



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

Present: -

Councillor M Dear – Chair
Councillor A Boyce
Councillor G Carey
Councillor S Crowe
Councillor R Jackson
Councillor D Sarbutt
Councillor L Thomas

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council
One member of the public

26/1 Apologies

Apologies had been received from Cllr Cowles.

26/2 Declarations of Interests

None received.

26/3 Minutes

The Minutes of the meeting on 3rd December 2025, were received, and duly signed by the Chair of the meeting as a true record of the meeting

26/4 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

A resident attended the meeting to listen to the proceedings.

26/5 Finance

a) The following payments were unanimously approved:

Month	Cheque No	Payee	Description	Amount
January	Bank charge	Santander	Business account bank charge	£9.99
January	Standing Order	Mrs M Linwood	Clerk salary December 2025	£830.53
January	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (Dec 2025 – Jan 2026)	£18.48
January		Crystal Print	Village Voice: Printing of 2700 copies	£486.00
January		South Green Memorial Hall	Hall Hire: December meeting + working party meeting	£66.25
January		Mrs M Linwood	Clerk expenses: Recorded delivery letters to HMRC and Santander Business Banking + Printer ink multi-pack	£63.44

January		Mrs M Linwood	Home working allowance Q4: Oct, Nov, Dec 2025	£200.00
January		Mrs M Linwood	HMRC PAYE & NI Months 7&8 2025-26	£124.06
January		At Last Events	Final balance of Christmas Lights Displays 2025	£2310.00
			Total	£4108.75

The Village Council accounts balances at 7th January 2026 were:

Current Account: £73,354.68

Saving Account: £51,132.44

26/6 Planning Applications

Members reviewed the following applications:

Planning App. Ref	Address	Planning Request	Comment
25/01551/FULL	139 Grange Road Billericay Essex CM11 2SA	Single storey rear extension, new porch to front and extension to existing front and rear dormers	No objection
25/01573/FULL	24 Trinity Close Billericay Essex CM11 2RZ	Dormer to front	No objection
25/01553/FULL	2 Mill Cottage Southend Road Great Burstead Billericay	Conversion of garage to a holiday cottage and alterations to elevations	Objection due to the proposed changes to this garage would effectively lead to it becoming a new dwelling being created on Green Belt land, and therefore a material change of use. There are also concerns that the entrance to this site is from the busy A129 so additional vehicles entering/exiting will be a road safety hazard.
25/01546/FULL	90 Grange Road Billericay Essex CM11 2RL	Single storey rear extension, and front porch with associated access ramp.	No objection
25/01565/OUT	Land Between Outwood Common Road And Coxes Farm Road Billericay	Demolition of existing buildings and structures. Outline planning application with all matters reserved except means of access for the redevelopment of the site for residential development of up to 250 dwellings (Use Class C3) including provision of affordable housing, landscaping, public open space and play space, active travel links for pedestrian and cycle access, off-site highways improvements, and all associated infrastructure.	Please see attached sheet
25/01656/FULL	Garages At Beams Close	Demolition of existing garages, and erection of	The Village Council object to this application. The demolition of these garages causes concern of the loss of the parking facility for

Planning App. Ref	Address	Planning Request	Comment
	Beams Close, Billericay	3No. two storey houses with associated parking.	residents not just in the garages but in the surrounding area. This will force people to park in the streets. As seen in other streets in the parish, this extra congestion on the roads causes a lot of problems for residents having driveways obstructed and emergency vehicles not being able to get through roads when needed. Residents are strongly opposed because of the problems it will cause in the area.
25/01637/FULL	14-18 Grange Road	New windows to elevations and new external WC to rear	<p>The Village council object to this application due to serious concerns that insufficient thought and provision has been put in place for the parking needed for parents dropping off and collecting young children.</p> <p>Parking in this area is already an enormous problem frequently complained about by residents. Adding to this problem will cause chaos. The Village Council worked with Essex Highways to look at ways of keeping pedestrians safe along the pavement near this building due to the excessive and sometimes dangerous parking. Bollards were installed in 2024. Throughout 2025 several of these bollards have been knocked down by the large lorries delivering to the shops in the parade.</p> <p>The Council were disappointed the business hours are not stated in the application as though this information is not important, when this is an important factor when reviewing a new business and considering its implications on the local residents.</p>

26/7 Local Government Reorganisation - Essex Devolution

To confirm the Village Council's response was submitted prior to the deadline of 11 January, 2026.

26/8 Draft Local Plan Regulation 18 Part 3 Consultation.

The working party had met to share the workload of reviewing the Local Plan and then each submitted conclusions to each section. A time was arranged for the working party to meet again when the whole Village Council response had been assembled together, for it to be formally approved and submitted to Basildon Council prior to the consultation deadline. Thanks were given to all members for their work reviewing the plans and particularly to Cllr Dear for compiling the final document.

26/9 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.

It was raised that in addition to this there are plastic covers covering holes in the forecourt in front of some of the

shops. It is thought that these areas are on private land and therefore the repairs would be the responsibility of the land owners. Members felt that the areas are quite a hazard and should be repaired before they cause an accident. The Clerk is to write to our Borough Cllrs to see if they can offer any advice on what can be done.

26/10 New Bench

The Clerk had begun to complete the Essex Highways application form and has contacted a previously used contractor for help with the information needed.

26/11 Training

Cllr Carey has requested to attend the New Cllr Training organised for March 2026 and Cllr Jackson requested to attending Planning training.

26/12 Social Media

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

- Information on Application 25/01565/OUT – Land Between Outwood Common Rd and Coxes Farm Rd
- Local Plan - Deadline 16th January 2026

26/13 Date of the next meetings –

4th February, 4th March, 1st April, 6th May, 3rd June, 1st July,
2nd September, 7th October, 4th November, 2nd December 2026

26/14 Close of Meeting

The meeting closed at 8:06pm



Minutes agreed and approved:

Signed:

Date: