



## 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 SUMMONDED** 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 5<sup>th</sup> June 2024** starting at **7:45pm** for the purpose of conducting the following business:

Dated: **29<sup>th</sup> May 2024**

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 8<sup>th</sup> May 2024.
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
June	Standing Order	Mrs M Linwood	Clerk salary May 2024	<b>£766.22</b>
June	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (11 May – 10 June 2024)	<b>£16.10</b>
June		AJ Gallagher	Village Council Insurance Annual Policy	<b>£851.30</b>
June		Imperial Bird of Prey Academy	Fun Day 2024 – Exotic animal & bird of prey display	<b>£900.00</b>
June		Edge Entertainment Consultants Ltd	Fun Day 2024 – 5 x Funfair stalls	<b>£2160.00</b>
June		Punch & Judy	Fun Day2024 – Punch & Judy	<b>£300</b>
June		CB Bouncy Castles	Fun Day 2024 – Bouncy Castles	<b>£875</b>
June		Mrs M Linwood	Clerk expenses: Departing Cllr Gifts and Cards	<b>£TBC</b>

June		Information Commissioner's Office	Data Protection Certificate Annual Fee	<b>£40.00</b>
			<b>Total</b>	<b>TBC</b>

- b) To note the price increase of the data for the CCTV camera from £16.10 per month to £17.38. Two bank signatories to sign the letter to Santander Bank requesting the adjustment to the monthly standing order payment.
- c) To nominate a Member of the Council as a new bank signatory.

#### 6. Chairman's Allowance

To consider for a Chairman's Allowance (in accordance with the Local Government Act 1972 s.15(5) ) to be held in the Village Council's accounts. The allowance will not be drawn on by the Chairman.

#### 7. Notice of Public Rights to View Unaudited Annual Accounts

To note the period of public rights will be 3<sup>rd</sup> June – 12<sup>th</sup> July 2024 and the Notice of public rights and publication of unaudited annual governance & accountability return accounts for the year ended 31 March 2024 will be published on the website and notice board.

#### 8. Annual Audit 2023-24 Internal Report (*If received*)

- a) To receive the 2023-24 report from the internal audit carried out by Heelis and Lodge.
- b) To consider appointing Heelis & Lodge as internal auditor for the 2024-25 annual audit.

#### 9. Data Protection Certificate Renewal

To confirm the renewal of the Village Council Data Protection Certificate from July 2024 to July 2025 at a fee of £40. This is required for the CCTV system as per the Data Protection Act 2018.

#### 10. Planning Applications

Members are asked to consider the following planning applications:

Planning App. Ref	Address	Planning Request
24/00299/REM	Land North Of Kennel Lane Billericay Essex	Submission of Reserved matters application relating to scale, appearance, layout and landscaping of outline planning approval 20/01614/OUT for the erection of up to 200 dwellings with associated cycle and pedestrian access, landscaping and parking and associated infrastructure.
24/00455/FULL	84 Grange Road Billericay Essex CM11 2RL	Single storey rear extension with alterations and amendments to fenestration -
24/00427/FULL	239 Noak Hill Road Great Burstead Billericay Essex	Single storey rear extension and part first floor rear extension
24/00492/FULL	1 The Hoe Billericay Essex CM12 9XB	Detached double garage to front
24/00561/FULL	20 Trinity Close Billericay Essex CM11 2RZ	Front dormer and porch alterations
24/00580/FULL	225 Noak Hill Road Great Burstead Billericay Essex	First floor extension to bungalow to form two storey dwellinghouse with rooms in the roof, two storey rear extension and single storey front entrance canopy.

#### 11. Councillor Vacancies

To consider any applications received for the Councillor vacancies to be filled by co-option.

**12. Climate and Nature Bill – Zero Hour**

To consider the request from the Zero Hour campaign asking the Village Council to endorse an open letter to parliament to support the Climate & Nature (CAN) Bill.

**13. Tyrells Road – Flood Prevention Works**

To receive an update from Essex County Council regarding the raingardens installed in Tyrells Road.

**14. Housing Developments within and surrounding the parish of Great Burstead and South Green.**

To receive any correspondence with MP John Baron regarding the multiple housing developments planning applications within and surrounding the parish.

**15. Family Fun Day 2024 – Saturday 6<sup>th</sup> July 2024 – 12 – 4pm**

To continue planning the annual family fun day organised by the Village Council.

**16. Good Councillor Guide 2024**

To note the NALC has published an updated edition of The Good Councillor Guide which has been circulated to Members of the Council.

**17. Placement of Bollards around the Parking Bay at South Green Parade of Shops - Tesco to Tylers Estates**

To receive an update if received on the project of installing bollards on the pavement to stop vehicles mounting the kerb and obstructing the pavement.

**18. Defibrillator Government Grant**

To receive an update the arrangements to install a defibrillator at the South Green shopping parade.

**19. Training**

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

**20. Social Media**

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

**21. Date of the next meetings –**

**3<sup>rd</sup> July 2024**, 4<sup>th</sup> September 2024, 2<sup>nd</sup> October 2024, 6<sup>th</sup> November 2024, 4<sup>th</sup> December 2024.

**22. Close of Meeting**