



**Minutes of the Great Burstead and South Green Village Council,
held as a virtual meeting via Zoom
on Tuesday 5 January 2021 at 7:00 p.m.**

Present: -

Councillor M Dear – Chair
Councillor B Chapman
Councillor L Cowles
Councillor S Crowe
Councillor J Dear
Councillor L Thomas

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

21/1 Apologies

No apologies were received.

21/2 Declarations of Interest & Register of Members Interests

There were no declarations of interest received.

21/3 Minutes

The Minutes of the meeting on 1 December 2020, were received, agreed as a true record of the meeting. The Chair is to sign the Minutes after the meeting.

21/4 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

A member of the public contacted the Clerk regarding planning application 20/01592/FULL. The Clerk read out the resident's email to those present. The Chair requested the Clerk reply thanking the resident for their email and advise the resident may send their comments to the Planning department at Basildon Borough Council, who will take into consideration all the comments received when making their decision. The Chair advised that the Village Council does not make the final decisions on planning applications but as a consultee comments on each planning application received.

21/5 Training

There were no new requests were received for training.

Cllr Cowles will be attending a Planning course in January made available online by the EALC.

21/6 Finance

The following payments were unanimously approved:

Month	Cheque	Payee	Description	Amount
January	022403	Cllr Crowe	Expenses: Food purchase for donation to Billericay Food Bank	£94.86
January	022404	Mrs M Linwood	Salary discrepancy amount due to delay in standing order amendment	£33.98
January	Standing Order	Mrs M Linwood	Clerk Salary December 2020	£633.36
January	022405	Mrs M Linwood	Clerk Expenses December 2020	£7.00

January	022406	Mrs M Linwood	Clerk Home Working Allowance Q3 (October, November, December 2020)	£150.00
January	022407	EALC	Online Training: Cllr Cowles to participate in Introduction to Planning on 23 rd January 2021.	£90.00
			Total	£1009.20

It was recorded that, as at 5 January 2021, the Village Council's current account held **£51,154.99**. The savings account held **£49,607.55**.

The Clerk informed Members that Santander Business Banking had unfortunately not correctly updated the standing order payment for the Clerk's salary. The Clerk will contact Santander Bank.

21/7 Planning Applications

Planning App. Ref	Address	Planning Request	Comments
20/01503/FULL	251A Noak Hill Road	Proposed two-storey rear extension and bay window to front elevation	No objection
20/01558/FULL	Cable Mount, Southend Road, Great Burstead	Proposed extension to create a new first floor of accommodation to existing dwelling	Objection on the grounds this would be over-development of the site and both the materials and design would be out of keeping with the surrounding area.
20/01554/FULL	193 Church Street, Billericay	Proposed single storey rear extension	No objection
20/01533/FULL	4 Elm Cottages, Coxes Farm Road, Billericay	Single storey rear extension & first floor side extension	No objection. It was noted it is on green belt land, but there is no objection as the development does not further extend the footprint of the existing property.
20/01592/FULL	105 Passingham Avenue, Billericay	Extension and conversion of two existing semi-detached houses no. 105-107 Passingham Avenue to create 6 No. one and two bedroom flats with parking and amenity area	Objection on the following grounds: <ul style="list-style-type: none"> • Out of keeping with the other properties • Significant overdevelopment of the site • Serious highways concerns <ul style="list-style-type: none"> - Problems with parking is a familiar problem for residents, it is felt that the suggested parking area will not be adequate and will result in adding more vehicles to the already overcrowded vicinity - The location of the site on the bend of the road will mean manoeuvring away from the properties could be extremely hazardous and could cause a road traffic accident.
20/01563/FULL	21 Outwood Common Road, Billericay	Demolition of existing rear conservatory and construction of a proposed single-storey rear extension	No objection
20/01569/FULL	120 Noak Hill Road, Great Burstead	Single-storey front extension, part single part two-storey rear extension, increase in ridge height to enable loft accommodation.	No objection
20/01590/FULL	5 The Swallows, Billericay,	First floor flat roof rear extension.	No objection

The following planning application was received after the distribution of the January agenda, however due to the large amount of documentation to be reviewed and the significance of the planning development all members agreed to add it to the January agenda as an emergency item.

20/01614/OUT	Land North Of Kennel Lane Billericay Essex	Outline planning application with all matters reserved, except means of access, for the erection of up to 200 homes; new vehicular access comprising a new arm off the Laindon Road, A176 and Noak Hill Road roundabout; realignment of Kennel Lane to join the new access and associated closure of the Kennel Lane spur; together with car parking, landscaping, surface water drainage basins and associated works.
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The decision was made to form a working party who will review the application and compose a response.

H18 – Land North of Kennel Lane Planning Application Working Party Members:

Cllr M Dear

Cllr S Crowe

Cllr B Chapman

Cllr L Thomas

Cllr L Cowles

The Clerk is to redistribute the notes and information regarding the development and the conference call with Gleeson Strategic Land Limited

21/8 Shop Forecourts at South Green Parade of Shops

The Chair shared with the Council the email from Cllr R Moore communicating that although the land in front of the parade of shops in Grange road is owned by private land owners, Basildon Borough Council has undertaken the repairs necessary to the pot holes and missing paving slab on the steps and if possible, will charge the landowners accordingly.

21/9 Billericay Food Bank

Thanks were given to Cllr Crowe for purchasing £100 worth of food to donate to the Billericay Food Bank and to Cllr Chapman for delivering the food.

Cllrs requested the Clerk make enquiries with Billericay Food Bank how the donation of £250 via cheque made by the Village council in April 2020 was put to use.

21/10 Footpath closure at Linkdale

Basildon Borough Council have updated the Clerk that the repair work to the wall is due to commence on 18th January 2021.

21/11 Grants for the Thursday Club and the Senior Apartments within the Parish

Three grant applications have successfully been processed.

The Clerk is yet to contact the outstanding possible grant applications to enquire about the status of their application.

21/12 CCTV – South Green Parade of Shops

A new date for the installation of the CCTV continues to be unconfirmed, the Clerk is liaising with ClearView to and will keep the Councillors updated on the email communications throughout the month. The Councillors expressed disappointment at ClearView have not yet been able to complete this work.

21/13 Website Upgrade

All members are pleased with the layout and style of the new website:

www.greatbursteadsouthgreenparishcouncil.gov.uk

This item is now discharged.

21/14 Oak Tree felled in Mill Road

Billericay Tree Wardens continued making enquiries and confirmed the tree was illegally felled. Essex County Council plan to investigate the matter further in due course.

The following ideas were discussed as steps that could be taken to avoid this happening again in the future:

- Information on the Village Council website on the correct permission process and asking residents to be vigilant.
- Cllr M Dear is to continue liaising with the Billericay Tree Wardens on the matter of identifying who is responsible for felling the tree in Mill Road and also to discuss advertising for the Tree Warden for the parish.

21/15 Trees on the Green, South Green

All members agree to the Billericay Tree Wardens planting replacements trees matching the existing ones at a cost of £155.

21/16 Basildon Borough Council – Play Review Public Consultation

Cllr Thomas will complete the online survey on behalf of the Village Council.

21/17 Revised Member Code of Conduct

Basildon Borough Council's latest Code of Conduct was adopted by the Village Council unanimously.

21/18-Social Media

Suggestions were made for the following to be tweeted on the Village Council Twitter account:

- Shop Forecourts at South Green Parade of Shops
- Oak Tree felled in Mill Road
- Grants for the Thursday Club and the Senior Apartments within the Parish
- Basildon Borough Council – Play Review Public Consultation

21/19 Next Meeting

Tuesday 2 February 2021

21/20 Close of Meeting

The meeting closed at 7:45 pm



Minutes agreed and approved:

Signed:

Date: