

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 25 OCTOBER 2017 AT 7.30 p.m.**

PRESENT:

Councillors: B. Foster: N.Tyer: S.Pegg: T.Potter

Parish Council Clerk: Mrs Christine Barlow

Residents present: 14

85/17 APOLOGIES FOR ABSENCE: Councillor Robert Smillie

Councillor B Foster (Vice – Chair) took over the Chair in the absence of Councillor R. Smillie.

86/17 DECLARATION OF MEMBERS INTEREST: To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

Agenda item 92/17: PLANNING:

- (i) APPLICATION NO: 17/01411/FULL - Councillor S. Pegg
- (ii) APPLICATION NO:17/01255/LDC – Councillor B. Foster
- (iii) APPLICATION NO: 17/01344/PDPA - Councillor N.Tyler

87/17 PUBLIC FORUM: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

- i) Residents asked for an update in regard to the barriers at Church Road. The meeting was advised that following the illegal removal of the newly installed posts at Old Church Road/ London Road Essex County Council were having further discussion with Councillor Stephen Hillier in order to prevent the same happening again if replaced. Two posts and a padlock had been installed at the entrance to the underpass and it was resolved that any damage as a result of the fire in the underpass was cosmetic.
- ii) A resident reported that unidentified quad bikes had been racing in the field beside Ilfracombe Avenue. When approached and requested to stop they moved further away from properties. The resident had reported the incident via 101. The Parish Council confirmed they would make further enquiries regarding ownership of the field. The same resident confirmed she had received a visit from the Police, as promised, in connection with a previous incident
- iii) The meeting was advised that an incendiary device from World War Two had been found in the field near Ilfracombe Avenue and had been blown up by the

- military.
- iv) A resident raised concerns regarding the condition in which horses were being kept in the compound next to the allotments on the London Road and the fact that the terrain in the compound was unsuitable for the horses, The matter had been reported but it seemed that as long as the animals had food and water then the conditions were acceptable. Residents were urged to report their concerns.
 - v) The meeting was advised of a new initiative called Safer Communities which is run in connection with Neighbourhood Watch, Police and Basildon Council. Residents could raise their concerns in connection with anti-social behaviour issues at local meetings across the district.
 - vi) The Parish Council had been notified of the temporary closure of the footpath leading to Rookery Farm from 13th October 2017 for 21 days.
 - vii) Notification had been received regarding a briefing by Essex County Council Highways on 8th November and Parish Councillors had been invited to attend.
 - viii) The Parish Council now have a Land Registry Account.
 - ix) BBC Programme the Repair Shop had advised they are looking for items which were damaged or broken and which they could bring back into use by repairing them. If residents wish to take part in the project they could contact the programme on 01273 224829 or email: repair@ricochet.co.uk

88/17 BALFOUR BEATTY: Balfour Beatty to inform regarding proposed works at Sadlers Farm and to answer questions in connection with the project.

Frank Le Sang, Balfour Beatty Project Director and Lloyd Holliday, Project Manager were introduced to the meeting and gave a visual presentation of the proposed 12-month programme of remedial works on the A13/A130 Sadlers Farm junction identified by Essex County Council following a series of routine inspections. The work had started on 14th October and he apologised for the fact that the work would cause some disruption to residents but everything possible would be done to minimise disruption to drivers and residents. General site hours would be from 7.00 – 18.00 and some weekend and night work from 20.00 – 5.00 would be necessary on specific works which could not be accomplished during daytime working in order to minimise disruption to traffic and for the safety of personnel. The meeting was advised that all work should be completed in late 2018 and that some preparation would be undertaken prior to the start of the works to establish and reorganise the compound on the B1464 London Road.

The works to be carried out will include the removal and replacement of the existing façade to enable vital drainage works to take place to structures on the A13 Link Road and the replacement of bearings on two of the bridges to improve bridge movement and increase the life span of the structure. Carriageway strengthening and verge drainage works will also take place along the A13 near Pitsea.

John Holiday was asked if the flooding in the underpass in Church Road was part of the remedial works. He informed that it was not included in his specification and advised that the matter should be raised with Ian Allen, Major Projects at Essex County Council. The Parish Clerk informed she would raise this issue with Mr

Allen.

Balfour Beatty was thanked for their attendance.

- 89/17 MINUTES OF PARISH COUNCIL MEETING:** The Council to approve the accuracy of the minutes of the meeting held on 20th September 2017.

The minutes of the previous meeting held on 20th September were accepted, by all Councillors present as an accurate record of the meeting and signed as such by Councillor B. Foster (Chair)

- 90/17 PARISH CLERK'S REPORT:** To update Councillors on Parish Council business matters.

The meeting was advised that according to information received by email from Barbara Holmes, Pitsea Neighbourhood Watch Co-ordinator, there were no reported incidents of crime in the Parish for the previous weeks.

Currently there was no update on the works to reinstall the barriers at Old Church Road. Although information from Essex County Council Liaison Officer stated that discussions were ongoing. (This item had also been covered in the Public Forum)

An application had been made to Essex County Council Community Initiative Fund for funding to install CCTV Cameras in Westlake Park. The total cost to purchase four cameras sited at different locations around Westlake Park and associated equipment was £17,295. A judging panel would meet on 21st November to discuss all applications which they had received from different organisations for funding and if the Parish Council were successful they would be able to move forward on the project installation.

Essex Records Office had contacted to advise that a new panel had been purchased to replace the vandalised panel in the sonic bench. Councillors AGREED to wait until it was known if the application for funding had been successful before making arrangements to reinstall the panel. The Parish Clerk would inform the Records Office of the Councillors decision.

A notification had been received from Essex County Council notifying of the temporary closure of the footpath leading to Rookery Farm from 13th October 2017 for 21 days.

Notification had also been received regarding a briefing session by Essex County Council Highways on 8th November at Basildon Council's St Georges Suite and Parish Councillors and the Clerk had been invited to attend.

The Parish Council were now registered with the Land Registry and there would be a charge for some information researched.

BBC Programme The Repair Shop had advised they were looking for items which were damaged or broken and which they could bring back into use by repairing

them. If residents wished to take part in the project they could contact the programme on 01273 224829 or email: repair@ricochet.co.uk

- 91/17 FINANCE REPORT:** Responsible Finance Officer to provide a financial report in connection with the Parish Council finances.

The Responsible Finance Officer provided Councillors with the current status of the Parish Council finances as follows:

	£
Balance as at 20 th September 2017	14,579.24
Balance at 25 th October 2017	16,818.80
Expenditure	
(377) RCOH Consultant (NP)	3,120.00
D/D Land Registry Search (NP)	9.00
D/D Land Registry Search (NP)	57.00
(375) BBQ Expenses (Picnic-in-the-Park)	67.37
(374) Entertainment	350.00
(369) Clerk Salary & Office Use	662.01
(372) Signs Express (Picnic-in-the Park)	24.00
(371) ABLC Affiliation x 2 (2015/2016 & 2016/2017)	40.00
(370) Clerks Tax + Emprs NI (J/A/S)	344.39
(365) Ellis Bouncy Castles (Picnic-in-the-Park)	<u>260.00</u>
	4,933.77
Income:	
Basildon Council ½ year Precept	7,173.33

Councillors were in acceptance of the Financial Statement as presented.

A notice of Conclusion of Audit had been displayed on the Parish Council's noticeboards and on the website. A copy of the Annual Return was also displayed and could also be viewed on the Parish Council website. The Annual Return was also available for inspection by an elector on application to the Parish Clerk.

A final income and expenditure account was provided to Councillors in regard to the Picnic-in-the-Park Event. The gross expenditure in regard to the Event was £1619.37. This included the purchase of two marquees totalling £450 and the purchase of a BBQ at £189.00. The net income on activities and stalls was £860.40. Councillors confirmed their agreement to "ring fence" the amount gained from activities and stalls for future Parish Council projects which would benefit the community.

- 92/17 PLANNING:** Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01411/FULL

Claremont Burnt Mills Road North Benfleet Basildon Essex SS12 9JX

Demolition of part of the barn and conversion of the remaining building to create four dwellings (2 x 2 bed and 2 x 3 bed) with associated cycle and car parking, bin storage, private garden areas and landscaping

Councillor Pegg declared an interest at the commencement of the meeting and took no part in discussions.

It was considered that the condition of the barn conversion does not comply with current regulations. The maximum number of dwellings for this type of development was three dwellings per conversion not four as the proposals state.

The building would abate on to adjoining properties, where there was also a water course running directly behind the existing building which takes away flood water from neighbouring properties and which could be affected by any proposed development placed so near it.

Safety concerns were raised regarding the access from and to the development between two blind bends on Burnt Mills Road.

Basildon Council current saved policies determine that only chalets and bungalows of a detached or semi-detached nature should be accepted in Bowers Gifford & North Benfleet and this development would set a precedent for future applications if accepted.

Contamination: The lack of information regarding any analysis of the nature of material on the site, which was mounded by a previous owner, had overriding concerns.

The proposals did not meet the National Planning Policy Framework in regard to barn conversions and the like and the development was in Green Belt.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01344/PDPA

Louisa Villa, Katherine Road, Bowers Gifford, Basildon, Essex SS13 2JX

Notification for a proposed larger home extension projecting 7.1 metres from the rear wall of the original dwelling with a maximum height of 3.09 metres and an eaves height of 2.3 metres, and constructed from materials to match the existing.

Councillor Tyler declared an interest at the commencement of the meeting and took no part in discussions.

Although it was considered that the extension was oversized for the property Councillors felt that it would have no impact on neighbouring properties and raised no objections to the application.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01255/LDC

To establish the lawfulness of an existing, free standing, store building. - The Stable Yard, Osborne Road, Bowers Gifford, Basildon, Essex SS13 2LG

Councillor Foster declared an interest at the commencement of the meeting and took no part in discussions.

The Parish Council discussed the above application for the grant of a Lawful Development Certificate (LDC) and on the information available considered that the application should be refused on the grounds that the building had been erected without planning permission and therefore the development was unlawful.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01394/FULL

Gifford House, London Road, Bowers Gifford, Basildon, Essex SS13 2EY
Revised parking space layout and landscape proposals

Councillors raised no objections to the proposals in essence but they felt that in the original application there was insufficient parking and that this revised proposal would have been an ideal opportunity to address this and increase the parking for visitor use by 3 or 4 spaces thus avoiding parking on the busy B1464 which happens at times of increased capacity. They considered that increased parking should be a matter for consideration within the revised layout proposals.

TOWN AND COUNTRY PLANNING ACT 1990 (as amended)
PRE-APPLICATION ADVICE REQUEST Application NO: ESS/19/17/BAS/PRE

Proposal: Veolia E S UK Ltd, Pitsea Hall Lane, Pitsea, Basildon, SS16 4UH
Location: Retention of a waste transfer station for food and green waste until 31 December 2019.

Councillors raised no objection to the application.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01143/FULL

Construct 3G all weather pitch (including floodlights) to the field to east/rear of the leisure centre - Eversley Recreation Ground, Crest Avenue, Pitsea, Essex

Councillors considered that in principle they were not against the introduction of this facility but they raised concerns regarding light pollution and the effects of the floodlights on nearby properties and the wider area.

The Parish Clerk to forward the Parish Council's comments to Basildon Council Planning Officers.

93/17 PLANNING DECISIONS: To receive updates regarding Planning Applications discussed at previous meetings.

APPLICATION NO: 17/01097/FULL: 86 Pound Lane Bowers Gifford Basildon Essex. Various alterations including a two-storey side extension and a first floor rear extension – **Granted**

APPLICATION NO:17/01156/TFULL: Bowers Hall Farm, Church Road, Bowers Gifford - Installation of 25 metre communications mast with two transmission dishes, ground based apparatus and ancillary development – **Refused**

APPLICATION NO: 17/01072/FULL: 8 Westlake Avenue, Bowers Gifford, Single storey, part pitched, part flat roof side extension – **Granted**

APPLICATION NO: 17/01082/FULL: Elm End, Elm Road, Bowers Gifford Construction of detached garage following destruction of the original by fire - **Granted**

APPLICATION NO: 17/1085/FULL: 70 Highlands Road, Bowers Gifford. Proposed single rear extension to replace existing conservatory - **Granted**

APPLICATION NO: 17/01093/VAR: Veolia, Pitsea Hall Lane, Pitsea. Variation of condition 1 relating to application number: 12/00422/FULL – **Granted**

APPLICATION NO : 17/01172/FULL - 1 Lee Road, Bowers Gifford. Conversion of existing semi-detached bungalows (nos. 1 & 3 Lee Road) to form chalets, incorporating new raised roofs with pitched roof front dormers and rear box dormers - **Granted**

94/17 BOWERS GIFFORD AND NORTH BENFLEET NEIGHBOURHOOD PLAN: To update on progress and discuss the next steps.

The Parish Council is working with their consultant Neil Homer of RCOH on delivering a Neighbourhood Plan to meet with the vision of the community for the future needs of the village and preparing a variety of documents required to progress to the pre-submission stage. The Steering Group have met to discuss progress and Councillor Pegg and Councillor Foster have been working on plotland areas and land ownership. A meeting has been arranged to meet with Colin Darby from St. Modwen the developer who are involved with proposals to develop Bradfields Farm and the surrounding land. The Parish Clerk had made a second application for grant funding in the sum of £6,000 in order to cover further costs for consultancy work being undertaking to produce the Neighbourhood Plan. My Community were the administrators for Neighbourhood Plan funding on behalf of the Community for Local Government (CLG). If successful this would bring the amount of grant funding obtained to £15,000. The Parish Council were also intending to apply for a grant to cover the work needed to produce a Neighbourhood Development Order and additional technical support. The next meeting of the Steering group is planned for the middle of November but a date has yet to be confirmed. The Parish Council and Neil Homer, RCOH, would be meeting Basildon Council on 13th November 2017. Councillors suggested that it might be beneficial to arrange a meeting with Development Communications who were working on behalf of Orbit Homes in respect the North Benfleet Hall

development in order for them to meet with the Steering Group. The Parish Clerk was asked to contact Development Communications to discuss.

95/17 PARISH EVENT 2018: To confirm the date for holding the event.

Councillors discussed the timing of the event and confirmed that the date of the 2018 Event as Sunday 2nd September 2018. The Parish Clerk suggested that as they had started planning early for next years' event it might be possible to form an event planning group to bring fresh ideas to the event.

96/17 COMMUNITY SPEED WATCH: To update on progress.

Councillor Potter was leading on the project. The Parish Clerk had made an application for funding to purchase Speed Camera and associated equipment via a new fund, The Local Services Fund, which was supported by Essex County Council and administered by the Essex Association of Local Councils. The cost of the equipment was £3,621. Essex Fire and Rescue were currently carrying out a survey of various locations as identified as prospective locations for the Speed Watch equipment and training was being arranged in order for the volunteers, who had put their name forward to take part in the Community Speed Watch Programme, to be trained in the use of the camera and processing the information gathered during the periods of use.

97/17 MEETINGS ATTENDED BY COUNCILLORS: To update on any meetings attended by Councillors during the month.

There had been no external meetings attended by Councillors.

98/17 DATE OF NEXT PARISH COUNCIL MEETING: To confirm the date of the next Parish Council meeting as 29th November 2017

The date of the next meeting was confirmed as 29th November at The Benbow Club, 77 Pound Lane, Bowers Gifford commencing at 7.30 p.m.