

**GREAT BURSTEAD AND SOUTH GREEN VILLAGE COUNCIL**

Mrs Mylène Linwood  
Clerk & Responsible Financial Officer  
PO Box 12648  
Billericay  
Essex  
CM12 2FB

clerk@greatbursteadsouthgreen-vc.gov.uk  
01268 712866

**NOTICE IS HEREBY GIVEN THAT YOU ARE INVITED** to attend the Meeting of the Village Council of Great Burstead and South Green, which is to be held at South Green Memorial Hall, Southend Road, Billericay, on **Wednesday 6 October 2021** starting at **7:30 pm** for the purpose of conducting the following business:

Dated this: **29<sup>th</sup> September 2021**

Signed,

*M Linwood*

Mrs M Linwood, Clerk & RFO to the Council

**AGENDA****1. Apologies**

To receive apologies for absence.

**2. Declarations of Interests & Register of Members Interests**

Members to declare any interest with regard to items on the agenda and to comply with the requirements of the legislation.

**3. Minutes**

To receive and consider the Minutes of 1 September 2021, to be amended if inaccurate and signed by the Chair as a true record of the meeting.

**4. Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.****5. Finance**

**To approve payments:**

Month	Cheque	Payee	Description	Amount
October	Standing Order	Mrs M Linwood	Clerk Salary September 2021	<b>£633.36</b>
October	022430	VisionICT	5 hosted emails October 2021 – September 2022	<b>£151.20</b>
October	022431	PKF Littlejohn	Limited assurance review AGAR 2020/21	<b>£240.00</b>
October	022432	ABLC	Annual Subscription April 2021 – March 2022	<b>£20.00</b>
October	022433	Mrs M Linwood	Clerk Expenses September 2021	<b>£10.20</b>

October	022434	Professor Rainbows (Kerry Greenaway)	Deposit for face painters – Fun Day 2022	<b>£50.00</b>
October	022435	Mrs M Linwood	Clerk Home Working Allowance Q2 (July, August, September 2021)	<b>£150.00</b>
October	022436	Anglia Sign Casting	Plaque for bench funded by Village Council on the Green.	<b>£74.83</b>
October	022437	Imperial Bird of Prey Academy	Stall – Fun Day 2022	<b>£250.00</b>
			<b>Total</b>	<b>£1579.59</b>

## 6. Planning Applications

Members have received and been asked to consider the following planning application:

Planning App. Ref	Address	Planning Request
21/01278/FULL	101 Grange Road Billericay Essex CM11 2RL	Alterations and extensions to bungalow to form two storey dwelling house -
21/01348/FULL	24 Longrise Billericay Essex CM12 9QR	Single storey front extension -
21/01360/FULL	192 Noak Hill Road Great Burstead Billericay Essex	Roof lights to front, rear dormer, front porch and alter materials on existing front dormers -
21/01362/FULL	72 Beams Way Billericay Essex CM11 2NR	Demolition of side garage and construct two-storey side extension and single-storey rear extension -

## 7. Annual Governance and Accountability Audit – 2020-21

To receive the external audit report from PKF Littlejohn

To discuss and confirm the appointment of an internal auditor for the 2021/22 audit.

## 8. Proposed Gurnards Solar Farm

Clerk to give an update on the arrangements for a meeting requested by the developers of a newly proposed solar farm at Barleylands.

## 9. Fun Day 2022

To discuss arrangements for the Village Council Fun Day in 2022.

## 10. South Green Recycling Point Removal

To inform members of any further developments on the Village Council's request for the removal of the recycling point which causes disturbance and nuisance to residents.

## 11. Missing Bollard South Green Parade of Shops

Clerk to update members on the replacement of the broken bollard.

## 12. Vacancy – Village Councillor

To consider any applications received for the casual vacancy of Councillor to be filled by co-option, or continue to advertise the vacancy.

## 13. EALC – AGM

To receive a report from Cllr. Thomas on the EALC AGM she attended virtually via Zoom on 23rd September 2021 at 10am.

**14. Bench – St Mary Magdalene Church Yard**

To receive an update on the proposal of funding a bench in the grounds of St Mary Magdalene Church Yard following the removal of the previous benches, due to one becoming dilapidated and the other being vandalised.

**15. St Mary Magdalene Church Noticeboard**

To receive an update on the cutting back of overgrowth around the noticeboard in the church yard.

**16. CCTV Training**

To consider dates for CCTV training to be given by ClearView over Zoom to the Cllrs with access to the CCTV system.

**17. Christmas Lights – South Green 2021**

To consider and discuss arrangements for the Christmas lights display at the South Green shopping parade in December 2021.

**18. Training**

To receive and consider the latest training calendar from the EALC.

**19. Social Media**

To receive an update from Cllr. Crowe on the Village Council's social media accounts on Twitter and Instagram and consider future posts.

**20. Date of the next meeting**

Wednesday 3<sup>rd</sup> November 2021

**21. Close of Meeting**