



GREAT BURSTEAD AND SOUTH GREEN VILLAGE COUNCIL

Mrs Mylène Linwood
Clerk & Responsible Financial Officer

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NOTICE IS HEREBY GIVEN THAT MEMBERS ARE SUMMONED to attend the Meeting of the Village Council of Great Burstead and South Green, which is to be held at South Green Memorial Hall, Southend Road, Billericay, on **Wednesday 7th January 2026** starting at **7:00 pm** for the purpose of conducting the following business:

Dated: **31st December 2025**

Signed,

M Linwood

Mrs M Linwood, Clerk & RFO to the Council

AGENDA

1) Apologies

To receive apologies for absence.

2) Declarations of Interests & Register of Members Interests

Members to declare any interest with regard to items on the agenda and to comply with the requirements of the legislation.

3) Minutes

To receive and consider the Minutes of Wednesday 3rd December 2025, to be amended if inaccurate and signed by the Chair as true records of the meetings.

4) Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made

5) Finance

a) To approve payments:

Month	Cheque No	Payee	Description	Amount
January	Bank charge	Santander	Business account bank charge	£9.99
January	Standing Order	Mrs M Linwood	Clerk salary December 2025	£830.53
January	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (Dec 2025 – Jan 2026)	£18.48
January		Crystal Print	Village Voice: Printing of 2700 copies	£486.00
January		South Green Memorial Hall	Hall Hire: December meeting + working party meeting	£66.25
January		Mrs M Linwood	Clerk expenses: Recorded delivery letters to HMRC and Santander Business Banking + Printer ink multipack	£63.44
January		Mrs M Linwood	Home working allowance Q4: Oct, Nov, Dec 2025	£200.00
January		Mrs M Linwood	HMRC PAYE & NI Months 7&8 2025-26	£124.06
				Total £1798.75

6) Planning

Members are asked to consider the following planning applications:

Planning App. Ref	Address	Planning Request
25/01551/FULL	139 Grange Road Billericay Essex CM11 2SA	Single storey rear extension, new porch to front and extension to existing front and rear dormers
25/01573/FULL	24 Trinity Close Billericay Essex CM11 2RZ	Dormer to front
25/01553/FULL	2 Mill Cottage Southend Road Great Burstead Billericay	Conversion of garage to a holiday cottage and alterations to elevations
25/01546/FULL	90 Grange Road Billericay Essex CM11 2RL	Single storey rear extension, and front porch with associated access ramp.
25/01565/OUT	Land Between Outwood Common Road And Coxes Farm Road Billericay	Demolition of existing buildings and structures. Outline planning application with all matters reserved except means of access for the redevelopment of the site for residential development of up to 250 dwellings (Use Class C3) including provision of affordable housing, landscaping, public open space and play space, active travel links for pedestrian and cycle access, off-site highways improvements, and all associated infrastructure.
25/01656/FULL	Garages At Beams Close Beams Close, Billericay	Demolition of existing garages, and erection of 3No. two storey houses with associated parking.

7) Local Government Reorganisation - Essex Devolution

To confirm the Village Council's response has been submitted and remind all residents that the consultation closes on the 11 January, 2026.

The consultation can be accessed at: <https://www.essexlgrhub.org/proposals> and <https://www.essexlgrhub.org/have-your-say>

8) Draft Local Plan Regulation 18 Part 3 Consultation.

To arrange a working party meeting to approve the Village Council's response to the regulation 18-part 3 consultation.

All residents are encouraged to take part in the consultation which is open until 16th January 2026.

To take part please visit the website: <https://basildonlocalplan25.commonplace.is/>

or contact Basildon Borough Council

Email: planning@basildon.gov.uk

Telephone: 01268 533333

Write: Planning department, Basildon Borough Council, the Basildon Centre, st. Martin's square, Basildon, Essex, SS14 1DL

Website: www.basildon.gov.uk

9) Grange Road Shopping Parade

To receive any further information available on repairs to the car park road surface, and replacement of the damaged pavement safety bollards along this stretch of road.

10) New Bench – Hickstars Lane / Grange Road

To receive an update on the proposal for the Village Council to install a new bench.

11) Training

To receive any training requests from the latest training calendar from the EALC.

12) Social Media

To receive an update from Cllr. Crowe on the Village Council's social media accounts and consider future posts for Facebook and Instagram.

13) Date of the next meetings

4th February 2026, 4th March 2026

14) Close of Meeting