

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 April 2010 at 7.30pm

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

**Councillors John Dear, Marie Dear, Kelly, Saunderson and Wakelin**

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

**3 members of the public**

**10/1 Apologies**

Apologies were received from Cllr. Cundy.

**10/2 Declarations of Interest**

There were no declarations of interest.

Another member of the public joined the meeting.

The meeting was adjourned for public participation.

**10/3 Public participation session with respect to items on the agenda and other matters which are of mutual interest**

2 of the members of the public present commented on Coxes Farm Road.

The meeting re-convened.

**10/4 Minutes**

Members received the minutes of the Village Council meeting of 3 March 2010. An amendment was requested. The final sentence/paragraph of section 9/192 was removed, since members present agreed it represented general discussion and did not form part of the accepted resolution. It was then proposed they be approved by Cllr. Kelly, seconded by Cllr. Marie Dear and agreed by all members present.

**10/5 Committee Minutes**

Members received for information the draft minutes of the Planning Committee meeting of 3 March 2010.

**10/6 Highways Matters**

Members were updated on recent correspondence and communications concerning the following matters:

Pedestrian crossing, Southend Road north of Hickstars Lane, improvement – It was noted that the street lighting columns were currently being replaced. Renovation of the zebra crossing surface and anti skid approach zones had been deferred. This was due to the winter damage re-surfacing, taking place across the district.

Noak Hill Road, north section, pedestrian crossing facility – Members received Cllr. Hume's response and noted the Village Council is to be contacted to discuss proposals during May. The Village Council would also be required to investigate potential streams, for the funding of such a project. Concern was again expressed by members regarding pedestrian safety and it was suggested that the Village Council instigate a traffic survey and also lobby Cllr. Ball, Leader of the District Council regarding the prioritisation of local projects.

Members requested the clerk write to Cllr. Ball outlining the Village Council's concerns and investigate the cost of a traffic survey. Cllr. Kelly commented upon the current works taking place to install cycle paths alongside the road. The Village Council had received no formal notification of the works and eventual installation, which were thought to be a Sustrans project.

Coxes Farm Road, speed review – The results of the recent survey had only just been received by the Highways Dept., members to be further updated at the next meeting.

South Green shopping area, update re CIF (Highways) 2009/2010 grant application and movement of disabled parking bay – The grant panel to be meeting shortly to consider the applications. Further update at the next meeting.

As noted at the March meeting the suggestion of movement of the disabled parking bay had been supported by Highways. The cost of the change to the traffic regulation order and associated cost of the move was being considered within their 2010/2011 budget at the end of April. Further update at the next meeting.

Members were in agreement that the reporting of outstanding projects occur within the Highways Matters item each month until satisfactory conclusions reached.

2 members of the public left the meeting.

### **10/7 Billericay School former farm site development – Planning Application No. 09/01083/REM**

Members received a verbal update from Cllr. Marie Dear following her attendance with the clerk as members of the public, at the recent District Council meeting of the Development Control & Traffic Management Committee. The above application had been approved by the District Council. Members agreed that the clerk now write a letter to the Managing Director of Banner Homes requesting their support for the resurrection within the Parish of the previously listed farm buildings, drawing attention to the point that it was an opportunity for the developer to make a difference, within the community.

### **10/8 Youth shelter**

Members were updated on the claim situation which was not recoverable via the District Councils insurance and received an estimate for the cost of the repair.

Cllr. Marie Dear updated members on her enquiries regarding the identity of the delivery driver, who could not be traced and therefore proposed the motion, which was seconded by Cllr. John Dear that the Village Council pay a 50% contribution towards the cost of the repair being organised by the District Council. All members were in agreement in view of the time that had now elapsed and the current damaged state of the youth shelter that the sum of £346 plus VAT be approved for payment. The clerk to action accordingly.

Cllr. Saunderson suggested from a safety point of view that bollards be erected roadside to try and stop such an accident re-occurring. The clerk advised re-installation of missing bollards along the Grange Road side of South Green and further installation had been requested as part of the CIF (Highways) 10/11 application.

### **10/9 Langham hall and Park**

Members considered Cllr. Moore's recent letter. Cllr. Wakelin proposed, seconded by Cllr. Kelly and it was agreed by all members present that a working party comprising of themselves and Cllr's Cundy, John and Marie Dear meets up to formulate a response prior to the next meeting.

### **10/10 Review of Great Burstead Conservation Area**

Members were updated on the appraisal process to date and noted Gordon Humphries, Planning Officer would be giving a presentation at the Annual Parish meeting on 14 April 2010 when the first draft document would hopefully be available, for perusal by members.

### **10/11 Allotments**

The clerk updated members on the mandatory obligation of Municipal Authorities to provide a sufficient number of allotments (section 23 of the Small Holdings and Allotments act 1908). Members were in agreement

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that an article appears in the next issue of 'The Mole' to substantiate if there is sufficient demand. The clerk to circulate to members information received at a recent presentation she attended given by the regional officer of the National Society of Allotment & Leisure gardeners Ltd.

#### **10/12 Town and Parish Council Charter**

Members were updated on progress concerning the current review being completed by the District Council. The clerk had notified them direct of member's comments following the March meeting of the Village Council. The Basildon Association of Town and Parish Councils would now be reporting to the Town & Parish Council Liaison Committee at the 22 July 2010 meeting, any further comment could therefore be relayed on.

#### **10/13 Consultations**

Members considered the following consultations and to respond by email to the clerk within the specified deadlines:

- A. Essex CC - Cycling Framework for Essex 2010 – 2015.
- B. The Essex School Organisation Plan 2009 – 2014.

2 members of the public left the meeting.

#### **10/14 Clerks report**

The clerk verbally updated members on the following matters:

Village Councillor vacancy – No applicants as yet, members suggested a budget of £50 be made available to assist with cost of advertising in the local press. All members present were in agreement.

The next issue of 'The Mole' - The clerk advised sufficient article and photo content by Cllr John Dear and she had been produced for the summer issue. The clerk now had the software installed to complete the artwork and a draft to be available at the May meeting.

Web site – The installation of the above software had made it impossible to update the website, which was done previously with an earlier version of operating system. Members were in agreement that the clerk therefore provide a quotation from the current supplier for an up to date version with 2 further quotes from other suppliers at the next meeting.

Agenda for Annual Parish meeting – members received a copy of the agenda.

South Green hedge planting – The ground had been rotovated by the contractor. The homeowner of the adjacent property had again been consulted about the proposed planting but was now not in agreement and objected on the grounds of damage to their fence if the hedge became overgrown and loss of sightline if allowed to grow too high. Members requested that the clerk contact the Estates Office at the District Council to source advice and to enquire about the positioning the fence installed in relation to boundary lines. If information unclear members approved a budget maximum of £20 for the cost of a land registry enquiry.

#### **10/15 Financial Report**

a. Members approved the following payments:

- Viking – Stationary £69.07
- South Green Memorial Hall – Additional rental (EGM) £7
- S.L.C.C. – 2010 Annual membership £118
- HM Revenue & Customs PAYE 3 months to 5 April 2010
- Essex CC - Superannuation March 2010
- Clerk – Salary April 2010

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with the exception of E.A.L.C. – 2010/2011 Annual Membership which was deferred for consideration at the Annual General Meeting of 5 May 2010. Members requested the clerk produce a schedule of the benefits or otherwise of membership for the meeting.

**Personnel issues**

Members of the public were temporarily excluded for item 10/16, 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 remaining members of the public were present.

**10/16 Personnel**

- a. Clerk – Annual review
- b. Other matter – Members considered a draft response to a letter of reference received and it was agreed that the Personnel and Finance working party meet to further consider and formulate response for consideration by the Village Council at its next meeting.

**10/17 Basildon District Council Correspondence**

- Members noted the following correspondence:
- Audit & Risk Committee Agenda 25 March 2010
  - Audit & Risk Committee Minutes 19 January 2010
  - Cabinet Agenda 18 March 2010
  - Cabinet Minutes 11 February 2010
  - Development Control & Traffic Mgt. Committee Agenda 9 March 2010
  - Development Control & Traffic Mgt. Committee Minutes 23 February 2010
  - Development Control & Traffic Mgt. Committee Agenda 23 March 2010
  - Development Control & Traffic Mgt. Committee Minutes 9 March 2010
  - Environment & Regeneration Scrutiny Committee Agenda 10 March 2010
  - Environment & Regeneration Scrutiny Committee Minutes 11 November 2009
  - Licensing Committee Agenda 24 March 2010
  - Licensing Committee Minutes 20 January 2010
  - Town & Parish Council Liaison Meeting Agenda 1 April 2010
  - Town & Parish Council Liaison Meeting Minutes 15 December 2009

**10/18 Other correspondence**

- Members noted the following correspondence:
- Essex CC – South Essex Forum Agenda 17 March 2010
  - Essex CC – South Essex Forum Minutes 19 January 2010
  - Bus passenger news / timetables - Jan / Feb 2010
  - Audit Commission – Appt. of external auditor

The meeting closed at 9.30pm.

Signed .....

Dated.....