



**Minutes of the Great Burstead and South Green Village Council, held at  
South Green Memorial Hall, Southend Road, Billericay  
on Wednesday 5<sup>th</sup> June 2024 at 7:45 p.m.**

**Present: -**

Councillor M Dear – Chair  
Councillor A Boyce  
Councillor S Crowe  
Councillor L Cowles  
Councillor R Jackson  
Councillor L Thomas

**Also in attendance: -**

Mrs Mylène Linwood, Clerk & RFO to the Village Council  
1 resident

**24/110 Apologies**

No apologies had been received.

**24/111 Declarations of Interest & Register of Members Interests**

Clr Jackson declared a non-pecuniary interest in one of the planning applications.

**24/112 Minutes**

The Minutes of the meeting on 8<sup>th</sup> May 2024, were received, and duly signed by the Chair of the meeting as a true record of the meeting

**24/113 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.**

One member of the public raised the followings things:

- 1) Village Council Plaques at Passingham Park on newly installed football goal and bench.
- 2) Request for further signage at Great Burstead cemetery warning visitors to be careful with their belongings
- 3) To report the overgrown hedgerow on Barleylands Road.
- 4) To share that residents of Church Street were very happy with the road resurfacing that has been carried out by Essex Highways.

**24/114 Finance**

The following payments were unanimously approved:

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	022600	AJ Gallagher	Village Council Insurance Annual Policy	<b>£851.30</b>
June	022601	Imperial Bird of Prey Academy	Fun Day 2024 – Exotic animal & bird of prey display	<b>£900.00</b>

June	022602	Edge Entertainment Consultants Ltd	Fun Day 2024 – 5 x Funfair stalls	<b>£2160.00</b>
June	022603	Punch & Judy	Fun Day2024 – Punch & Judy	<b>£300</b>
June	022604	CB Bouncy Castles	Fun Day 2024 – Bouncy Castles	<b>£875</b>
June	022605	Mrs M Linwood	Clerk expenses: Departing Cllr Gifts and Cards	<b>£73.12</b>
June	022606	Information Commissioner's Office	Data Protection Certificate Annual Fee	<b>£40.00</b>
			<b>Total</b>	<b>£5981.74</b>

The following payment was agreed by all at the meeting:

<b>Month</b>	<b>Cheque No</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
June	022607	E Cox - Jolly Jitterbugs	Fun Day 2024: Face painters & balloon modelling	<b>430.00</b>
			<b>Total</b>	<b>£6411.74</b>

The Village Council bank balances are: current account: £80,579.51 and savings account: £50, 311.78.

- a) It was noted that the cost of the data supply CCTV camera had increased from £16.10 to £17.38 and two bank signatories signed the standing order adjustment request.
- b) Cllr Boyce was nominated as a bank signatory for the Village Council accounts. The necessary paperwork is to be completed.

#### **24/115 Chairman's Allowance**

It was agreed by all that going forward the Village Council's budget would include a £250 Chairman's Allowance (in accordance with the Local Government Act 1972 s15 (5)). The allowance will not be drawn on by the Chairman but will be available to budget from sundries.

#### **24/116 Notice of Public Right to View Unaudited Annual Accounts**

It was noted that the period of public rights is from 3<sup>rd</sup> June – 12<sup>th</sup> July 2024 and that the Notice of public rights and publication of unaudited annual governance and accountability return accounts for year ended 31 March 2024 is on display on the website and notice board.

#### **24/117 Annual Audit 2023-24 – Internal Report**

Item deferred to next meeting as the report had not yet been received.

#### **24/118 Data Protection Certificate Renewal**

The Clerk confirmed the renewal of the Village Council's Data Protection Certificate from July 2024 to July 2025 at a fee of £40. This a requirement for the CCTV system as per the Data Protection Act 2018.

#### **24/119 Planning Applications**

<b>Planning App. Ref</b>	<b>Address</b>	<b>Planning Request</b>	<b>Comments</b>
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	The Village Council would like to comment that it's previous objection to this planning application remains and would like to raise the following concerns: 1) Reliability of the attenuation basins - concerns that there is no guarantee these will work sufficiently and there may be an impact to surrounding properties.  In the event that there is a problem are the developers willing to agree to rectify and

Planning App. Ref	Address	Planning Request	Comments
		infrastructure.	compensate any homeowners affected?  2) The height of the apartment building will be out of keeping with the surrounding area.
24/00455/FULL	84 Grange Road Billericay Essex CM11 2RL	Single storey rear extension with alterations and amendments to fenestration -	No objections
24/00427/FULL	239 Noak Hill Road Great Burstead Billericay Essex	Single storey rear extension and part first floor rear extension	No objections
24/00492/FULL	1 The Hoe Billericay Essex CM12 9XB	Detached double garage to front	The Village Council have no objection to the application on the condition that the construction does not exceed the current building line.
24/00561/FULL	20 Trinity Close Billericay Essex CM11 2RZ	Front dormer and porch alterations	No objections.
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.	The Village Council object to this application due to the height of the extension making the property over dominant on the street scene.

#### **24/120 Councillor Vacancies**

Two Councillor vacancies remain, these are to be filled by co-option. One application had been received but the applicant was not in attendance at the meeting to be co-opted.

#### **24/121 Climate and Nature Bill – Zero Hour**

The information sent to the Village Council regarding the Zero Hour campaign and the request to endorse an open letter to parliament to support the Climate & Nature (CAN) Bill was reviewed and discussed by Members. The decision was made to take no further action at this time.

#### **24/122 Tyrells Road – Flood Prevention Works**

The Clerk shared with Members a communication from Essex County Council that remedial works for the Tyrells Road raingardens are programmed to commence on the week of Monday 10th June 2024. These works look to improve the current condition of the raingardens in order to enhance their amenity, ecological and aesthetic value. The design is to be in keeping with the designs discussed with the residents of Tyrells Road.

#### **24/123 Housing Developments within and surrounding the parish of Great Burstead and South Green.**

Correspondence has continued with MP John Baron regarding the multiple housing developments planning applications within and surrounding the parish and the Village Council was pleased to hear his thoughts on the matter. It was agreed by all to contact the new MP on this matter in due course.

#### **24/124 Family Fun Day 2024 – Saturday 6<sup>th</sup> July 2024 – 12 – 4pm**

Posters advertising the event had been prepared by Cllr Dear and were now printed ready to be displayed by the shops in the South Green shopping parade.

Cllr Dear confirmed the advertisement banners had been ordered.

Payments for the entertainment had now all been prepared in the June finance.

The idea was raised of having a coffee stall outside on the green, the Clerk is to make enquiries.

**24/125 Good Councillor Guide 2024**

It was noted that the NALC had published an updated edition of The Good Councillor guide and this had been circulated to Members.

**24/126 Placement of Bollards around the Parking Bay at South Green Parade of Shops - Tesco's to Tylers Estates**

No further update on this project currently.

**24/127 Defibrillator Government Grant**

The Clerk had continued to try to contact the management of the Doctor's Surgery in South Green via other addresses and rather disappointingly still no response had been received. A new location will be discussed with the installers and confirmed as soon possible.

**24/128 Training**

No training requests were received.

**24/129 Social Media**

The following suggestions were put forward as possible ideas to add to the Village Council Twitter page:

- Fun Day chosen charity Mid & South Essex Hospitals Charity
- Tyrells Road – improvements to be made.
- Photo of portrait of King Charles now on display at South Green Memorial Hall.

**24/130 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.

**24/131 Close of Meeting**

The meeting closed at 8:26pm



**Minutes agreed and approved:**

**Signed:** .....

**Date:** .....