



**Minutes of the Great Burstead and South Green Village Council, held
via Zoom at the agreement of all members and
with residents being notified of the change
on Wednesday 6 October 2021 at 7:30 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

21/167 Apologies

Apologies had been received from Cllr A Boyce.

21/168 Declarations of Interest & Register of Members Interests

There were no declarations of interest received.

21/169 Minutes

The Minutes of the meeting on 1 September 2021, were received, agreed and duly signed by the Chair as a true record of the meeting.

21/170 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.

21/171 Finance

The following payments were unanimously approved:

Month	Cheque	Payee	Description	Amount
October	Standing Order	Mrs M Linwood	Clerk Salary September 2021	£633.36
October	022430	VisionICT	5 hosted emails October 2021 – September 2022	£151.20
October	022431	PKF Littlejohn	Limited assurance review AGAR 2020/21	£240.00
October	022432	ABLC	Annual Subscription April 2021 – March 2022	£20.00
October	022433	Mrs M Linwood	Clerk Expenses September 2021	£10.20
October	022434	Professor Rainbows (Kerry Greenaway)	Deposit for face painters – Fun Day 2022	£50.00

October	022435	Mrs M Linwood	Clerk Home Working Allowance Q2 (July, August, September 2021)	£150.00
October	022436	Anglia Sign Casting	Plaque for bench funded by Village Council on the Green.	£74.83
October	022437	Imperial Bird of Prey Academy	Stall – Fun Day 2022	£100.00
			Total	£1429.59

The payment amount for Imperial Bird of Prey Academy was altered from the amount of £250.00 stated on the agenda, following a communication that only the deposit of £100 was required at this time.

It was recorded that on 6th October 2021, the Village Council's current account held £67,7007.13 and the savings account held £49,611.26.

It was noted that the 2nd instalment of the precept of £15,230.30 was received into the Village Council bank account on 1st October 2021.

21/172 Planning Applications

Planning App. Ref	Address	Planning Request	Comments
21/01278/FULL	101 Grange Road Billericay Essex CM11 2RL	Alterations and extensions to bungalow to form two storey dwelling house -	No objection
21/01348/FULL	24 Longrise Billericay Essex CM12 9QR	Single storey front extension -	No objection
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 -	No objection
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 -	No objection

Cllr Cowles informed those present that she had looked into the result of the Monopole proposal and the application has been refused by Basildon Council Planning.

Thanks were given to Cllr Cowles for all her efforts in looking into the planning applications and keeping up to date with the outcomes.

21/173 Annual Governance and Accountability Audit – 2020-21

The audit report from PKF Littlejohn had been circulated to Cllrs prior to the meeting and is also displayed on the Village Council website as is required.

The Chair explained the auditors had noted in the additional matters that an amendment had needed to be made to the Annual Governance and Accountability Return (AGAR) documents, however other than this the AGAR was found to be executed in accordance with proper practices and all relevant legislation and regulatory requirements have been met. Thanks were given to the Clerk for her work on the AGAR.

21/174 Proposed Gurnards Solar Farm

It has been agreed that members of the Village Council will attend a Zoom call with the developers of the proposed solar farm on Friday 29th October 2021.

21/175 Fun Day 2022

Organisations for the Fun Day 2022 – Jubilee Fête continue.

The Face painter stall has now been confirmed and deposit paid in the October finances.

The Imperial Bird of Prey animal encounter stall has been confirmed and the deposit invoice is awaited.

Cllr Thomas confirmed she has been liaising with Fun 4 Events and will be finalising the booking of 4 stalls.

Research and enquiries continue into the entertainment and stalls to be held.

The next working party meeting will be held on Friday 15th October 2021.

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)

21/176 South Green Recycling Point Removal

The Clerk awaits to hear the outcome of the decision by the Leisure & Environment Committee at Basildon Borough Council for the proposal of the removal of the South Green Recycling point due to the disturbance it causes to residents.

21/177 Missing Bollard South Green Parade of Shops

The license to carry out the repair works is still awaited from Essex Highways.

21/178 Vacancy – Village Councillor

No applications had yet been received. The advertising of the casual vacancy of Councillor to be filled by co-option will continue.

21/179 EALC – AGM

The EALC AGM 2021 was held as a virtual meeting on 23rd September 2021.

Thanks were given by the meeting to Cllr Thomas for joining the Zoom call to present the Village Council.

Cllr Thomas reported that 84 attendees participated. She noted that all the amendments to EALC constitution were carried; that it was agreed to appoint Heelis Lodge as auditors as Morris Howard Auditors were stepping down and that a 1% affiliation fee increase was agreed for the next financial year.

The Clerk will distribute the Minutes of the AGM when received.

The Chair proposed that Cllr Thomas took on the role of EALC Representative for the Village Council which was unanimously agreed by members.

21/180 Bench – St Mary Magdalene Church Yard

The Chair shared with the meeting that the Clerk had contacted St Mary Magdalene Church and they had explained the process of requesting funding to replace the benches was already in motion.

The Church suggested the Village Council make a donation instead, however the Clerk has written back to explain this is not within the Village Council legal powers. The Clerk advised the Church of the plans for the Jubilee Fête Fun Day planned in June 2022 and informed the Church they would be welcome to hold a stall to raise funds.

21/181 St Mary Magdalene Church Noticeboard

St Mary Magdalene Church was grateful of Cllr Chapmans offer to cut back the overgrown bushes around the noticeboard and Cllr Chapman has now carried out this work to improve the visibility of the noticeboard.

Thanks were given to Cllr Chapman by all those present at the meeting.

21/182 CCTV Training

The Clerk is to make arrangements for Cllrs to have training with VisionICT on either 11th or 12th November 2021.

21/183 Christmas Light – South Green 2021

Due to the length of time needed for approval from Essex Highways to make changes to the Christmas lighting display it has been decided that the same display will be used again this year and the Clerk is to begin the standard application process. It was agreed that in June 2022 Cllr Chapman would begin looking into new display ideas. It was proposed the lights be switched on 10th December 2021 and be switched off the week of 3rd January 2022.

21/184 Training

No requests for training were received.

21/185 Social Media

Cllr Crowe shared with everyone that she had now set up an Instagram account for the Village Council and had been adding photographs of the parish to the account. Cllrs were all asked to look for nice photos of the area that could be added, particularly historical photographs.

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

- The proposed removal of the recycling point
- Meeting with Gurnards Solar Farm Developers
- Village Council still awaiting Essex Highways approval to replace the broken bollard at the South Green shopping parade.
- Christmas Lights 2021 preparations beginning

Cllr J Dear put forward the idea to have links to both the Twitter and Instagram accounts on the Village Council website to help residents find the accounts more easily. Everyone agreed this would be a great help and the Clerk is to make the additions to the website.

21/186 Next Meeting

Wednesday 3rd November 2021 at 7:30pm.

21/187 Close of Meeting

The meeting closed at 8:08pm



Minutes agreed and approved:

Signed:

Date: