



**Great Burstead and South Green Village Council**  
**Video Conference Meeting Notes**  
**(due to Coronavirus Pandemic (Covid-19))**  
**Tuesday 5 May 2020 at 7:00p.m.**

**Participants:** -

Councillor M Dear – Chair  
 Councillor A Boyce  
 Councillor B Chapman  
 Councillor L Cowles  
 Councillor S Crowe  
 Councillor L Thomas  
 Mrs Mylène Linwood, Clerk & RFO to the Village Council

**ITEMS DISCUSSED:**

**May Payments:**

Month	Cheque	Payee	Description	Invoice No.	Invoice Date	Amount
<b>MAY</b>	022365	Came & Company	Village Council Insurance renewal	4198523	24/04/20	£611.77
	022366	Mrs M Linwood	Clerk Salary April 2020			£616.37
	022367	Mrs M Linwood	Clerk Expenses April 2020			£15.14
	022368	Mrs M Linwood	Clerk Home working allowance 2019 Q4			£150.00
	022369	Mr J Rose	Monetary donation to Billericay Food Bank			£250.00
			<b>Total Cheques</b>			<b>£1643.28</b>

**Village Council Finance Signatory:**

All members were in agreement that for Cllr S Crowe to become the third signatory to the Village Council's Bank Account. The Clerk and current signatories to complete the necessary bank forms.

**Planning Applications:**

Cllrs agreed over email with the following comment.

Planning App Ref	Address	Planning request	Council Comment
20/00416/FULL	18 Patricia Gardens Billericay	Loft conversion incorporating a rear dormer and 2no. front rooflights - 18 Patricia Gardens Billericay Essex CM11 2QR	No objection

**Fun Day:**

The date for the Fun day in 2021 was confirmed as Sunday 29<sup>th</sup> August 2021.

Following the previous agreement with Sunshine events to carry forward the deposit paid to the 2021 event, they requested the balance of payment in February 2021 and all members accepted this requirement.

**Food Bank:**

All members were in agreement with the Village Council making a monetary donation of £250 to the Billericay Food Bank.

**Fruit boxes to South Green Junior School & St Peter's Catholic Primary School:**

All members were in agreement to making a monetary donation of £100 each to schools to purchase fruit boxes for the staff and children of key workers attending school during the COVID-19 pandemic.

**Village Voice:**

Ideas for articles to include in an online version of the Village Voice were discussed and included the following: foodbank donation, schools fruit box donation, Cllr Chapman's work for the foodbank, thank you to retailers for their work during the coronavirus pandemic, trusted coronavirus information websites, foodbank contact details, Cllr Willingham's sad passing, cancellation of Fun Day and advice that residents should contact the clerk with any concerns they wish raised at virtual meetings. Cllr M Dear to create a poster for noticeboards advising about virtual meetings and that residents should contact the clerk to raise issues. If Cllrs have any further ideas they can email them to Cllr J Dear. If feasible the newsletter will be put on the notice boards for all residents to see, as door to door distribution will not be possible at present.

**Lead Planning Councillor:**

It was agreed by all member that Cllr Cowles would take the role as Lead Planning Councillor. When the EALC has Planning training courses available arrangements will be made for Cllr Cowles to attend or participate online.

**Next video meeting:**

Tuesday 2<sup>nd</sup> June 2020

Clerk to confirm subscription to Zoom Pro and distribute new meeting link to Councillors.