



**Minutes of the Great Burstead and South Green Village Council,
held as a virtual meeting via Zoom
on Tuesday 1 September 2020 at 7:00 p.m.**

Present: -

Councillor M Dear – Chair
Councillor B Chapman
Councillor L Cowles
Councillor J Dear

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

20/22 Apologies

Apologies were received from Cllr Crowe

20/23 Declarations of Interest & Register of Members Interests

There were no declarations of interest received.

20/24 Minutes

The Minutes of the meeting on 4 March 2020, were received, agreed as a true record of the meeting. The Chair is to sign the Minutes after the meeting.

The Chair requested the meeting notes from the virtual meetings the Village Council held from April – July 2020 should be uploaded to the website for the public to access. All members agreed.

20/25 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

No members of the public requested to join the video call.

20/26 Training

There were no requests received for training.

20/27 Finance

The following payments were unanimously approved:

Cheque No	Month	Cheque	Payee	Description	Invoice No.	Invoice Date	Amount
N/A	August	Standing Order	Mrs M Linwood	Clerk Salary July 2020			£616.37
022381	September		Billericay Nurseries	Flower bed watering in July 2020	20704	31 st July 2020	£230.40
022382	September		Vision ICT	5 hosted emails Oct 2020 – Sept 2021	11795	1 st August 2020	£151.20
Payment deferred	September		Essex Highways	Christmas Lights 2020 Application Fee			£50.00

N/A	September	Standing Order	Mrs M Linwood	Clerk Salary August 2020		£616.37
022383	September		Mrs M Linwood	Clerk Expenses July 2020		£7.00
				Total Payments		£1671.34

It was noted by the Clerk that Essex Highways have advised new payment information will be sent to process the Christmas Lights application. Members agreed the Clerk could proceed with the £50 payment when the instructions were received.

20/28 Planning Applications

Planning App. Ref	Address	Planning Request	Comments
20/00930/FULL	Dove Cottage, 6 Noak Hill Rd	Change of use from a family centre (Use Class D1) to use as a single residential dwelling house (Use Class C3) and the erection of two dormer windows.	No objection
20/00947/FULL	31 Church Street	First floor rear extension and integral garage conversion	No objection
20/00969/FULL	132 Grange Rd	Two storey side extension, single storey rear extension with a porch addition to the front. Conversion of the garage into habitable space.	OBJECTION due to concerns of over development of the site and lack of parking. The Village Council also note there seem to be Velux windows in the roof but these are not referenced in the proposal.
20/00979/FULL	22 The Redinge	Loft conversion incorporating two front dormers (Resubmission 20/00513/FULL)	No objection
20/00961/FULL	114 Kennel Lane	Demolish existing conservatory and construct single storey rear extension and first floor rear/side extension.	No objection
20/01002/FULL	140 Kennel Lane	Proposed single storey rear extension	No objection
20/00978/FULL	12 Hickstars Lane	Construction of a detached outbuilding within rear garden, including raised ground level and new boundary wall.	OBJECTION on the grounds the proposed build would be over development of the site and there are also concerns the outbuilding height looks excessive, and would over look neighboring rear windows.

Planning Appeal Notice:

It was noted that the Village Council does not have record of being consulted on the below planning application. The Clerk is to make enquiries with the Basildon Council Planning department to ask if the Village Council can make a comment during the appeal process.

20/00314/FULL	5 The Swallows	First floor rear and side extension
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20/29 Land a Kennel Lane

The Clerk updated members on the latest communication with the developers and it was agreed Cllrs M Dear and Cowles along with the Clerk would take part in a video call with the developers to put forward concerns and questions regarding the proposed building plan.

20/30 Government Planning Consultation:

The Clerk is to compile the response from the Cllrs comments and observations of the changes to the planning procedure proposed in the consultation document. As set out below:

Great Burstead and South Green Village Council have reviewed the 'Planning for the future' proposal document and wish to respond with the following comments:

- 1) It was felt that clarification is needed on where Parish Councils would be considered within the proposed streamlining of the planning consultation process. The Village Council believe it is very important local people should be consulted on building plans within the area they live in. The sharing of local knowledge can be vital to ensure any new builds are acceptable to the surrounding area and therefore a success.
- 2) Concerns were expressed that the infrastructure levy will not help with more affordable housing
- 3) In an area where there is a significant amount of Green Belt land, Great Burstead and South Green Village Council has a long standing rule to protect and object to building on Green Belt land. It would therefore have serious concerns on the relaxation of restrictions on Green Belt land.
- 4) The Council would likewise have serious concerns to the change of building regulations on Listed Buildings and believe these regulations should not be changed.
- 5) It was noted that there was no mention within the document of the danger of blurring of settlements. It is believed more attention should be given to this, to allow villages and towns to retain their character.

20/31 Annual Governance and Accountancy Return Audit 2019/20

The Village Council's audit documents have been sent to the external auditors PKF Littlejohn for review.

20/32 Grants for the Thursday Club and the Senior Apartments within the Parish:

Members were in agreement with the draft version of grant proposal letter and request the Clerk send the letter out. Cllr Chapman had been making enquires if any other groups within the parish would be eligible to receive the grant. Some further research will be done to see if one other group could be offered the grant.

20/33 EALC AGM:

The EALC AGM is taking place via video call on 24th September at 10am. Unfortunately, no Cllrs are able to join the meeting on this occasion.

20/34 CCTV – South Green Parade of Shops:

UK Power Networks have confirmed the power supply has now been installed, this had been delayed due to the COVID-19 lockdown. The Clerk has been in communication with ClearView to arrange a date for the installation of the CCTV equipment to commence. It was discussed how the camera footage would be accessed in the event it was needed and it was decided that the Clerk, Cllr M Dear, Cllr Chapman and Cllr Cowles would all have access. The Clerk will make arrangements for training on how to use the system and for the software to be downloaded.

20/35 Christmas Lights:

The necessary application forms and approvals have been applied for to organise the Christmas Lights at the South Green parade of shops. The £50 application fee is to be sent to Essex County Council.

The proposed dates for the Christmas lights to be switched on are: 20 November 2020 - 4 January 2021

20/36 Website upgrade:

The link to the new website was circulated to Members. The website is almost ready to go live and just requires a few further checks before the final switch over.

20/37 Social Media:

Suggestions were made to add the following to the Village Council Twitter page:

- latest update on the progress of the CCTV project
- Christmas lights

20/38 Next meeting:

Tuesday 6th October 2020 via Zoom

At present it is still not possible to organise in person Village Council meetings due to COVID-19 restrictions. Meetings will to be held via Zoom video call on the first Tuesday of each month.

When it is possible to meet in person again, meetings will resume at the South Green Memorial Hall on the first Wednesday of each month.

20/39 Close of Meeting

The meeting closed at 7:47 pm



Minutes agreed and approved:

Signed:

Date: