



**Minutes of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 4th February 2026 at 7:00pm**

Present: -

Councillor L Thomas – Vice-Chair
Councillor A Boyce
Councillor R Jackson
Councillor D Sarbutt

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

26/15 Chair of the meeting

Vice-chair Cllr Thomas chaired the meeting due to Cllr Dear sending apologies.

26/16 Apologies

Apologies had been received from Cllr Dear, Cowles, Crowe and Carey.

26/17 Declarations of Interests

None received.

26/18 Minutes

The Minutes of the meeting on 7th January 2026, were received, and duly signed by the Chair of the meeting as a true record of the meeting

26/19 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

None present.

26/20 Finance

a) The following payments were unanimously approved:

Month	Cheque No	Payee	Description	Amount
February	Bank charge	Santander	Business account bank charge	£9.99
February	Standing Order	Mrs M Linwood	Clerk salary January 2026	£830.53
February	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (Jan 2026 – Feb 2026)	£18.48
February		Mrs M Linwood	HMRC PAYE & NI Months 9 2025-26	£62.13
February		South Green Memorial Hall	Hall Hire: January meeting	£59.13
			Total	£980.26

The Village Council accounts balances at 4th February 2026

Current Account: £68,845.93

Saving Account: £51, 175.87

The Clerk updated Members on her recent communications with Santander Bank on the following matters:

Changes to signatories:

Santander confirmed receiving the Change of Mandate form in November 2025, but it has not yet been processed. A request has been raised to have this completed urgently.

Transfer of money from current account to savings (reserve) account:

The Clerk was advised this is possible but due to the security of a two-signatory account, both signatories must go through security questions and give approval for the transaction to go ahead.

The Clerk is to provide a summary of the Village Council's expected costs at the next meeting, for Members to agree upon a sensible sum of money to transfer.

Cllr Sarbutt entered the meeting**26/21 Planning Applications**

Members reviewed the following applications:

Planning App. Ref	Address	Planning Request	Comment
25/01613/FULL	TESCO Express, 1 - 2 Grange Parade, Billericay	Erection of a single storey rear extension following removal of existing container & garage.	No objection
25/01685/FULL	Langhams Kennel Lane, Great Burstead	Demolition of existing dwelling and garages and erection of 3no. detached dwelling houses	The Village Council OBJECT to this application due to it being on Greenbelt land and it is policy to object to any further building on Greenbelt land. It is also considered overdevelopment of the site and there are concerns of the homes will generate further vehicles on the roads.
26/00017/FULL	27 Crays View Billericay CM12 9QX	Single story side extension. Remove existing conservatory and replace with new external walls, roof, windows and doors over existing external half walls	No objection
25/01584/FULL	Land To The Rear Of 41 To 65 Potash Road Billericay	Demolition of two dwellinghouses at Nos. 41 and 65 Potash Road including ancillary buildings on land to the rear and erection of 133 dwellings, together with an open pavilion structure for community use, pump house, car parking, landscaping, surface water drainage basins and associated works.	The Village Council OBJECT to this application. Please see attached sheet for full response.
26/00041/FULL	14A St Agnes Road Billericay Essex CM12 9UR	Construct outbuilding in the rear garden, for use ancillary to the main dwelling	The Village Council have NO OBJECTION to this application, however concerns were discussed that this out building could have potential to be used as a compact living unit or business premises, so therefore the Village Council would like reassurances that this will not occur.

26/22 Local Council Elections 2026

Prior to the meeting the Clerk has distributed a letter from Richard Holden MP in response to the Village Council writing about concerns of the 2026 Local Council Elections being postponed.

The Clerk had also written to Alison McGovern MP - Minister of State for Local Government and Homelessness but no response had been received.

Members suggested putting the letters on the Village Council's Facebook page.

The Government decision on the whether the Local Council Elections for Basildon Borough will go ahead is in review.

26/23 Grange Road Shopping Parade

The Clerk had received no further update on the outstanding repairs needed to the missing bollards along the pavement of the shopping parade and the remaining pot holes in the car park.

On the matter of the plastic covers, covering holes in the ground surface outside the bakery and the pharmacy, the Clerk has purchased the paperwork from Land Registry to have up to date information on who owns and is therefore responsible for Andree House and the shop forecourts. It has not yet been possible to speak with the property management company, but the Clerk will continue to try and update Members at the next meeting.

26/24 New Bench

A quote of £1383.40 + VAT, was discussed and approved.

This is for the excavation, installation of a concrete base, supply and installation of a composite bench.

The Clerk is now to send the application form for permission to install the new bench to Essex Highways.

26/25 Training

Clerk to send Cllr Jackson the dates and information on Planning training.

26/26 Social Media

The following suggestions were put forward as possible ideas to add to the Village Councils Facebook page:

- Letters – regarding Local Council Elections 2026
- Objections to Potash Road development
- Application for new bench being submitted
- Objections to Coxes Farm Road development
- South Green shopping parade – forecourt disrepair on private land

26/27 Date of the next meetings –

4th March 2026

26/28 Close of Meeting

The meeting closed at 7:51pm

Minutes agreed and approved:

Signed:

Date: