



**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 4<sup>th</sup> March 2026** starting at **7:00 pm** for the purpose of conducting the following business:

Dated: **25<sup>th</sup> February 2026**

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 4<sup>th</sup> February 2026, 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
March	Bank charge	Santander	Business account bank charge	£9.99
March	Standing Order	Mrs M Linwood	Clerk salary February 2026	£830.53
March	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (Feb – March 2026)	£18.48
March		Mrs M Linwood	Clerk expenses Condolence Flowers EDF Energy Telephone Call Charges Land registry information (South Green shopping parade)	£35.00 £19.93 <u>£14.00</u>
			Total	£68.93
March		South Green Memorial Hall	Hall hire – February meeting	£59.13
			<b>Total:</b>	<b>£987.06</b>

b) To review outgoing payments forecast and agree an amount of funds to transfer to the Village Council reserve (savings account) from the current account.

**6) Planning**

Members are asked to consider the following planning applications:

<b>Planning App. Ref</b>	<b>Address</b>	<b>Planning Request</b>
26/00107/FULL	Rose Cottage Coxes Farm Road	Erection of one self-build dwelling and one custom build dwelling with associated access, parking, landscaping and other ancillary works
26/00085/FULL	10 Anthony Close CM11 2QD	Loft conversion incorporating rear and front dormers
25/01629/VAR	Barleylands Barleylands Road Billericay	Removal of condition 23 of 23/01468/FULL, which states 'No development shall take place within Parcel A which shall remain undeveloped.'
26/00131/FULL	99 Church Street Billericay CM11 2TS	Erect single storey outbuilding at end of rear garden for use as home gym, bar area and changing facilities

**7) To consider a Best Garden Competition**

**8) To consider improving play equipment**

**9) To consider maintenance work to the youth shelter on the Village Green**

**10) Local Council Elections 2026**

To receive an update

**11) Publication Scheme**

To approve and adopt the model publication scheme.

**12) Privacy Statement**

To review and adopt the Village Council's Privacy Statement

**13) Data Protection Policy**

To approve and adopt the model Data Protection Policy.

**14) CCTV Maintenance Contract**

To receive and review the 2026-27 Maintenance contract for the Village Council CCTV cameras.

**15) 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.

**16) New Bench – Hickstars Lane / Grange Road**

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

**17) To discuss holding Councillor Surgeries**

**18) Training**

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

**19) 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.

**20) Date of the next meetings**

4<sup>th</sup> March 2026

**21) Close of Meeting**