



**Minutes of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 5 December 2019 at 7.30 p.m.**

Present: -

Councillor M Dear – Chair
Councillor A Boyce
Councillor B Chapman
Councillor L Cowles
Councillor S Crowe
Councillor L Thomas
Councillor J Dear

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council
1 member of the public

19/225 Apologies

Apologies were received from Councillor L Willingham (Vice Chair)

19/226 Declarations of Interest & Register of Members Interests

There were no declarations of interest received.

19/227 Minutes

The Minutes of the meeting on 6 November 2019, were received, agreed and duly signed by the Chair as a true record of the meeting.

19/228 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

19/229 Training

It was agreed at the meeting at Cllr L Cowles and Cllr L Thomas would attend the Councillor Training Day 2. Clerk to enquire about the date of the Social Media course and if possible request a Saturday training course for Cllr S Crowe.

19/230 Junction Greens Farm Lane and Outwood Common Road – 3rd Major Accident this Year

On 20th November a major accident occurred at the junction of Greens Farm Lane and Outwood Common Road. This is now the 3rd major accident at the junction this year. At the request of the Council this junction is due to be reviewed by the Local Highways Panel. Cllr M Dear contacted Cllr R Moore the Chair of the Highways Panel to keep him up to date. The Local Highways Panel's next meeting is on 27th January 2020.

19/231 Finance

The following payments were unanimously approved:

| Payee / Cheque number | Details | Amount |
|----------------------------------|---|---|
| Mylène Linwood (022333) | November 2019 Clerk salary | £616.37 £616.37 |
| Mylène Linwood (022334) | Expenses November 2019 12 x First Class Stamps Pack of DL Envelopes Purchase of new computer mouse Purchase of new computer mouse mat | £8.40 £2.00 £6.99 £3.49 £20.88 |
| Billericay Nurseries (022335) | November invoice - winter planting of: 2 beds at South Green 1 bed a Church Street | £480.00 £480.00 |
| Vision ICT Ltd (022336) | Invoice 10368 Initial invoice for upgrade of council website | £555.00 £555.00 |
| Billericay Nurseries (022337) | To apply weed killer to paved areas at South Green shopping parade | £120.00 £120.00 |
| Cllr M Dear (022338) | 1 x black printer cartridge 1 x colour printer cartridge (Approved at meeting April 2018 Minute 18/77) | £4.48 £4.48 |
| Cllr J Dear (022339) | 1 x black printer cartridge 1 x colour printer cartridge (Approved at meeting April 2018 Minute 18/77) | £4.48 £4.48 |
| St John Ambulance (022340) | Invoice SP19015270 First Aid & medical provision at Fun Day August 2019 | £129.60 £129.60 |
| Crystal Print (022341) | Invoice 21133 Printing of Village Voice Winter 2019 Edition | £253.00 £253.00 |

It was recorded that, as at 4 December 2019, the Village Council's current account held **£49,356.36**. The savings account held **£49,501.31**.

It was noted, that since the publication of the December agenda the invoice for delivery of The Village Voice was received. In order to meet the required payment period, approval was sought for immediate payment. This proposal was unanimously agreed.

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| Great Burstead PCC (022342) | Delivery of Village Voice Winter 2019 Edition | £150.00 £150.00 |
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Cash Book - The 3 monthly cash book was presented to the Council.

19/232 Planning Applications

| Planning App. Ref | Address | Planning Request | Council Comment |
|-------------------|---|---|---|
| 19/01478/FULL | 10 Trinity Close Billericay Essex CM11 2RZ | Single and tow storey side extensions and single storey rear extension. | Objection on the grounds of overdevelopment of the site |
| 19/01386/FULL | 12 Windmill Heights Billericay | Amendment to ground floor footprint and ground floor pitched roof as approved under 19/02273/FULL | Objection due to concerns with the parking |

| Planning App. Ref | Address | Planning Request | Council Comment |
|-------------------|---|---|---|
| | CM12 9QY | and addition of front porch. | |
| 19/01526/FULL | Kings Head Southend Road Great Burstead Billericay | Proposed single storey extension, new sliding folding doors, fences and feature archways. | Objection due to the following reasons. Concerns of noise pollution: the new doors allowing more noise to come from the premises. Parking: more vehicles coming to the premises will lead to more parking in the surrounding streets. Both these things will impact local residents. |
| 19/01571/FULL | 42 Beams Way Billericay Essex CM11 2NN | Single storey front extension | No objection |
| 19/01579/FULL | Gobians Farm Church Street Billericay Essex | Change of use of former stable/store to studio dwelling with off street parking, private amenity space and bin and bicycle storage | Objection due to the property being on green belt land |
| 19/01621/FULL | Gobians Farm Church Street Billericay Essex | Proposed Cart Lodges | Objection due to the property being on green belt land |
| 19/01605/VAR | 119 Grange Road Billericay Essex CM11 2RR | Variation of Condition 2 (Approved Plans) of planning permission 18/01737/FULL substituting with revised plans showing rear dormers added with obscure glazed windows to each of the approved dwelling houses | No objection |

Planning appeal with The Planning Inspectorate for planning application 19/00097/VAR

Received retrospectively to publication of the agenda. Members agreed to discuss at meeting to adhere to the comments deadline.

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| 19/00097/VAR | 67 Church Street Billericay Essex CM11 2SX | Variation of condition 1 of consent 18/00435/VAR, to increase the permitted time frame for the use of the outbuilding as primary residential accommodation from 2 years to a maximum of 5 years, from the date of the original planning permission was granted on 19 September 2017. | The Village Council continues to object with the variation 19/00097/VAR and reiterates its comments in the March 2019 Village Council Meeting (Min Ref: 19/49) It strongly objects to this variation for a number of reasons: - It considers 2 years to be an adequate time to build a suitable, habitable property; - residents are overlooked; - the business being run there creates noise; and - the garden is metropolitan green belt land The Village Council objected to the related planning application 17/00098/FULL in August & September 2017 (Min ref 17/45). Objection on the following grounds:- The application site is located within the Green Belt, over development of the site, highway safety concerns; the application site is very close to a busy bend, potential for overlooking of neighboring properties & loss of privacy & local knowledge. It is understood that permission was previously given for 2 properties to the rear of an adjoining property 1 of which has been completed and sold. |
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19/233 Draft Budget, Estimates & Precept 2020/21

Members received and considered the draft 2020/21 budget and estimates. The Chair explained that all items had been reviewed by her and the Clerk, and the estimated figures made provision for potential increases in costs going forward. The Clerk had compiled detailed spreadsheets showing both the current and estimated spends, along with income and reserves.

It is noted that the budget is a “work-in-progress” document and is reviewed on an on-going basis and could be subject to change as the year progresses.

Members then received and considered the precept for 2020/21. The Chair reported that Basildon Borough Council had indicated the Band D rate used for 2019/20 would remain the same and applied for 2020/21. The possible proposal of the Community Governance Parish Strategy, whereby more responsibilities would be delegated to parish councils was discussed. Members raised concerns that more funds would be needed to cover the costs of the new responsibilities.

A vote was held whether to hold the precept payment per household at the same amount for 2020/21. The majority voted to hold the precept at the same amount. The Band D rate of £12.15 will remain the same. The precept for 2020/21 being £30,172.58.

19/234 Footpaths on The Green, South Green

The Chair was pleased to inform Members that the repair work to the footpaths had begun this week. The Clerk will continue to make enquiries to having the step markers installed.

19/235 CCTV – South Green Parade of Shops

The Clerk has spoken with UK Power Networks and is awaiting further communication regarding the next stage of the process. The Clerk will continue to liaise with UK Power Networks to make progress with the project.

19/236 400th Anniversary Mayflower Sailing from Plymouth

Cllr M Dear and Cllr Chapman met with the Parochial Church Council to discuss the arrangements. It was decided that the decal design will be used on the front cover of the Order of Service. The Church will be holding a fete on the 27th June 2020 and the Council has been asked to hold a stall at the event. Members agreed to dress up in traditional Pilgrim Fathers costumes to mark the occasion of the 400th Anniversary. An image of the ship decoration for the celebration cake has been sent to the PCC. Cllr M Dear and Cllr Chapman will meet with the Church Council again in January.

19/237 Website Accessibility

Vision ICT have begun work on the website upgrade taking into account the feedback on design choices from Councillors following the November meeting. They have sent the Clerk a first draft, which the Clerk shared with Cllr Crowe. Currently the first draft still has a predominant colour of green. The Clerk will make a request for different colour examples that fit with the Village Council Tree Logo and share with the Council before the next meeting.

19/238 Fun Day

Cllr Cowles will update the Council on the arrangements for some of the stalls at the January meeting.

19/239 Basildon Liaison Meeting

Cllr M Dear and Cllr Boyce attend the meeting on 12 November 2019 and Cllr M Dear had circulated meeting notes to Members.

Operation London Bridge (see Minute Ref 19/37 February 2019 Village Council Meeting), the clerk was asked to email Basildon Borough Council to request a condolence book and all Councillors reaffirmed the previous decision that this would be available at Great Burstead Church.

19/240 Social Media

The latest tweet impression number has risen to 2800. It was suggested that Cllr Crowe could tweet regarding the repair work on the Green footpaths, the holding of the precept, councillors personal food bank donations and in future could tweet about the 400th Anniversary of the Mayflower sailing.

19/241 Disabled Bay – Doctors’ Surgery, Grange Road, South Green

Following communications with Cllr R Moore, Cllr Chapman was advised to contact the South Essex Parking Partnership (SEEP) regarding the faded disabled bay lines. SEEP have reviewed the disabled bay and will in due course repaint the lines, although no date for this work to take place has been provided.

19/242 Minute Book 2003-2008 and 2011-2017 Being Bound

Cllr M Dear obtained a quote from DWD Bookbinders to have the 2011-2017 Minutes bound. The cost will be £41 per bound book (one year per book is recommended). All agreed for the clerk to go ahead with the binding of the Minutes and then delivery of both 2003 – 2008 Minute book and the 2011-2017 Minutes to the Essex Record Office.

19/243 Essex & Herts Air Ambulance

It was agreed to donate £25 to the charity.

19/244 Food bank Donations

Village Councillors made personal donations, which were collected and will be delivered to the food bank by our Wellbeing Rep Cllr Chapman

19/245 Footpaths

Footpath Rep Cllr Thomas reported to the Council that two members of the public had approached two councillors informing them that horses had been seen using footpaths as bridleways. Cllr Thomas has logged the incident with Essex County Council which is responsible for public rights of way. Cllr Thomas would like to advise councillors and members of the public that such incidents should be logged via the Essex County Council website. The Village Council has no power to enforce this law.

19/246 Dates of next meetings

Listed below are dates of the monthly Village Council meetings for the beginning of 2020:
8th January, 5th February, 4th March, 1st April, 6th May, 3rd June, 1st July 2020.

19/247 Close of Meeting

The meeting closed at 8:22 pm

Minutes agreed and approved:

Signed:

Date: