



GREAT BURSTEAD AND SOUTH GREEN VILLAGE COUNCIL

Mrs Mylène Linwood
Clerk & Responsible Financial Officer

clerk@greatbursteadsouthgreen-vc.gov.uk
01268 712866

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 October 2026** at 7pm, for the purpose of conducting the following business:

Dated: **30th September 2026**

Signed,

M Linwood

Mrs M Linwood, Clerk & RFO to the Council

AGENDA

- 1) **Apologies**
To receive apologies for absence.
- 2) **Declarations of 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 1st July 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) **Election of the Vice Chair**
- 6) **Finance**
To approve the following payments:

Month	Payee	Description	Amount
October	Santander	Business account bank charge	£9.99
October	Mrs M Linwood	Clerk salary September 2026	
October	Mrs M Linwood	EE data connection for CCTV (Sept-Oct 2026) (clerk reimbursement)	£19.52
October	PKF Littlejohn LLP	Review of AGAR 2025-2026	£210.00
October	Mrs M Linwood	Clerk backdated salary April – August 2026	
October	Mrs M Linwood	HMRC PAYE & NI months 4 & 5 (clerk reimbursement)	£123.97
October	Mrs M Linwood	Clerk expenses: Recorded delivery post to bank + book of stamps + land Registry search	£32.20

October	DPJ Electrical Services Ltd	CCTV Bi-annual maintenance check	£121.58
		Total	£1511.09

7) Annual Governance and Accountability Audit – 2025-26

To receive the conclusion of the Village Council annual audit from PKF Littlejohn

8) Planning

a) Members are asked to consider the following planning applications:

Planning App. Ref	Address	Planning Request
26/00988/FULL	Land Rear Of 185A Noak Hill Road Great Burstead	Proposed erection of a chalet bungalow
26/00996/FULL	48 Bell Hill Close Great Burstead	Single-storey rear extension with a partial two-storey element (rear pitch roof dormer), and first-floor infill to the rear elevation
26/00950/FULL	The Lodge, Coxes Farm Road	Construction of one detached new build dwelling
26/00889/FULL	8 Stockwell Close Billericay CM11 2QA	Erection of a front porch
26/00356/FULL	Land West Of Burstead Grange	Erection of 16 dwellings and associated landscaping and parking

b) To note an appeal has been lodged for the application below. Although this land is in the Town Council parish the Village Council objected as this land is on the boundary of the village

25/00464/OUT	Land at Greens Farm Lane. The Outline application was for the construction of up to 310 residential dwellings within two separate parcels of land	
--------------	---	--

c) To note an appeal has been lodged with the Planning Inspectorate due to non-determination, and to agree for the Village Council to make submissions under "Rule 6 Status to the Appeal."

25/01466/OUT	Outline Planning Application (with all matters reserved except for points of access) for the residential led development, delivering up to 910 homes, along with a range of compatible supporting non-residential uses (Use Class E), provision of Gypsy and Traveller Pitches and public open space, associated amenity and infrastructure, whilst also providing land for educational uses (Use Class F1).	Appeal Date: 11 May 2027
--------------	--	--------------------------

9) Traffic Order 8958 – A129 Southend Rd / Outwood Common Road

To discuss the Village Council's response to the proposed Traffic Order.

10) Remembrance Sunday – 8th November 2026

To arrange the purchase of a poppy wreath by the Village Council from the Royal British Legion and discuss the arrangements for the laying of the wreath at the war memorial in St Mary Magdalene Church.

11) Christmas Lights Display 2026

To agree and approve the design and quote for the Christmas light displays at South Green and Great Burstead.

12) Christmas Community Contribution

To discuss ideas for Christmas contributions to the community

13) BloomFest Garden Competition 2027

To continue to discuss the arrangements for the competition to take place in June 2027.

14) Historical stones/markers in South Green

To receive a quote for work to restore the stones.

15) Improvements to Children's Play Equipment

To continue to discuss what improvements can be made at the existing play areas – Passingham Park and Langham Park

16) Allotment Plots – Oak View Development

To receive any further information on the possibility of the Village Council taking on management of 6 allotment plots on the new Oak View housing development

17) 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.

18) Village Voice Newsletter

To submit articles for the 2026 Village Voice Newsletter.

19) Training

To receive any training requests

20) 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.

21) Date of the next meetings

4th November, 2nd December 2026

Exclusion of the Press and Public

In accordance with s.1 of the Public Bodies (admission to Meetings) Act 1960, to resolve that in view of the confidential nature of the business to be discussed it is in the opinion of the Council advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.