

**Minutes of the Annual General Meeting of
Great Burstead and South Green Village Council,
held at South Green Memorial Hall, Southend Road, Billericay,
on Wednesday, 5 May 2010, starting at 7.40pm.**

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

In Attendance: Mrs. Kim Barford, Clerk to the Council
2 Members of the public

10/19 Apologies

There were no apologies.

10/20 Election of Chair

Cllr. Wakelin was proposed by Cllr. Cundy, seconded by Cllr. M. Dear and it was by a majority vote agreed that Councillor Wakelin be appointed Chair for the year 2010/2011, in accordance with the Local Government Act 1972 and he completed and signed the Declaration of Acceptance of Office.

In the Chair, Councillor Wakelin.

10/21 Election of Vice Chair

Councillor Marie Dear was proposed by Cllr. Cundy, seconded by Cllr. John Dear and it was agreed by a majority vote, that Councillor Marie Dear be appointed Vice Chair for the year 2010/2011, in accordance with the Local Government Act 1972.

10/22 Committees or Working Parties/Membership and Representation.

Members considered requirements for committees / Working Parties, and the representation of the Council on other organisational bodies for the year 2010/2011.

It was agreed that:

Planning Committee – It was proposed by Cllr. John Dear, seconded by Cllr. Aly Khan and unanimously agreed that Cllr's. Wakelin, Cundy, M. Dear and Kelly continue as members.

Media Working Party – It was proposed by Cllr. Cundy, seconded by Cllr. Aly Khan that the working party continue, and unanimously agreed that Cllr. John Dear, Cllr. Kelly and the clerk be appointed as members for the ensuing year.

Personnel & Finance Working Party – It was proposed by Cllr. Aly Khan, seconded by Cllr. Cundy that the working party continue with 4 members, with a quorum of 3. It was proposed by Cllr. Aly Khan, seconded by Cllr. Cundy that Cllr's Kelly, Cundy, Marie Dear and John Dear be appointed members for the ensuing year.

Representation:

South Essex Forum – Cllr. Aly Khan proposed, seconded by Cllr. Kelly and it was unanimously agreed that Cllr. Wakelin be appointed representative.

Basildon Association of Town and Parish Councils – Cllr. Cundy proposed, seconded by Cllr. John Dear and unanimously agreed Cllr. Wakelin be appointed representative with Cllr. Marie Dear as deputy.

2.

Billericay Children's Centre Advisory Panel – Members unanimously agreed that Cllr. Kelly be appointed representative with Cllr. Marie Dear as deputy.

Foot paths Officer – The clerk advised members she had contacted Mr. Roy Jordan to ask if he would be keen to continue for 2010/2011. Members unanimously spoke of their support and hoped he would continue. Members to be advised of his response at the next meeting.

Fairtrade – Members unanimously agreed and appointed Cllr. John Dear as representative.

Library - Members unanimously agreed and appointed Cllr. John Dear as representative.

Allotments Officer - Members spoke of the future possible interest within the Parish and Cllr. Mary Saunderson agreed to be appointed representative which was unanimously agreed by all members.

10/23 Chair's Allowance

Cllr. Cundy proposed, seconded by Cllr. Kelly that the Chair receive a Chairman's allowance of £100, for utilisation during the year at his discretion. The sum to assist with incidental costs associated with the Village Council during his term of office. Discussion ensued. Members unanimously supported the motion which was duly approved.

10/24 Village Council meeting dates for 2010/2011

Members considered and agreed meetings for the forthcoming year be held on the first Wednesday of each month, with the exception of August, at 7.30pm and continue to be held at South Green Memorial Hall.

10/25 Declarations of Interest

There were no declarations of interest.

The meeting was adjourned.

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

The 2 members of the public present commented upon the speed survey recently undertaken by Essex County Council Highways Dept. in Coxes Farm Road.

The meeting re-convened.

10/26 Minutes

Members received the Minutes of the Council Meeting of 7 April 2010. It was proposed by Cllr. Kelly, seconded by Cllr. Saunderson they be approved as a true record and agreed by all members.

10/27 Committee Minutes

Members received for information the minutes of the Planning Committee meeting of 7 April 2010 and Cllr. Wakelin updated members on the applications considered at the earlier meeting that evening of the Planning Committee.

10/28 Highways matters

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

Village gateway signs – Members noted the recent installations. Cllr. Kelly requested enquiries be raised with Highways Dept. concerning the validity of Billericay signs within the Parish to which all members present were in agreement..

Pedestrian crossing, Southend Road north of Hickstars Lane, general improvement – Members requested the clerk enquire when the crossing markings and anti-skid surface approach areas are to be resurfaced.

Noak Hill Road, north section – pedestrian crossing facility – The clerk was awaiting contact from the Highways team as noted from Cllr. Hume's recent letter. Discussion ensued concerning the current works being undertaken by Sustrans for the installation of a cycle route alongside Noak Hill Road. The clerk advised the Village Council had not received any formal notification or approach from Sustrans. Cllr. Kelly requested the clerk make enquiries about the project to which were in agreement.

Coxes Farm Road – speed review – Members discussed the disappointing recorded results of the recent speed survey and spoke of the Village Council's support of the residents' continued efforts for the introduction of a speed limit for the de-restricted section of the road.

Members noted the resident's comments about the bad positioning of the strips and requested the residents produce a letter detailing their thoughts on the most appropriate locations, which they forward to the clerk, for onward transmission to Highways Dept.

South Green shopping area – Update re CIF (Highways) 2009/2010 grant application and movement of disabled parking bay – Members noted the clerk had been invited and agreed to attend the judging panel on 26 May 2010. Members requested the clerk enquire if Highways had now approved within their current year's budget the cost of movement of the disabled parking bay.

The 2 members of the public present left the meeting.

10/29 Church Street, Great Burstead

Members supported a request by a resident for the installation of a vehicle activated speed sign. The clerk to forward the request to Highways Dept. with a letter detailing the Village Council's support.

10/30 Youth Shelter

Members noted the completion of the repairs.

10/31 Langham Hall and Park

Members considered the draft response to Cllr. Moore's recent letter. Lengthy debate ensued.

Cllr. John Dear proposed approval of the letter to which the majority of members were in agreement,

10/32 Review of Great Burstead Conservation Area

Members considered the draft appraisal. Reference was made, following on from earlier discussion at the Annual Parish meeting, to grave stones of particular historical importance within the churchyard. It was suggested they be documented, to ensure future protection. The clerk to inform the company undertaking the review.

10/33 Consultations

a. Members noted the response to the following consultation:

Essex CC - Cycling Framework for Essex 2010 – 2015.

b. Members noted the Essex School Organisation Plan 2009 – 2014, viewable at <http://tinyurl.com/EssexSOP2009-14> had a facility for direct comment.

10/34 Media working party update

Members received a copy of the summer issue of 'The Mole' prior to print.

10/35 Website

Members considered an update of the current site and the quotations provided. Cllr. Marie Dear proposed, seconded by Cllr. Saunderson that the Village Council accept the quotation from the current provider, Vision ICT to upgrade to version 4 at a cost of £275. All members were in agreement.

10/36 Clerks report

The clerk updated members regarding:

Village Councillor vacancy – Articles had appeared in the local press but no response as yet.

South Green hedge planting – Enquiries had been raised with the property team at the District Council who approved of the re-planting. Cllr. Wakelin had supplied and with the clerk planted an initial batch of saplings.

10/37 Financial Report

a. Members approved the following payments:

P. Thomas – Tree maintenance, South Green and hedge site preparation £235

South Green Memorial Hall – Annual rental for monthly meetings £297

S.L.C.C. – 2010 Annual membership £118

Essex CC - Superannuation April 2010

Clerk – Salary May 2010

b. Members considered renewal of membership of the Essex Association of Local Councils for 2010/2011 and approval of the joint (with NALC) affiliation fee, £707.85. Debate ensued and members requested the clerk make further enquiries regarding the charging basis, training availability and cost if the affiliation not renewed along with the possibility of sole affiliation with the NALC. For further consideration at the 2 June meeting.

c. Members received a copy of the draft accounts for year to 31 March 2010, with variance to budget plus cash book and reconciliation for the year 2009/2010.

Personnel issues

Members of the public to be temporarily excluded for item 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 members of the public were present.

10/38 Personnel

Members received a copy of an information request response, which was approved by all members.

10/39 Basildon District Council Correspondence

Members noted the following correspondence:

Audit & Risk Committee Agenda 13 April 2010

Audit & Risk Committee Minutes 25 March 2010

Cabinet Agenda 8 April 2010

Cabinet Minutes 18 March 2010

Council Agenda 15 April 2010

Council Minutes 18 February 2010

Overview & Scrutiny Commission Agenda 21 April 2010

Overview & Scrutiny Commission Minutes 17 March 2010

10/40 Other correspondence

Members noted the following correspondence:

Billericay Design Statement – Thank you letter

Audit Commission – Annual return request

Making the Links – May 2010

Essex Association of Local Councils – Monthly County Update

The meeting closed at 9.40pm

Signed