General Purposes Agenda 8 September 2009

Appeals & general Purposes Minutes 4 August 2009

Audit & Risk Agenda 29 September 2009

Audit & Risk Minutes 14 July 2009

Cabinet Agenda 24 September 2009

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Cabinet Minutes 28 July 2009
Community Safety & Housing Scrutiny Agenda 8 September 2009
Community Safety & Housing Scrutiny Minutes 10 June 2009
Development Control & Traffic Mgt. Committee Agenda 8 September 2009
Development Control & Traffic Mgt. Committee Minutes 11 August 2009
Development Control & Traffic Mgt. Committee Agenda 22 September 2009
Development Control & Traffic Mgt. Committee Minutes 8 September 2009
Development Control & Traffic Mgt. Committee Agenda 6 October 2009
Development Control & Traffic Mgt. Committee Minutes 22 September 2009
Environment & Regeneration Scrutiny Agenda 9 September 2009
Environment & Regeneration Scrutiny Minutes 9 June 2009
Leisure & Health Scrutiny Agenda 16 September 2009
Leisure & Health Scrutiny Minutes 17 June 2009
Licensing Act 2003 Sub-Committee Agenda 23 September 2009
Licensing Act 2003 Sub-Committee Minutes 27 July 2009
Licensing Committee Agenda 30 September 2009
Licensing Committee Minutes 1 July 2009
Overview & Scrutiny Agenda 23 September 2009
Overview & Scrutiny Minutes 21 July 2009
Standards Committee Agenda 15 September 2009
Standards Committee Minutes 16 June 2009
Letter regarding licensing of hackney carriages to pass a resolution to apply section 76 of the Public Health Act 1925 which would permit drivers to ply for trade at railway stations.

9/105 Other correspondence

Members noted the following correspondence.
Essex Association of Local Councils - September 2009 County update
Making the Links - September 2009
Essex Works - P3 PROW Community Action Team Annual report 2008/2009
Bus passenger news September/October 2009
SLCC - Notice of AGM 24 October 2009
Essex CC - Notification of change to mobile library service
email from resident re. noise levels and litter in the vicinity of Great Burstead cemetery
Basildon Association of Town and Parish Councils Minutes 17 September 2009 -

The meeting closed at 9.50pm.

Signed.....

Date.....