

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 26 APRIL 2017 AT 8.15 p.m.**

PRESENT:

Councillors: R.Smillie: B. Foster: T. Potter:

Parish Council Clerk: Mrs Christine Barlow

Residents present: 9

1/17 Apologies for absence: Councillor Nigel Tyler: Councillor Sheelagh Pegg

2/17 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 Terry Potter and Councillor Bernard Foster declared an interest in respect of planning applications 17/00464/FULL - 75 Highlands Road and 17/00344/FULL - Land Between The Whisperings And Celandine, Osborne Road respectively

2/17/1 Open Forum:

The Chair, closed the meeting and opened up the floor to give residents the opportunity to ask questions of their Councillors.

(i) A resident asked why the Recycling Centre in Courtauld Road emitted dust from its chimney covering cars in the vicinity. Councillor Foster explained that the plant ran under controlled systems which worked under pressure. When this pressure reached a certain level it vented and exhaled the substance that caused the fine dust problem. The Parish Council had tried to get agreement to look round the site but had been unsuccessful and until the commissioning process has been completed this would not be permitted. Residents stated that often black smoke came out of the chimney. Councillor Foster urged residents to register a complaint with Essex County Council regarding the dirty emissions and Councillor Smillie suggested the Parish Council could take the matter up with Essex County Council via the Basildon Liaison Meetings or maybe with the Echo newspaper.

(ii) A resident also raised a concern regarding the mountains of wood and other items in the wood yard just off Pitsea Hall Lane which were clearly visible from the train. Councillors suggested that the issue was an environmental issue and try and make some enquiries via this route.

(iii) A resident asked what the regulations were concerning Fire Pits or Pizza

Ovens. Councillors stated they were not familiar with the regulations but would research the matter and report back their findings at a future meeting.

There being no further questions the Chair closed the Open Forum session and continued with the Parish Council meeting.

3/17 Minutes of Parish Council meeting held on Wednesday 29th March 2017: Council to approve the accuracy and content of the minutes of the previous meeting and the Chair to sign.

The minutes of the previous meeting were accepted as an accurate record of the meeting on 29th March 2017 and Councillor Robert Smillie signed the minutes to confirm this.

4/17 Parish Clerk's Report: The Parish Clerk to report and update on Parish Council business since the last meeting

The Parish Clerk provided the following update to Councillors:

(i) A request to repaint the yellow lines on the corner of William Road/Canvey Road had again been sent to South Essex Parking Partnership (SEPP) for consideration. Information obtained from the website advised that the work is in the process of being scheduled.

(ii) Kelly Road pavements have been reported on the Essex County Council Highways Website (REF: 2514244)

(iii) A signpost lying on the verge in Osborne Road at the junction of Osborne Road/Pound Lane has been reported to Essex County Council Highways department.

(iv) The bell end of the road at the junction of Osborne Road/Pound Lane was reported by a resident as in need of repair as there were a number of potholes which needed to be filled in. Information received pointed to the fact that the bell end was reportedly the responsibility of Essex County Council Highways although when the Parish Clerk tried to log a report on their website it did not recognise this fact and she was unable to log the report. However, it had been noted that a routine inspection in the location had been carried out in February 2017. Further investigations regarding ownership were to be carried out.

(v) Several reports of fly-tipping had been reported to Basildon Council and all items removed.

(vi) It was reported that BT engineering works were to be carried out on a stretch of road between the A127 slip road and Burnt Mills Road on 14th May 2017 and it had been suggested that this might be a good idea to litter pick the area whilst closed. Some enquires were being made.

(vii) John Baron's Annual Fun Walk was to take place on 21st May at Barleylands Farm, Billericay. Unlike in previous years Members were unable to

do the walk themselves due to injury but they were willing to support any resident who would like to raise money through sponsorship. Anyone interested was asked to contact the Parish Clerk.

- 5/17 Finance Report:** The Responsible Finance Officer to report on the Parish Council's current financial position and advise on arrangements to carry out the Annual Internal and External Audit.

The Responsible Finance Officer provided Councillors with the following information and supporting bank statements.

	£
Balance at Bank 29 th March 2017	9,429.80
Balance at Bank 21 st April 2017	16,089.41
Expenditure	
HMRC Clerks Tax & Emprs NI (Jan/Feb/Mar)	-268.84
RCOH - Initial payment to Neighbourhood Plan Consultant	<u>- 1,200.00</u>
	-1,468.84
Income	
Precept ½ year Plus Local Council Tax Scheme Payment	8,128.45

Councillors were advised that the Parish Council's Internal Audit was to be carried out on Wednesday 10th May by Heather Hellis, Hellis & Hellis Accountants.

The results of the Audit would be published on the Parish Council website and a notice would be published on the website and Parish noticeboards giving electors the opportunity to scrutinise the accounts between 5th June 2017 and 14th July 2017.

- 6/17 Annual Governance Statement:** Councillors to confirm that sound systems are in place for the internal control of Parish Council finances and business.

Councillors confirmed that in respect of Parish Council finances and business there were sound systems of internal control in place, including the preparation of accounting statements.

The Annual Governance statement 2016/2017 (Ref: Section 1 of the Annual Return) was completed to confirm that all procedures were in place and all recommendations had been applied during the year. The relevant section of the Annual Return was signed by Councillor Smillie, Chair.

The completed Annual Return would be sent to PKF Littlejohn, the Government's appointed external auditors, by 12th June 2017 for ratification. A copy of the Annual Return 2016/2017 would be published on the Parish Council's website www.info.essex/bgnb-parishcouncil once all parts were completed and signed off.

7/17 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: 17/00427/FULL

Construct part two storey part first floor extension to existing dwelling, two storey side extension and front porch – Lenco, Victor Avenue, Bowers Gifford, Basildon

Councillors commented that they considered there to be insufficient information, in respect of the Planning Application, on Basildon Council's website. They considered the application should be refused on the grounds that it was in breach of all the regulations and saved policies and exceeded permitted development. If permission was granted application controls should be put in place regarding future building on the site.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/00464/FULL

Proposed single storey rear extension - 75 Highlands Road, Bowers Gifford Basildon, Essex.

Councillor Potter declared an interest in the application. The remaining Councillors considered that a further extension to this already extended property would virtually consume the whole plot and therefore exceed permitted development.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/00344/FULL

Proposed construction of a detached chalet dwelling. - Land Between The Whisperings And Celandine, Osborne Road, Bowers Gifford, Basildon

Councillor Foster declared an interest in respect of the planning application.

Councillors had considered the application and made the following comments:

- (i) It would be beneficial to the area for the plot to be developed in a sympathetic way as at this moment it adds no value to the Green Belt. However the proposed dwelling appears to be too large for the plot and the building line was too close to the road.
- (ii) Insufficient consideration has been given to parking or the risk of flooding.
- (iii) The ridge height was described as low but at 7 meters it was the maximum height as permitted within saved Policy BAS BE15.
- (iv) Several details in the design raise concern and there appeared to be no detail of the size of bin area behind the garage.
- (v) The plot is in the Green Belt and certain restrictions therefore should be applied.
- (vi) The proposed design would need to fit in with the character of the area.

Councillors therefore suggested that based on their comments the application should be refused as it stood.

7/17/1 Planning decisions and comments: To receive updates and comments regarding Planning Applications.

17/00087/FULL 8 Eric Road: Application Granted.

16/00810/FULL Sunnyside, Lower Avenue: Application Granted.

15/01145/FULL 17 Westlake Avenue: Conditions removed.

17/00268/FULL Colarado , Burnt Mills Road: Application Granted

16/00888/FULL Cranbrook, Osborne Road: Pending

8/17 Neighbourhood Plan: To update briefly on progress.

The Parish Clerk updated on progress. The Parish Council had applied for a grant via Locality, a government led organisation, to cover the cost of funding the services of a consultant to assist in providing Technical Support to progress the Neighbourhood Plan. If the application was successful an initial grant of £9,000 to cover some of the costs would be provided. A further grant of £6,000 could then be applied for in September/October to complete the necessary work in order to submit the Neighbourhood Plan to the Government's Examiner in 2018.

A consultant had been engaged, subject to funding, to carry out this important work and an interim payment of £1000 + VAT had been made for initial services. Councillors and interested parties had met with the consultant on 5th May and a discussion held regarding the next steps to progress the Plan. Further meetings would be held to map out the requirements of setting up the Neighbourhood Development Plan. Confirmation of the funding application was due by the second week in May.

9/17 Date of next Parish Council Meeting: To confirm date and time of Parish Council Annual Meeting.

The Parish Council Annual Meeting was confirmed as Wednesday 31st May 2017 at 7.30 p.m. at the Benbow Club, 77 Pound Lane, Bowers Gifford.