



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

Participants: -

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

July Payments:

Month	Cheque	Payee	Description	Invoice No.	Invoice Date	Amount
	022375	Mrs M Linwood	Clerk Expenses June 2020			£69.78
	022376	Mrs M Linwood	Clerk Home Working Allowance Q1			£150.00
	022377	Mrs M Linwood	Clerk Salary June 2020			£616.37
	022378	Billericay Nurseries	Weeding, planting & watering in June	20107	1 st July 2020	£827.71
			Total Cheques			1663.86

The Cash Book was distributed to all Councillors for 3 monthly review prior to the video meeting.

Planning Applications:

Cllrs agreed over email with the following comments:

Planning App Ref	Address	Planning request	Council comment:
20/00470/FULL	32 Mill Road Billericay Essex CM11 2SF	Conversion of existing bungalow into a chalet, demolish existing garage and proposed single-storey rear extension -	No objection
20/00493/FULL	20 Tyrone Road Billericay Essex CM11 2RU	Demolish conservatory and construct single storey rear extension -	No objection
20/00566/FULL	21 Mill Road Billericay CM11 2SF	Increase in ridge height to enable rooms in roof together with side and rear extensions. -	No objection
20/00604/FULL	21 Bell Hill Close Billericay	Single storey rear extension -	No objection

	Essex CM12 9FS		
20/00702/FULL	10 Noak Hill Close Billericay Essex CM12 9UZ	Demolish existing dwelling and construct 1no 4-bed two-storey house -	No objection
20/00730/FULL	205 Noak Hill Road Great Burstead Billericay Essex	Demolition of existing dwelling and attached garage and construction of 1no 5-bed two- storey house plus accommodation in the roofspace and a detached double garage to the front -	No objection

Annual Governance Statement 2019/20:

The Annual Governance statement has been reviewed and signed by the Chair and the Clerk. (Due to the current COVID-19 pandemic restrictions it has not been possible to sign the statement within a Council Meeting and the Village Council continues to be under devolved powers of the Clerk and the Chair.)

Annual Governance and Accountancy Return Audit 2019/20:

The Clerk sent all the necessary documents for the Annual Governance and Accountancy Return to the internal auditor Heelis & Lodge for review. The internal audit had since been completed and the full report has been emailed to Members. The report had two recommendations:

- 1) Proper book-keeping: Include un-presented cheques under payments in cash book. (Un-presented cheques total sum: £13,150.34)
- 2) Risk Assessment: To register with the ICO for Data Protection in light of GDPR legislation.

400th Anniversary Mayflower Sailing from Plymouth:

The Chair updated Members that the PCC will be meeting on 14th July 2020 to make a decision to cancel the celebration planned for 6th September 2020 and look to rearrange the event in 2021.

The secretary will inform the Chair of their decision.

Billericay Nurseries:

Resumption of work:

On the 18th June 2020, Billericay Nurseries recommenced work on the flower beds at South Green and Church Street. Billericay Nurseries noted that there were a considerable amount of weeds to remove which involved longer work hours billed.

Vandalised Flower Bed:

The Clerk was informed by Billericay Nurseries that some flowers were pulled out of the flower bed in South Green. It is suspected this was done on the evening of Thursday 25th June 2020.

The problem of the flower beds being vandalised was discussed and everyone expressed how very sad it is that this sort of thing occurs and unfortunately has also occurred in the past.

It was decided by Members that should anything like this happen again, the incident should be reported to the Police as vandalism, and also that it was not sensible to replace the flowers.

Grants for the Thursday Club and the Senior Apartments within the Parish:

The idea of providing these organisations grants for a post-lockdown activity such as an outing or afternoon tea was discussed by the Council. Everyone was in agreement that it was a nice idea and would just require a some thought as to how best to offer the funds.

The Chair and the Clerk are to contact the relevant Residents Associations and Club secretary and report back to the Council.

Cllr Chapman suggested offering the same to some other organisations within the Parish. The Clerk requested that Cllr Chapman compile a list of the possible organisations and this will be included as an item on the next meeting agenda.

2020 Christmas Lights:

Clerk advised Members that Christmas Illuminations had confirmed the cost would be the same as last year. This is due to a rolling 3 year contract and the price will be reviewed next year.

The Clerk is now to apply for the license.

Website upgrade:

The Clerk is awaiting to hear from Vision ICT when the new site can go live.

August Virtual Meeting:

The Council agreed to continue to review and share comments on Planning Applications over email.

Currently it was felt that a meeting in August may not be necessary but the Clerk will advise in the coming weeks if anything arises that needs to be discussed before the next meeting in September.

Next Meeting

1st September 2020 (Unless the Clerk advises additional meeting required)

Update from St Mary Magdalen Church:

Cllr Chapman shared with everyone that the church has now reopened for private prayer on Tuesday afternoons between 2-4pm

Cllr Chapman also noted that a nail had come loose on the Great Burstead Notice Board which he would repair and the members thanked him for taking care of this. The Chair explained to members that the sign is owned by the St Mary Magdalen Church.

Memorial plaque for Linda Willingham:

The memorial plaque has been prepared and Linda's family wish the Village Council to install the plaque with a remembrance ceremony when it is safe to do so.