

Minutes of the Little Burstead Parish Council meeting  
held at Little Burstead Village Hall  
on Wednesday 11<sup>th</sup> September 2019 at 7.30 pm

**Present:** Councillor Pauline Bowles: Councillor David Clark:  
Councillor Katrina Watts: Councillor Abi Mohseni:

**In Attendance:** Mrs. Christine Barlow, Clerk to the Parish Council

**Members of Public:** 3

35/19	<b>APOLOGIES FOR ABSENCE:</b> Councillor John Mitchell
36/19	<p><b>DECLARATIONS OF MEMBER'S INTERESTS:</b> To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.</p> <p>No declarations regarding items on the agenda were received.</p>
37/19	<p><b>PUBLIC FORUM:</b> The meeting will be opened to the public to give residents an opportunity to ask questions.</p> <p>Councillor Bowles explained to members of the public, present, that residents were given the opportunity to raise questions during this part of the meeting but after this agenda item, unless invited to do so, the meeting was closed to any further questions.</p> <p>(i) Residents attending the meeting raised concerns regarding the public right of way which ran along Rectory Road beside St Marys Church which the incumbent farmer has a legal responsibility to maintain. It was considered that the farmer, whose land ran alongside the footpath, was failing to comply with his legal duty the Parish Council was requested to take steps to bring the matter to the farmer's attention. It was further commented that the footpaths generally within the village were poorly maintained. Councillor Bowles advised that during a meeting in August with Essex County Council Public Rights of Way (PROW) Officers they drew to their attention the lack of maintenance of the footpaths being discussed and the officers agreed to look into the matter. Concerns were also raised that not keeping the footpath clear for access was causing a danger to members of the public who were forced to step out into a very busy Rectory Road. In addition, it was noted that the ditch beside St Marys Church car park was blocked by fly-tipping material which had been cleared away from the entrance to the Church but not removed from the ditch area. Councillor Mohseni offered to take a picture of the location for ease of reference and pass on to the Parish Clerk to enable her to support the complaint with visual evidence when reporting to both Essex County Council and Basildon Council and report back on progress at the next meeting.</p> <p>(ii) It was suggested that another fingerpost could be erected on Rectory Road to sign post the direction people could walk along the footpath to access other parts of the village.</p>

	<p>(iii) The issue regarding the carpark area being unable to cope with the large number of cars using it to attend Sunday Service was raised. Councillor Mohseni offered to open the adjacent gate to his property on a Sunday to enable people use as an overflow car park.</p> <p>(iv) A resident raised the matter of the long grass along Noak Hill Road near to the roundabout.</p>
<b>38/19</b>	<p><b>MINUTES OF PREVIOUS MEETING:</b> Council to approve the accuracy of the minutes of the previous meeting held on 10<sup>th</sup> July 2019 and Chair to sign.</p> <p>The minutes of the previous meeting held on 10<sup>th</sup> July 2019 were <b>AGREED</b> as an accurate record of the meeting and signed to confirm by Councillor Pauline Bowles.</p>
<b>39/19</b>	<p><b>PLANNING:</b> To record Councillors views and comments on Planning Application/s under the Town and Country Planning Act 1990 (as amended) as received from Basildon Borough Council.</p> <p><b>TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/01044/FULL</b></p> <p>Demolish existing dwelling and construct replacement single-storey dwelling - The Chalet, Broomhills Chase, Billericay, Essex</p> <p>The Parish Council having discussed the planning application objected to the application on the following grounds:</p> <p>i) Granting the application would constitute over development of the site.  ii) Planning permission has already been granted for a further two bungalows on this site (19/00239/FULL) and further development would increase the level of traffic on Broomhills Chase, a narrow "No Through Road" in contravention of BAS BE12 (v) and the use of heavy vehicles will cause further damage to existing infrastructure.  iii) Permitted development rights should be withheld as per recommendation in a previous report in reference to Planning Application-19/00239/FULL.  iv) A fourth residential dwelling on this site would constitute over dominance of the site and cause prolonged disturbance in regard to neighbouring properties and Broomhills Road residents in general.  v) Although a Lawful Development Certificate was granted on 28th May 1998 to establish the lawfulness of the use of the building known as " The Chalet", local knowledge appears to point to the fact that there is no evidence or local records to substantiate that "The Chalet" as a residential unit exists.  vi) Subject to land contamination.  vii) No clear evidence of the current or future disposal of foul sewage is detailed on the application.</p> <p><b>TOWN AND COUNTRY PLANNING ACT 1990 APPLICATION NO: 19/01284/FULL:</b></p> <p>Proposed outbuilding to be used as a gym and pool room - The Coach House, Tye</p>

	<p>Common Road, Billericay, Essex CM12 9TT</p> <p>The Parish Council raised no objections in regard to this planning application.</p> <p><b>TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/01255/OUT:</b></p> <p>Outline application for residential development with all matters reserved - Salmons Farm, Tye Common Road, Little Burstead, Billericay, Essex</p> <p>Councillors discussed the above and felt that, although the application is outline, the current application does not provide sufficient information regarding:</p> <ul style="list-style-type: none"> <li>(i) the numbers of dwellings proposed.</li> <li>(ii) adequate provision for infrastructure of access.</li> <li>(iii) consideration in regard to increased traffic turning into Tye Common Road.</li> <li>(iv) the effects on the surrounding area to enable an informed decision to be made.</li> <li>(v) the development site is part of the Green Belt and as such there are no special circumstances to grant the application.</li> </ul>
40/19	<p><b>PLANNING DECISIONS AND COMMENTS:</b> To receive updates and comments regarding planning applications discussed at previous Parish Council meetings.</p> <p>Councillors confirmed that where possible decisions could be written as appropriate on the meeting agenda for public knowledge.</p> <p><b>Planning Application: 19/01127/LDC:</b> To establish the lawfulness of a proposed outbuilding - The Coach House, Tye Common Road, Billericay, Essex, CM12 9SS - <b>Refused</b></p> <p><b>Planning Application: 19/00970/NMABAS:</b> To establish whether changing the flat roof area into a balcony can be considered a non-material amendment to planning permission 18/01015/FULL Flat roof area converted to balcony. Mae-Val Green Lane Billericay Essex CM12 9TT - <b>Granted</b></p> <p><b>Planning Application: 19/00764/FULL:</b> Erection of an agricultural steel portal frame building Broomhills Farm Rectory Road Billericay Essex CM12 9TR - <b>Granted</b></p> <p><b>Planning Application: 19/00721/LDC:</b> To establish the lawfulness of a proposed outbuilding (10.4m x 7m x 4m high) to be used for seating, growing plants, entertaining guests and playing snooker and an enlarged patio area -Walnut Tree Lodge Rectory Road Billericay Essex CM12 9TR - <b>Granted</b></p> <p><b>Planning application: 19/00627/FULL</b> Construction of greenhouse Stead Hall Farm Laindon Common Road Billericay CM12 9TD - <b>Granted</b></p>

41/19	<p><b>PARISH CLERK'S REPORT:</b></p> <p>(i) The Parish Clerk to update Councillors on Parish Council business discussed at previous meetings.</p> <p>(ii) The Clerk advised that since the last meeting she had attended several training courses on behalf of the council and was also still in the process of studying for her Certificate of Local Council Clerks Accreditation (CILCA)</p> <p>(iii) She advised that she had contacted Billericay Town Council regarding the footpath near to the new retirement home, Churchill's, in Laindon Road and had been advised that developers were intending to install a footpath on one side of the road for access.</p> <p>(iv) The issue of a tree overhanging the road in Kennel Lane was raised at a recent Association of Basildon Local Councils meeting and passed on to Great Burstead &amp; South Green Village Council for action.</p> <p>(v) A request has been made to Christine Lyons, Head of Planning, to meet with the Parish Council to discuss various enforcement and planning issues and a date of 17<sup>th</sup> September has been arranged. Councillors confirmed this date was acceptable.</p> <p>(vi) The Clerk having written to Waitrose Supermarket to request support to help in the funding of the Defibrator Project and had received a reply in which Waitrose had agreed to donate a prize for a raffle. The Clerk had also requested to be included in the stores Community Matters Project and was informed that there was a long waiting list and that the nearest opportunity to be included was March 2020. The Parish Council confirmed their <b>AGREEMENT</b> to request being added to this waiting list. In connection with the project the Clerk had contacted The Dukes Head Public House and provided them with some Fun Walk sponsorship forms and discussed with them regarding further sponsorship from one of their fundraising events they intended to hold in 2020. Councillor Clark also offered to follow up any sponsorship by the Burstead Golf Club.</p> <p>(vii) In conjunction with the Village Hall Committee a Parish newsletter was published and distributed to homes in the village.</p> <p>(viii) The Clerk confirmed the Parish Council would again take part in Essex County Council's Winter Salt Collection Scheme for 2019/2020. The collection point was to be confirmed with Little Burstead Farm Shop.</p> <p>(ix) Regarding superfast broadband for Little Burstead the Clerk had written to Essex Superfast to ask why Little Burstead is being ignored regarding improvements to faster broadband connections despite Basildon Borough Council making available money for areas within the Borough to be connected and the fact they seem to be off-loading the project to third parties such as County Broadband thus increasing costs to residents. A response had yet to be received but the Clerk would keep the Parish Council updated.</p>
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	<p>(x) The Clerk informed Councillors that she had also been in touch with Basildon Council Planning Department regarding building works at Broome Cottage and was waiting for an update from Planning Officers.</p> <p>(xi) The Clerk notified Councillors that her hours had increased from 7 hours to 9 hours per week from 1<sup>st</sup> September 2019.</p> <p>(xii) The Wheatsheaf Cottage planning conditions were discussed and the Parish Council and residents' concerns regarding the windows within the property and conditions relating to the application. It was noted that this would be one of the points of information to be raised with planning officers when Councillors met on 17<sup>th</sup> September 2019.</p> <p>(xiii) As reported in the previous minutes the Clerk had written to Essex Highways who had confirmed they had no objections to the Parish Council's Highways Gateway Project. She had also written to Essex County Councillors and Ward Councillors regarding their support for the project. Once the approval had been confirmed for the project from all parties funding for the project would be sought.</p>																												
42/19	<p><b>JOHN BARON'S FUN WALK:</b> To update regarding participation in the event on 8<sup>th</sup> September in order to raise funds for the purchase of a defibrillator for the Parish.</p> <p>Councillor Bowles and Council Watts had taken part in John Baron's Fun Walk the previous Sunday and the amount collected would be used to help fund the Defibrillator for the village. The final amount collected via this sponsorship would be increased via the Fun Walk's own sponsorship pot. Councillors were congratulated for their participation in the Fun Walk.</p>																												
43/19	<p><b>FINANCE REPORT:</b> To advise Councillors on the current financial position.</p> <p>The Responsible Finance Officer provided a summary of the Parish Council's finances to date as follows:</p> <table border="1" data-bbox="341 1406 1406 2056"> <thead> <tr> <th></th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Balance at Bank 9<sup>th</sup> July 2019</td> <td>8,052.91</td> </tr> <tr> <td>Balance at Bank 11<sup>th</sup> September 2019</td> <td>3,585.07</td> </tr> <tr> <td><b>Expenditure:</b></td> <td><b>£4,467.84</b></td> </tr> <tr> <td><b>Income:</b></td> <td><b>Nil</b></td> </tr> <tr> <td><b>Expenditure:</b></td> <td></td> </tr> <tr> <td>(742) Bradford Memorials – War Memorial</td> <td>3,300.00</td> </tr> <tr> <td>(743) Clerks Tax (June &amp; July)</td> <td>150.20</td> </tr> <tr> <td>(744) First Aid Training</td> <td>100.00</td> </tr> <tr> <td>(745) Clerks Salary (June &amp; July) Plus Office use &amp; Tel/BB</td> <td>667.64</td> </tr> <tr> <td>(747) C. Bowen – Computer Repair</td> <td>40.00</td> </tr> <tr> <td>(748) Food Safety Training</td> <td>132.00</td> </tr> <tr> <td>(749) Councillor Training</td> <td><u>78.00</u></td> </tr> <tr> <td></td> <td>4,467.84</td> </tr> </tbody> </table>		£	Balance at Bank 9 <sup>th</sup> July 2019	8,052.91	Balance at Bank 11 <sup>th</sup> September 2019	3,585.07	<b>Expenditure:</b>	<b>£4,467.84</b>	<b>Income:</b>	<b>Nil</b>	<b>Expenditure:</b>		(742) Bradford Memorials – War Memorial	3,300.00	(743) Clerks Tax (June & July)	150.20	(744) First Aid Training	100.00	(745) Clerks Salary (June & July) Plus Office use & Tel/BB	667.64	(747) C. Bowen – Computer Repair	40.00	(748) Food Safety Training	132.00	(749) Councillor Training	<u>78.00</u>		4,467.84
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	VAT paid on all relevant invoices would be reclaimed at the end of the financial year.
<b>44/19</b>	<p><b>PUBLIC RIGHT OF WAY MODIFICATIONS:</b> To update regarding modifications to public footpaths within the Circular Walk Route.</p> <p>Councillors had met with Andrew Richings, Definitive Maps Officer and Simon Taylor, Public Rights of Way Officer clarification in respect of proposed changes to the footpath but as yet there had been no further update on their discussions.</p>
<b>45/19</b>	<p><b>ABLC Subscription payment 2019/2020:</b> To agree subscription payment to the Association of Basildon Councils.</p> <p>It was <b>AGREED</b> to renew the Parish Council's annual subscription to the Association of Basildon Councils (ABLC) for 2019/2020 in the sum of £20. Councillors were also advised that the Association was proposing to provide a free training session for new and existing Councillors.</p>
<b>46/19</b>	<p><b>PUBLIC CONSULTATION – STATEMENT OF COMMUNITY INVOLVEMENT REVIEW 2019:</b> To discuss the Parish Council's response to Basildon Council's Consultation regarding Community Involvement.</p> <p>Councillors considered that the timing of the consultation was inappropriate given the fact that publication of the review was during the holiday period which meant that the Parish Council had not been able to meet during the consultation period. The Parish Clerk confirmed in an attempt to give Councillors more time to consider the document she would request an extension of time to review the Consultation documentation.</p>
<b>47/19</b>	<p><b>DATE OF NEXT MEETING:</b> To confirm the date of the next Parish Council meeting as Wednesday 13<sup>th</sup> November 2019 at 7.30 p.m.</p> <p>The date of the next meeting was confirmed as Wednesday 13<sup>th</sup> November at 7.30 p.m at Little Burstead Village Hall, Laindon Common Road, Little Burstead.</p>