



**Minutes of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 5 February 2020 at 7.30 p.m.**

Present: -

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

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

19/270 Apologies

Apologies were received from Councillor Boyce

19/271 Declarations of Interest & Register of Members Interests

There were no declarations of interest received.

19/272 Minutes

The Minutes of the meeting on 8 January 2020, were received, agreed and duly signed by the Chair as a true record of the meeting.

19/273 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

There were no items received from the public for the participation session.

19/274 Training

There were no requests received for training.

19/275 Special Constables Briefing – 13th February 2020

Cllr Chapman will attend the briefing and as agreed at the meeting will be able to claim travel costs to attend.

19/276 Finance

The following payments were unanimously approved:

Payee / Cheque number	Details	Amount
Mylène Linwood (022346)	January 2019 Clerk salary	£616.37 £616.37
Mylène Linwood (022347)	Clerk – January Expenses Mileage to deliver Village Council Minutes to Book Binders 9.9 miles @.45p per mile Stationary items: Envelopes, labels & folder Book of 12 x 1 st class stamps	£8.91 £6.47 £8.40 £23.78

Payee / Cheque number	Details	Amount
Society of Local Council Clerks (022348)	Renewal of annual membership *Amount agreed at January 2020 meeting was £40. On receipt of invoice it was realised the renewal amount was £126.00. Members agreed at the February meeting to pay the £126.00 renewal amount.	£126.00 £126.00
Cllr M Dear (022351)	Travel to attend Unauthorised Encampment Briefing – 5 th February 2020 Mileage (25 miles each way @ 0.45p per mile) Parking fee To note: Cheque 022349 cancelled due to parking charge 0.50p less than expected.	£22.50 £3.00 £25.50

19/277 Planning Applications

Planning App. Ref	Address	Planning Request	Council Comment
19/01732/FULL	9 Hickstars Lane Billericay Essex CM12 9RJ	Single-storey extensions and conversion of dwelling into 3no. 1 bedroom self contained flats with associated parking and landscaping.	Objection due to over development. The Council has concerns the neighboring properties amenities will be affected. Parking is also a big concern, as it is already a problem in Hickstars Lane and Ganel's Road.
19/01647/FULL,	Barleylands , Barleylands Road	Erection of new building at Farm Park	Objection due to the land being green belt. It is the policy of the Village Council to object to any building on green belt land.

19/278 In Memory of Cllr Linda Willingham

Cllr M Dear confirmed she had been able to discuss the Council's ideas to commemorate Linda and the family agreed with all the following ideas:

- Place a plaque to commemorate Linda's work for the Village Council on one of the benches on the green.
- That the Fun Day is renamed "Linda's Fun Day".
- There is an article in the next Village Voice.
- Notices are posted on the twitter page and website.

Cllr M Dear will order the plaque for the bench.

19/279 Shop Forecourts at South Green Parade of Shops

It was noted that no response has yet been received from the Borough Councillors.

19/280 Trees on The Green at South Green

The Billericay Tree Wardens have been assisting the Village Council with looking into replacing two dead trees on the Green and have advised the trees possibly died due to water logging. Members agreed to the replacement of the two dead trees at an estimated cost of £120 each for similar trees that would fit in with the species of the rest of the trees on the Green but also be suitable to not succumb to problems with water logging. It was noted that weeping willows would not be acceptable.

19/281 Footpaths on The Green, South Green

The Clerk updated Members that she has been advised by the Parks & Countryside Services at Basildon Borough Council the contractor who laid the new footpath would also be able to lay the step count markings but to ensure good adhesion this would be best done when the weather warms up and the ground is dry.

19/282 Litter picking

A date for a future litter pick was discussed and 28th March 2020 was decided upon.

Cllr M Dear has been in correspondence with the Billericay Litter Pickers – a local volunteer group to aim to work together and help the group advertise their litter picks.

Cllr Chapman apprised the Council about a charity ‘United in Kind’ that are also interested in getting involved with the Village Council litter pick. Cllr Chapman will look to find more information about the charity and send to Councillors.

19/283 Public consultation –Essex coast recreational disturbance avoidance and mitigation strategy supplementary planning document

It was decided the Village Council had not further response to the public consultation.

19/284 Unauthorised Encampment Briefing – 5th February 2020

Cllr M Dear and Cllr Chapman attended the briefing which was organised by the EALC.

Two police officers presented to 100 Councillors on the procedures they follow to deal with unauthorised encampments. Both Cllr M Dear and Cllr Chapman found the briefing very informative. Details of procedure and contacts should a case of unauthorised encampment occur will be sent by the EALC to the Village Clerk and will be distributed in due course.

19/285 CCTV – South Green Parade of Shops

Members received the below report detailing payments and status of the various requirements to install the CCTV.

CCTV INSTALLATION AT THE SOUTH GREEN PARADE OF SHOPS				
Action	Cost	Paid	Left to pay	Additional Comments
CCTV intallation - equipment (Clearview)	£6,399.00	£3,989.40	£2,409.60	50% paid
3G SIM Cards (Clearview)	£250.00		£250.00	
Annual Support Charge (Clearview)	£249.00	£298.80	0	Agreed at meeting - paid, start date to be agreed upon completion
Electrical and Civil Works (Clearview)	£5,592.00		£5,592.00	Work to take 3 - 4 days
New feeder pillar and extended duct (Clearview)	£1,924.50		£1,924.50	New to quote. Added January 2020. Will be on Agenda for February 2020 meeting.
Essex Highways Licence to install pole				Applied for, takes about 6 weeks
Essex Highways Section 50 Licence to run electricity	£1,056.50	£1,056.50	0	25 year license granted. Contractor to submit road opening notice to email: section50.Licenserequests@essexhighways.org
Essex Highways Road Opening Fee	£150.00	£150.00	0	Approved at April 2019 meeting
UK Power Networks	£2,553.60	£2,553.60	0	New UMC Service to be installed. Paid September 2019
Total:	£18,174.60	£8,048.30	£8,251.60	

The quote of the cost of the new feeder pillar box of £1924.50 (excluding VAT) was approved by the Village Council. The Clerk is to inform Clear View to proceed with the installation of the box.

Councillors asked the Clerk to look into the annual support charge and confirm the costs for this.

19/286 400th Anniversary Mayflower Sailing from Plymouth

The Great Burstead Church Fete is to take place on Saturday 27th June 2020 and a ceremony at St Mary Magdalene Church Great Burstead will take place on Sunday 6th September.

Local residents are making a special cake for the occasion and the Village Council will pay for the ingredients.

The Parochial Church Council is looking for volunteers to hold guided tours of the church.

The Village Council will man a stall at the fair in June and some Cllrs will dress up as pilgrims. It was also suggested that a board of the history could be displayed at the stall. Cllr Crowe to look into preparing this.

The Clerk to liaise with Billericay Nurseries to ask for descriptions or drawings of the flower display they will prepare for September as previously agreed.

19/287 75th Anniversary of VE Day 8 – 10th May 2020

It was decided the Clerk would create a note incorporating the VE Day logo to display on the Village Council website homepage to mark the occasion.

19/288 Website Accessibility

The next round of versions of logos and colour scheme as requested at the January meeting were provided by Vision ICT and discussed. Feedback to be passed on to Vision ICT by the Clerk and once changes have been made, to provide the Councillors with the link to the demo website.

19/289 Fun Day

The need for a lead organiser of the Fun Day was discussed and Cllr Crowe agreed to be the point of contact with other Cllrs also helping with arrangements.

19/290 Social Media

The Village Council Twitter page has had a high increase of profile visits and now has 30 followers. The top tweet was the new paths on the Green. Future tweet suggestions were: Litter pick date, calendar of events for the 400th Anniversary Mayflower Sailing, tree replacements on the Green.

Cllr M Dear to provide Cllr Crowe with commemorative wording on Cllr Willingham to put on the page.

19/291 Dates of next meetings

Listed below are dates of the monthly Village Council meetings for the beginning of 2020:

4th March, 1st April, 6th May, 3rd June, 1st July 2020.

19/292 Close of Meeting

The meeting closed at 8:33 pm



Minutes agreed and approved:

Signed:

Date: