



**Minutes of the Great Burstead and South Green Village Council, held at  
South Green Memorial Hall, Southend Road, Billericay  
on Wednesday 7 July 2021 at 7:10 p.m.**

**Present:** -

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

**Also in attendance:** -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

At the agreement of all those present and due to no members of the public having contacted the clerk to confirm attendance the meeting was started early at 7:10pm

**21/127 Apologies**

Apologies had been received from Cllr J Dear and Cllr L Cowles

**21/128 Declarations of Interest & Register of Members Interests**

There were no declarations of interest received.

**21/129 Minutes**

The Minutes of the meeting on 2 June 2021, were received, agreed and duly signed by the Chair as a true record of the meeting.

**21/130 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.**

No members of the public attended.

**21/131 Vacancy – Village Councillor**

The Chair brought forward agenda item **16. Vacancy – Village Councillor** to welcome former Cllr of the Village Council Alan Boyce to the meeting and proposed Mr Boyce be co-opted back on to the Village Council.

This proposal was unanimously agreed and Mr Boyce was invited to join the meeting as a member of the Council.

**21/132 Update from Community Safety and Engagement Police Officer**

The Clerk has been liaising with Community Engagement Police Officer PC Newman following reports of anti-social behavior in the parish. PC Newman would like to advise that all incidents witnessed by residents must be reported to the Police. This will ensure that everything is logged correctly and the Police will be able to see the full extent of the problem, the frequency and nature of the disturbances. Essex Police can be contacted for non-urgent matters by dialing **101** or via the website the following link: <https://www.essex.police.uk/ro/report/asb/asb/report-antisocial-behaviour/>.

They also offer a ‘Live chat’ service via the website homepage: [www.essex.police.uk](http://www.essex.police.uk).

**In an emergency always dial 999.**

Cllr Boyce suggested residents could form a neighborhood group to aid residents to collectively report any incidents they have witnessed and liaise with the police as a group.

### 21/133 Finance

The following payments were unanimously approved:

Month	Cheque	Payee	Description	Amount
July	Standing Order	Mrs M Linwood	Clerk Salary June 2021	<b>£633.36</b>
July	022421	Mrs M Linwood	Clerk Expenses June 2021	<b>£55.22</b>
July	022422	Mrs M Linwood	Home Working Allowance Q1 – April, May, June	<b>£150.00</b>
July	022423	Eleven11 Ltd – T/A Essex Signs & Banners	CCTV Signage - Payment of pro-forma invoice	<b>£132.00</b>
July	022424	Information Commissioner's Office	CCTV – Data Projection Registration	<b>£40.00</b>
July	022425	Royal Mail	Annual renewal fee PO Box service	<b>£360.00</b>
			<b>Total</b>	<b>£1,370.58</b>

The following payment is a late addition to the agenda to ensure prompt payment before the August recess and was agreed by all those present:

Month	Cheque	Payee	Description	Amount
July	022426	Cllr Chapman	Cllr Chapman expenses – notice board key replacement	<b>£8.00</b>

It was recorded that on 7<sup>th</sup> July 2021, the Village Council's current account held £56,136.79 and the savings account held £49,610.01.

### 21/134 Solar Farm

The Chair explained she had been advised that the Village Council may be entitled to revenue from the solar farm based within the parish. The matter was discussed by members and Cllr Boyce suggested that the revenue could be donated to a local charity. The Clerk was asked to do some research and relay the information at the September meeting.

### 21/135 Proposed telecommunications upgrade - Greens Farm Lane, Billericay, Essex, CM11 2HT

A consultation letter proposing works to the telecommunications site in Greens Farm Lane had been circulated to Cllrs prior to the meeting. The Clerk had contacted the project management company to enquire if there would be a difference in size between the replacement antennas and the old antennas and if the ancillary works will either decrease or increase the size of the installation, however no response had yet been received.

It was agreed that there was no objection to the works being carried out providing there was no increase in size to the equipment already in place at the site.

### 21/136 Planning Applications

Planning App. Ref	Address	Planning Request	Comments
21/00854/FULL	39 The Oaks Billericay Essex CM11 2RP	Part single, part two storey flat-roofed rear extension	No objection
21/00797/FULL	46 Trinity Road Billericay Essex CM11 2RT	Proposed two-storey side extension following removal of existing attached garage.	No objection
21/00693/FULL	8 Anthony Close Billericay Essex CM11 2QD	Part single, part two storey rear extension, porch canopy to front, alterations to fenestration and external materials	No objection

Planning App. Ref	Address	Planning Request	Comments
21/00776/FULL	72 Beams Way Billericay Essex CM11 2NR	Demolition of existing garage and erection of a two-storey side extension and single-storey rear extension	Highway concerns due to a potential increase of parking on an already congested road.
21/00845/FULL	119 Grange Road Billericay Essex CM11 2RR	Conversion of existing garage into living accommodation, incorporating external alterations	No objection
21/00897/FULL	72 Trinity Road Billericay Essex CM11 2RY	Proposed hip to gable loft conversion with box dormer to rear	Objection due to the proposed change being considered out of character with the street scene.
21/00431/FULL	Garages At Beams Close Billericay Essex	Demolition of 32 derelict garages and the erection of 4 no. residential dwellings.	Residents have expressed concerns to the Village Council regarding this application. The Village Council consider the current plans as significant overdevelopment of the site. It was felt that the plans would have a negative impact on the parking in the area and that the new properties could overlook the current homes. It was discussed that the rejuvenation of the area could still be achieved by building bungalows for people who require low level living. The height of these properties would avoid overlooking and be more pleasant for the current residents.
21/00925/FULL	42 Church Street Billericay Essex CM11 2SX	Conversion and change of use of two outbuildings within the curtilage of a dwelling house to form Personal Training Studio.	Due to this location being on a bus route there are concerns regarding parking if group exercise sessions are planned. Approval should be on the basis that parking will be available on the property not the main road.
21/0100/FULL	18 Highfield Road Billericay Essex CM11 2PF	Erection of single storey side and rear extensions	No objection
21/00996/FULL	Barleylands Farm Barleylands Road Billericay Essex	Change of use of land and storage building to E(f) children's day nursery	Objection on the grounds of over development of a green-belt site and highways issues the proposed development would mean a high vehicle volume accessing/exiting the site on a dangerous bend.

The following planning application was received after the publication of the agenda. It was agreed to add this application to the July meeting to adhere to the consultation deadline.

21/00996/FULL	4 St Agnes Road Billericay Essex CM12 9UR	Enlargement and extension of existing detached chalet incorporating a new raised roof with front and rear dormers	No objection
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### 21/137 CCTV – South Green Parade of Shops

It was confirmed the CCTV system is to be registered with the Information Commissioner's Office as required by the Data Protection Regulations 2018 and approval was given for the payment of the Data Protection Fee of £40  
Approval was also granted for the payment of the pro-forma invoice of £150.00 towards the production of signage for the CCTV.

A date for the viewing system training remains to be organised by Clearview.

**21/138 Bench replacement**

The Clerk updated Cllrs that the new bench funded by the Village Council had now been installed on the Village Green. The invoice for the purchase was awaited.

Cllr M Dear proposed a plaque be ordered to match the other benches on the Village Green funded by the Village Council and this was agreed by all.

**21/139 Fun Day 2022**

Cllr Crowe shared ideas she had been researching for the Royal themed Fun Day and explained that more information was being released on the Queen's Platinum Jubilee website. The 5<sup>th</sup> June 2022 will be the 'Big Jubilee Lunch' a day when communities are encouraged to come together and celebrate.

The idea of moving the fun day from the 3<sup>rd</sup> June to the 5<sup>th</sup> June 2022 was discussed and remains to be confirmed once availability of suppliers has been established.

Cllr Chapman suggested forming a working party to share the tasks of organising the event and proposed arranging a meeting in August via Zoom, this was agreed a details will be circulated to Cllrs.

Residents are welcome to get involved in the organisation of the Fun Day and may contact the Clerk or Cllr Crowe. (email: suzy.crowe@greatbursteadsouthgreen-vc.gov.uk)

**21/140 South Green Recycling Point Removal**

Following the Clerk contacting the Borough Councillors regarding the recycling point at South Green and asking them to revisit the proposal to have it removed, the Councillors have put forward the proposal again and we await to hear the outcome.

**21/141 Missing Bollard South Green Parade of Shops**

A quote of £385 +VAT has been received for the purchase and installation of the bollard and Cllrs agreed to proceed with the replacement. The Clerk is to seek the necessary approvals from Essex Highways.

**21/142 Assets of Community Value**

It was agreed to resubmit both Langham Hall and South Green Memorial Hall as Assets of Community Value. Clerk to send applications to Basildon Borough Council.

**21/143 Training**

No requests for training were received.

**21/144 Social Media**

The following suggestions were put forward as possible ideas to add to the Village Council Twitter page:

- Memorial plaque for Linda Willingham
- Fun Day 2022
- Langham Hall & South Green Memorial Hall Assets of Community Value

**21/145 Next Meeting**

Wednesday 1<sup>st</sup> September at 7:30pm at South Green Memorial Hall

**21/146 Close of Meeting**

The meeting closed at 7:50pm

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**Minutes agreed and approved:**

**Signed:** .....

**Date:** .....