

Minutes of the Meeting of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 5th March, 2014 at 7.30 p.m.

Present:-

Councillor M. Dear - Chair
Councillor Henderson
Councillor Knight
Councillor Willingham

Also in attendance:-

Martin Ainscough – Clerk to the Council
13 Local Residents

14/36 Apologies

Apologies for absence were received from Councillor Cottle due to a prior engagement, Councillor J. Dear who was unwell and Councillor Hooker who was away in Japan. County Councillor Twitchen also sent her apologies due to a speaking engagement in Greece and PC Sharpe was unable to attend due to operational matters.

14/37 Declarations of Interest.

There were no declarations of Interest.

14/38 Minutes.

The Minutes of the Meeting of 5th February 2014 were recorded as a true record and signed by the Chair subject to the following amendments:-

Minute 14/26 Outdoor Gym Equipment

Line 3 to be amended to read as follows: - “The Clerk informed the meeting that a letter of objection to this proposal had subsequently been received from a resident of Grange Road.” Line 7 to be amended to read as follows: - “. It was noted the resident could not attend the meeting”

Minute 14/30 Langham Hall – Update.

Line 2 to be amended to read as follows: - “Billericay & Wickford District Scouts Association”.

14/39 Public Participation.

Land at Church Street & Noak Hill Road	Mr Armour a resident of Church Street spoke about his objection to a proposal to build a total of 8 residential properties at this location. He was advised to put his objection in writing to Basildon Borough Council when the formal planning application was received regarding the proposed development. The meeting was also informed that the Village Council’s response to this proposal was to make no comment at this stage and wait until a formal consultation request was received from Basildon Borough Council at which time it would be considered.
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Basildon BC Core Strategy	A number of general questions from local residents were received relating to the Core Strategy document. The Council advised them all to put their questions/concerns/objections in writing by completing the response form and returning them to Basildon BC within the set consultation deadline.
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14/40 Litter Working Party Update

It was noted that the first litter pick of the year would take place on Saturday 5th April – 10.00 – 12 noon. Volunteers to report to the South Green Memorial Hall. There was a need to advertise the event on the Village Council noticeboards and website as well as the shops to give residents plenty of prior notice.

14/41 Essex Association of Local Councils.

There were no matters to report. The Clerk was though requested to contact the EALC to ascertain the timetable for the submission of the various awards that the EALC make on an annual basis.

14/42 Association of Basildon Local Councils – Information.

There were no matters to report.

14/43 Grant Application – South Green Memorial Hall Trustees.

The meeting considered a grant application from the South Green Memorial Hall Trustees in respect of expenditure incurred in redecorating the hall following emergency repairs to the flat roof extension as a result of the recent bad weather. It was noted that the Council could only approve funding for capital works under the terms of the Council's Grant Scheme.

It was not clear however, what the funding would be used for so consideration of the application was deferred until the next meeting in April pending further information being received from the applicant.

14/44 A. Planning Applications

14/00115/FULL	151A Noak Hill Road, Billericay,	Proposed single storey rear extension including alterations to roofs and kitchen and family room.	No Objections
14/00173/FULL	7 Noak Hill Close Billericay	Single storey rear extension	No Objections
14/00122/FULL	10 Lorraine Close Billericay	Extend existing gable roof and rear dormer add new dormer to front and new porch	No Objections
14/00049/FULL	1 Kings Way, Billericay	Proposed detached garage	No Objections

14/44 B. Core Strategy

The meeting revisited its formal response to the Basildon Borough Council Local Plan Core Strategy and in addition to the holding response submitted following the February meeting resolved to add to it as follows:-

In addition to the previously submitted response the Great Burstead and South Green Village Council particularly objects to the following sites:

PADC13 (land in the parish of Great Burstead and South Green Village Council)

*SHLAA SS0198 - thatched cottage and land to the rear of thatched cottage, Southend Road.
SHLAA SS0307 Southend Farm, Southend Road, South Green, Billericay.
These proposed developments will exacerbate the lack of infrastructure mentioned above.*

SHLAA SS0524 Snails Hall, Greens Farm Lane, Billericay

Although this land is in the Billericay Town Council Parish, the roads surrounding Snails Hall Farm are in Great Burstead and South Green parish. Snails Hall is on the boundary of Great Burstead and South Green Village parish where Greens Farm Lane and Outwood Common Road meet. This is a junction that gets gridlocked, where there have been several accidents and often becomes flooded. Outwood Common Road is little more than a country lane and Greens Farm Lane is already a heavily used road. Any further development will result in more gridlock and flooding.

Particular concern was also expressed about preserving and protecting such areas as Norsey Wood and the Mill Meadows in perpetuity for future generations and recognising and nurturing the cultural and spiritual benefits that such open spaces can provide for the local community. In order to achieve this consideration needs to be given to the inclusion of schemes that not only promote and recognise the beauty of wildlife, flora, fauna and green spaces but also guarantees their continued protection from the threat of future development.

The meeting also received feedback and information on the following matters that related to the Basildon BC Core Strategy and Local Strategic Plan as follows:-

Information subsequently received from the consultants working on behalf of CEG to the queries raised by the Village Council on 15th November, 2013 –

Having received the further information promised from CEG to the questions raised by the Council it was decided that a further meeting with the company was not deemed to be necessary at this stage. In addition no formal response would be forthcoming from the Village Council until such time as a formal application was lodged with Basildon B.C.

Proposed Solar Panel Farm on land at Outwood Farm –

It was noted that a very informative meeting was held with the representatives of the parties concerned with the above mentioned proposal on 19th February.

Proposed residential development on land at Church Street & Noak Hill Road

The meeting noted the concerns expressed by local residents in the public session of the meeting in respect of the proposed residential development at the above mentioned location. The Council did not wish to respond at this stage to the proposal in question, preferring to wait instead for a formal application to be submitted upon which the Council would be asked to comment by Basildon BC as a formal consultee to the planning process.

14/45 Finance

Approved payments:

Payee / Cheque number	Details	Amount
Martin Ainscough	February salary	£ 478.78(*)
H.M.R.C. 000731	Income tax - February	£119.60
Martin Ainscough 000732	February expenses – postage, stamps, envelopes	£8.79
		£89.97
	Plus contribution to broadband/telephone & office expenses (January, February & March 2014)	£62.49
		£161.25
Crystal Print 000733	Supply of high visibility waistcoat jackets for Village Council organized events	£125.28
Martin Ainscough 000734	Underpayment of salary 1/11/12 – 31/3/14 (45p per hour x 14 hours per week x 73 weeks minus 20% for tax(+))	£367.92
Martin Ainscough 000735	1% LG pay award – back dated to 1/04/13 (10p per hour x 14 hours x 52 weeks minus 20% for tax(+))	£58.24
H.M.R.C. 000736	(+) Unpaid tax to cover the periods mentioned above	£106.54

(*) salary now paid directly by bank transfer on 26th of each month.

14/46 Village Council Summer Event – August 2014

The meeting was brought up to date with the arrangements for the above mentioned event. It was noted that following on from the meeting in February when approval was given to the purchase of a quantity of high visibility jackets that these were due to be collected in the near future from Crystal Print. The first opportunity to use them would be at the litter pick on 5th of April.

Confirmation had now been received from Basildon BC giving approval to the use of the Green on 31st of August for the event and the Clerk confirmed that a contract to that effect had been received which would now be signed and returned with a copy of the Village Council's current Insurance Policy as required by the terms of the letting. The cost of hiring the Green for the day would be £120.54. An invoice for this amount would be raised by Basildon B.C. in due course.

The various attractions and vendors that had been booked on a provisional basis for the day could now be confirmed subject to a copy of their public liability insurance policy being sent to and seen by the Clerk. Thanks were also recorded to the Baptist Church reps for their input to the planning process.

14/47 Outdoor Gym Equipment

Having moved the location of the proposed Outdoor Gym Equipment to the A129 Southend Road side of the Green where there were no residential properties following the objection from the resident in Grange Road it would now be necessary to consult with the whole of the local community on this proposal. There was some discussion as to the best way to achieve this and what sort of open questions should be asked in any questionnaire that was produced. One way of

reaching all household was to include the questionnaire in a “special” edition of the Village Voice and to also put copies in the local shops, on the noticeboards and of course on the website. Nick Sears at Basildon BC would also be asked for his advice with regard to the composition of the questionnaire.

14/48 New Village Sign – Great Burstead

In the absence of Councillor Hooker it was noted that there was nothing new to report on this matter. However, before going away Councillor Hooker had contacted ECC Highways with a view to arranging a convenient time when he was back to meet on site to look at whether the Village Council’s preferred location for the new sign was indeed suitable as far as the County Highways Dept. was concerned.

14/49 Village Council Twinning Proposal.

Councillor Knight spoke in support of undertaking some research to see if it was feasible for the Village Council to consider being twinned with another community either in the UK, Europe or further afield. With this in mind it was noted that Gt. Burstead had played a major role in the voyage of the Mayflower and the Pilgrim Fathers and as such this piece of history attributable to the Village should be recognised. Councillor Knight undertook to carry out some research into the matter and report back at the April meeting.

The Council resolved to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 for the following item of business –

14/50 The Village Clerk’s Annual Salary Increase & Terms of Service.

The meeting was informed that the Chair and Vice Chair had successfully carried out the Clerk’s Performance Review prior to the Village Council meeting. As a result it was noted that w.e.f. 1st April 2014 the Clerk’s hourly rate of pay would rise to £10.30 per hour, being SCP 22 of the NALC P/T Clerk’s Hourly Rates of Pay.

However, during the PMR exercise it had come to light that the Clerk had been paid at the wrong hourly rate for the period 1st November 2013 – 31st March 2014 of £9.49 which should have been £9.94. This it was noted equated to a total of £367.92 after tax had been deducted calculated as shown at 14/45 above (cheque no 000734 refers). Furthermore a 1% Local Government pay award was also due and needed to be honoured back dated to 1st April 2013 again as shown at 14/45 (cheque no 000735 refers). A cheque for £106.54 also needed to be raised payable to H.M.R.C. (000736) to cover the unpaid tax due for the two periods specified.

14/51 Installation of Flag Pole – South Green Memorial Hall.

It was noted that the South Green Memorial Hall Trustees were in principle in favour of this initiative. However, there were a number of outstanding issues which needed to be resolved before this project could be progressed. The main matter of concern was the actual location of the said flag pole within the curtilage of the hall and whether planning permission would be required in order to instal it. There was also the small matter of who would be responsible for ensuring that flags would be flown and taken down on the days that it was deemed appropriate for a flag to be flown and what special days, for example, the Queen’s Official birthday would warrant a flag being flown. It was therefore suggested that further information and clarification should be sought from the Royal British Legion, not only on the days that constituted a flag being flown, but on the installation of the flag pole suggestion as a whole.

14/52 Future Meeting Dates - 2nd April, 7th May, 4th June, 2nd July

14/53 Close of Meeting – The Meeting closed at 9.25 p.m.

