

Minutes of the Annual General Meeting of the Great Burstead and South Green Village Council,
held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 3rd May 2017 at 7.30 p.m.

Present:-

Councillor M. Dear – Chairman.
Councillor Chapman
Councillor Cottle
Councillor J. Dear
Councillor Willingham – Vice Chair.

Also in attendance: - Martin Ainscough Clerk to the Council.

17/74. Election of Chair Person.

Councillor M. Dear was nominated by Councillor Willingham and seconded by Councillor J. Dear for the position of Chair Person. There being no other nominations Councillor M. Dear having signed the Declaration of Acceptance of Office was duly elected as Chair to serve for the next year.

17/75. Apologies

There were no apologies for absence.

17/76. Declarations of Interests & Register of Members Interests.

There were no declarations of interests received.

17/77. Minutes.

The Minutes of 12th April 2017 were received and signed by the Chair as a true record of the meeting.

17/78. Public Participation Session.

Kennel Lane Flood Alleviation Scheme – Update

The Clerk shared with the meeting information that he had received from a resident of Kennel Lane in which he updated the situation with regard to the above mentioned scheme following correspondence he had had with Anglian Water.

It would appear that the water company were due to go ahead with an overflow system controlled by 2 new manholes and a new sewer in Trinity Road. This was welcomed but it was further noted that no new information was available in respect of the County Council's Flood Alleviation Scheme the exact details of which still had to be agreed by the different parties concerned.

South Green Memorial Hall Trustees AGM.

Councillor Willingham informed the meeting that the South Green Memorial Hall AGM would be held on 25th May and that the Trustees were looking for new members.

17/79. Election of Vice-Chair.

Councillor Willingham was nominated by Councillor J. Dear and seconded by Councillor M. Dear and duly elected to serve as Vice-Chair for the next year.

17/79a. Representatives 2016-17

| | Year 2016-17 | Year 2017-18 |
|----------------------------------|---|---|
| Litter Working Party Chair | Councillor Chapman | Councillor Chapman |
| Summer Event Working Party Chair | Councillor Willingham | Councillor Willingham |
| Police Meeting Representative | Councilor Cottle | Councillor Cottle |
| Bus Consultee/Transport Officer | Cllr. M. Dear to ask Mr. Javed if he wishes to continue in this role. | Cllr. M. Dear to ask Mr. Javed if he wishes to continue in this role. |
| ABLC Representative | The role to be shared by Cllrs. J. Dear & Chapman | As for 2016/17 the role to be shared by Cllrs. J. Dear & Chapman. |
| Footpaths Officer/P3 | Councillor Cottle | Councillor Cottle |
| Local Council Liaison Meeting | As for ABLC rep | As for ABLC rep. |
| Accounting Reviewers | Councillor Willingham & Mrs. Dorothy Cundy | Councillor Willingham & Mrs. D. Cundy |

17/80. Greensward – Billericay School

The meeting were concerned to note that just prior to the May meeting of the Village Council being held an email had been received from Essex County Council Highways inviting reps from the Village Council to attend a site meeting on 3rd of May with less than an hour's notice had been received by the Clerk.

This was contrary to the information received from the Local County Councillor that any such site visit would be held after the County elections due to take place on 4th of May. In the circumstances the Clerk was instructed to write to the officer concerned pointing out the Village Council's disappointment at this development and pointing out that in view of the impending elections that any site visit might infringe the purdah arrangements being as it was so close to the actual date of the afore mentioned polling day. The Clerk was also instructed to copy the Monitoring Officer at Essex County Council into his reply to County Highways for their information and attention. In addition it was felt that low level bollards of the type at Bell Bollards might be a cost effective solution to the parking problems in this location with another plus point being that they would be difficult to move.

17/81. Planning Applications.

| | | | |
|---------------|---|---|--|
| 17/00393/FULL | 18 Burstead Drive, Billericay, Essex CM11 2QN | Demolition of existing detached garage and construction of a single storey side extension | No objections |
| 17/00413/FULL | 196 Noak Hill Road Billericay Essex CM12 9UX | Demolish existing conservatory and erect two storey front and rear extensions plus roof accommodation | Object on the grounds it is considered that the proposal constitutes over development of the site. |

| | | | |
|---------------|---|---|--|
| 17/00288/FULL | 118 Grange Road, Billericay, CM11 2RR | Demolish existing bungalow & construct 2 no. 4 bed detached houses with associated parking & crossover. | No objections |
| 17/00520/FULL | 129 Passingham Avenue, Billericay, CM11 2TA | Demolish detached garage & construct a two storey side extension together with a part single, part two-storey rear extension & open front entrance porch, | Object on the grounds it is considered that the proposal constitutes over development of the site. |

17/82. Annual Audit – 2016/17

The meeting received and noted the requirements for the Annual Audit for 2016-17 prior to the Annual Return and supporting information being sent to the Internal Auditor as required by the audit process.

17/82A. Annual Governance Statement – 2016/17

The meeting approved the above before being signed by the Chair and Clerk as required by the audit process.

17/82B. Approval of Accounting Statements – 2016/17

The meeting noted and agreed the accounting statements for 2016-17 before they were signed by the Chair and Clerk as required by the audit process.

17/83. Village Council Insurance Renewal Quote.

The meeting received and noted the renewal quote for the Village Council's insurance policy; this was due to expire at the end of May. The Council's renewal premium was £530.95 as notified by the Council's brokers, Came & Company and was based on the long term agreement entered into last year with Ecclesiastical which is due to expire on 31st May 2019. It was unanimously agreed that this quote should be accepted.

17/84. Village Council – Fun Day Event 2017

The meeting noted the ongoing arrangements for the 2017 event. A meeting of the Fun day Event working party would be held on Monday 8th of May @ 7.30 p.m. at which those payments/cheques that needed to be approved and raised at the June meeting would be agreed as Councillor Willingham (one of the authorised signatories) would not be able to attend the July meeting due to her holiday commitments.

17/85. Finance.

Approved payments:

| Payee / Cheque number | Details | Amount |
|------------------------------|-------------------------------|---------------|
| Martin Ainscough | April - salary | £ 525.31(*) |
| H.M.R.C. 022113 | Income Tax - April | £131.20 |
| Martin Ainscough 022114 | April expenses – postage etc. | £9.43 |

| | | |
|-----------------------|---|---------|
| Crystal Print 022115 | Printing of coasters | £16.00 |
| Vision ICT 022116 | Website Hosting & support for June 2017 – May 2018. | £156.00 |
| EALC 022117 | Affiliation Fees – 2017/18 | £868.38 |
| Came & Company 022118 | Village Council insurance premium for 2017. | £530.95 |

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

17/86. CCTV – South Green Parade of Shops – Update.

It had been noted at the April meeting that Clear view had indicated that some Councils had managed to run power form lamp posts in order to install CCTV systems. The Clerk was asked to find out from the company the names and contacts of the Councils concerned and it transpires that both of the contacts were at Thurrock which as members were aware was a Unitary Authority and as such they were able to give themselves permission to take the power from the lamp posts. It would appear at this stage that no further progress could be made with this initiative, but that the item should stay on future agendas in case this situation happens to change.

17/87. South Green Junior School Pedestrian Crossing Proposal.

Following on from the April meeting information received from the school indicates that the individual used as a crossing patrol at both ends of the school day is funded by Essex County Council. Therefore the school felt that to pursue a pedestrian crossing outside the school might jeopardize this and were reluctant to take this initiative any further. The meeting decided that this item should therefore be removed from future agendas.

17/88. The Green at South Green.

The meeting received information from Councillor Willingham re: - the application to register the Green at South Green with the Fields of Trust organisation. It was noted that Aidan Squire of T.M. Law Solicitors had looked through the paper work required in order to complete the registration and had indicated that it would cost in the region of £500.00 plus VAT. In addition there might be dispersals to be covered which would be in the region of £40.00. However, before the process was moved forward the Clerk was requested to check with Basildon Borough Council to ensure that as the owners of the land concerned they had no objection to the application going ahead.

17/89. Dates of Next Meetings.

7th June, 5th July, 6th September, 4th October, 8th November, 6th December.

17/90. Close of Meeting.

The meeting closed at 8.30 p.m.

Chairman:-

Date: -.....