



**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB, BOWERS GIFFORD
WEDNESDAY 26th JUNE 2019 AT 7.30 PM.**

PRESENT:

Councillors: R.Smillie: T.Potter: B.Foster: D.Martin
Ward Councillor: Councillor C. Rimmer (Pitsea South East)
Parish Council Clerk/RFO: Mrs Christine Barlow

Members of the Public: 11

18/19 Apologies for absence. All Councillors present.

19/19 Declarations of member's interest – To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

Councillor Bernard Foster declared a non-pecuniary interest to Planning Application: 19/00639/FULL - Grandmas Cottage, Osborne Road, Bowers Gifford

Councillor David Martin declared a non-pecuniary interest to Planning Application: 19/00825/FULL - 5 Alpha Close

20/19 Public Forum: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) Residents commented on the amount of fly-tipping which was occurring in the Parish, the condition of the verges around Exchange House and encroachment on highways land adjacent to A127. It was felt that although complaints had been reported the authorities were slow to act. The Parish Council advised residents that they were pursuing matters but urged residents to also keep reporting complaints on matters to Basildon Council and Essex County Council websites as this hopefully would generate swifter action.

Councillor Rimmer (Pitsea South East Ward Councillor) commented he had also raised issues on behalf of the Parish Council and residents and would continue to raise with Planning Enforcement Officers and at Full Council meetings and would raise the matters discussed with Essex County Councillor Cabinet Member Tony Ball, The Parish Clerk would also email Councillor Ball. Councillor Rimmer informed that Basildon Council were piloting the use of cameras in known fly-tipping areas and would discuss if there was a case for Basildon Council to look at Bowers Gifford & North Benfleet as a high priority area in regard to fly-tipping.

(ii) The question of indiscriminate parking at school times in Ilfracombe Avenue and on the adjacent verge on the London Road was raised again and Councillors were asked if there had been any progress on installing bollards on the grass verge. The meeting was informed that Essex County Councillors had been contacted by email and asked if the matter could be raised as an issue at Local Highway Panel Meetings but to date no update had been received. The Parish Clerk advised she had sent an email to both Essex County Councillors who represented the Ward, to raise the issue of a missing bollard at the Church Road end of underpass but without any response. Councillor Rimmer had stated that he had asked South Essex Parking Partnership to visit the site and informed that the Borough Council previous Conservative administration had provided £300K within the 2018/2019 Local Highways Panel Budget for the installation of bollards district-wide and agreed to make further enquires to find out if any of this money had been allocated to Bowers Gifford.

(iii) A resident asked if there was any update of cleaning the Bus Shelters on Pound Lane. Currently quotations were being obtained. The resident informed she knew of a contractor and would provide contact details.

21/19 Ward Councillor update: Time is set aside for Borough or County Councillors to address the meeting.

Councillor Rimmer (Pitsea South East Ward Councillor) informed the meeting that the following evening (27th June) an emergency meeting of the Borough Council was taking place to discuss poor air quality on the A127. The Borough Council was proposing to introduce a 50 mph speed limit from the Fairglens junction to the Nevendon junction to regulate the flow of traffic in order to improve the Air Quality. It was considered that some stretches on this section of the A127 were a danger to health in regard to air quality. Central government had agreed to the proposed measures but were insisting that the Borough Council put them in place sooner than Essex County Council contractors were prepared to carry – out the work. Talk with Essex County Council and the Government were also ongoing regarding making the A127 a chargeable zone (toll road) for certain business traffic i.e. freight and Borough Council considered this action might delay the Local Plan and a request had been made to the Planning Inspector to delay examination of the Plan until the end of December. Councillor Rimmer suggested that this action may result in an adverse effect on the Neighbourhood Plan and advised he would provide an update at the next Parish Council meeting regarding any outcome.

22/19 Minutes of Parish Council meetings: To approve the minutes of the Parish Council Annual Meeting on 29th May 2019.

The minutes of the previous meeting were confirmed, by all present, as an accurate record of the meeting and were signed to confirm by Councillor Robert Smillie, Chair.

23/19 Parish Clerks Report: To report on business undertaken since the last meeting of 29th May 2019.

(i) Item 8/19: Site Meeting with ECC Local Highways Panel Officer on 23rd May 2019: Although an email had been sent to ECC Councillors requesting that the matters raised at her meeting with the Local Highways Panel Liaison Officer on 23rd May be discussed at the Local Highways Panel Meeting on 10th June these matters

were not discussed but subsequently a letter had been received from Essex County Council Structures Team stating that investigation works were to be undertaken in connection with the underpass with effect from 8th July 2019. The Clerk to update at the July meeting.

(ii) Councillor vacancy: The Echo newspaper had been contacted to run an article advertising Parish Councillor vacancies.

(iii) Neighbourhood Plan update: Urban Vision, who are providing Technical Support in regard to the Neighbourhood Plan had carried out site assessments in the Parish on 3rd, 4th and 5th June. A total of 63 separate sites were assessed and Urban Vision are currently preparing a report for the Parish Council which was anticipated to be received mid-July. These sites were not only for development in the plotlands but included other sites within the Parish that had been put forward as part of the Parish Council’s “ Call for Sites” programme. Urban Vision had also written to Essex County Council to request more information on the Highways Transport Modelling for the area and Infrastructure proposals as part of this work.

(iv) Parish Councillors had met with Basildon Borough Council and Essex County Council and asked for further Technical Support in respect of preparing the Neighbourhood Plan with limited success. Investigations were ongoing to research sources for additional Technical Support and funding in order to prepare the numerous pieces of evidence required to support the Neighbourhood Plan.

24/19 Finance Report: To provide Councillors with a summary of the Parish Council’s financial position.

The following report was provided to Councillors by the Responsible Finance Officer (RFO). There were no matters arising. Councillors were advised that following a claim to HMRC in respect of a refund of VAT for 2018/2019, the sum of £6,203.9 had been received and was reflected in the bank statement.

(i)

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Balance at Bank as at 29 th May 2019	14,474.43
Balance at Bank as at 26 th June 2019	19,683.08

Breakdown:

Income: HMRC VAT Credit	6,203.90
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Expenditure:

(470) Clerks Salary (May) Plus Tel & Office Use	874.32
(471) Clerks Expenses: Stationary, Postage, Meeting costs	<u>120.93</u>
	998.25

(iv) The Parish Council’s Annual Governance and Accountability Return (AGAR) had been sent to PKF LittleJohn, the Governments Appointed External Auditors, for consideration and approval. The Parish Council were subject to an external audit due to the fact that the Council’s income during the 2018/2019 financial year was above

£25,000. A Notice of Electors Rights had been published both on the Parish Council website and noticeboards from 17th June 2019 to run to 24th July 2019 giving electors the opportunity to inspect the Parish Council financial accounts.

25/19 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: 19/00825/FULL

Conversion of bungalow to chalet incorporating front and rear cat-slide dormers & a proposed single storey rear extension - 5 Alpha Close, Bowers Gifford, Basildon, Essex

The Planning Application was discussed and all Councillors **AGREED** there were no objections.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/00639/FULL

Demolition of existing stable block and construction of single storey detached annexe - Grandmas Cottage, Osborne Road, Bowers Gifford, Basildon

The Planning application was discussed and although some concerns were raised regarding exceeding Permitted Development it was **AGREED** that any decision to grant or refuse the application should rest with Basildon Council Planning Committee and the recommendations from Borough Planning Officers.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/00853/FULL

Raise roof ridge by 600mm – Glenwood, Carlton Road, Bowers Gifford, Basildon

Councillors having discussed the application raised no objections to the proposed changes in principle. However, it was considered that when making any decision Planning Officers and the Planning Committee should take into account the need to be mindful of the constraints specified for plotland areas.

**TOWN AND COUNTRY PLANNING ACT 1990 (as amended)
APPLICATION NO: CC/BAS/28/19**

Proposal: Upgrade works to the A127/A130 Fairglen Interchange including the creation of a new link road between the A130 and A127, improvements to non-motorised users crossing points (including provision of a pedestrian / cycle bridge over the A1245), widening of slips/lanes and improvements to traffic signalling
Location: A127/A130 Fairglen Interchange

Councillors considered they needed more time to consider their response to the application due to the complexities of the application. It was **AGREED** that a copy of their response would be provided as an attachment to the minutes of the next Parish

Council meeting in July. It was concluded that the Council would highlight the need for a road from Pound Lane to the A130 in any future development plans and that there was also a need for the Parish Council to be included in future consultations being held with key stakeholders in connection with improvements to the Parish infrastructure as this would affect future development proposals in the BGNB Neighbourhood Plan.

26/19 Planning updates and comments: To receive updates and comments on planning applications discussed at previous meetings.

PLANNING APPLICATION NO: 14/01308/FULL: Single storey rear extension - 53 Highlands Road Bowers Gifford Basildon SS13 2HX – Granted

PLANNING APPLICATION NO: 19/00179/FULL: Redevelopment of northern part of site for B1 and B8 uses, with associated parking, cycle bays and hardstanding. - Sadlers Hall Farm, London Road Bowers Gifford – Granted

Despite the application being granted and some changes being made to the original application Councillors felt there were still safety issues in regard to vehicles exiting and entering the site.

27/19 Web Accessibility: To discuss new legislation regarding Web Access compliance.

New regulations regarding websites provided by public sector bodies, such as the Parish Council, came into effect on 23 September 2018 (Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018). These regulations state that all UK service providers and public sector bodies must make “reasonable adjustments” to their websites so ensure they were easily accessible and understandable to people who had a perceived disability under the Equality Act 2010. Existing websites, such as the website of the Parish Council, must make adjustments by 23 September 2020 to ensure it complied with the regulation. The risk with non-compliance with the regulation was not a rap on the knuckles from the Equality and Human Rights Commission, but a threat of legal action from a disgruntled user who realised they have a legal right to accessible information.

The Parish Clerk had attended a Course on 8th June 2019 regarding the changes in order to understand the requirements of the new regulations and was now in the process of updating and making changes to the website to comply where reasonably possible. As an aside Councillor Rimmer complimented the Parish Council on its website ease of access.

28/19 Date of next meeting: Wednesday 31st July 2019

The next Parish Council meeting will take on Wednesday 31st July 2019 at The Benbow Club, 77 Pound Lane, Bowers Gifford.