



**Minutes of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 3rd June 2026 at 7:00pm**

Present: -

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

26/91 Apologies

Apologies from Cllrs Jackson

26/92 Declarations of Interest

Cllrs Carey and Boyce declared a non-pecuniary interest to item 15 on the agenda.

26/93 Minutes

The Minutes of the meeting on 3rd June 2026, were received, and duly signed by the Chair of the meeting as a true record of the meeting.

26/94 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

There were no members of the public present.

26/95 Finance

The following payments were unanimously approved:

Month	Cheque No	Payee	Description	Amount
June	Bank charge	Santander	Business account bank charge	£9.99
June	Standing Order	Mrs M Linwood	Clerk salary May 2026	
June	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (May – June 2026)	£18.48
June		ICO	Data Protection Certificate Annual Fee 2026-2027	£52.00
June		AJG Insurance	Annual Insurance Policy	£857.63
June		South Green Memorial Hall	May meeting hall hire	£59.13
June		FutureStreet Smart Waste Ltd	One year rental of compacting bin	£1368.00
			Total:	£3195.76

The Village Council accounts balances on 3rd June 2026:

Current account: £64,004.15 Savings account: £71,355.41

26/96 Notice of Public Rights to View Unaudited Annual Accounts

It was confirmed that the period of public rights will be 3rd June – 14th July 2026 and the notice of public rights and publication of unaudited annual governance & accountability return accounts for the year ended 31 March 2026 will be published on the website and notice board.

26/97 Data Protection Certificate Renewal

It was noted that the Village Council's registration with the Information Commissioners Office has been renewed at a fee of £52. This is legal requirement to comply with data protection law under the Data Protection Act 2018.

26/98 Village Council Insurance Renewal 2026

It was confirmed that the Village Council's Insurance policy has been renewed as per the three-year agreement with Arthur Gallagher at a cost of £857.63.

26/99 Planning Applications

Members reviewed the following applications:

Planning App. Ref	Address	Planning Request	Comment:
26/00271/FULL	Brier Mount Coxes Farm Road Billericay	Retrospective application for the erection of a detached Annexe	The Council has carefully considered this application. The Council's longstanding policy remains that it seeks to protect the openness and character of the Green Belt and would normally object to further building on Green Belt land. However, in this particular case, the Council recognises the exceptional circumstances, and raises no objection to the application.
26/00491/FULL	16 Windmill Heights Great Burstead Billericay	Proposed loft conversion within existing roof space	The Village Council discussed this application and it was noted that previous applications had been refused due to the alterations being considered out of keeping with the street scene and in conflict with the Basildon District Local Plan Saved Policies (2007). The Village Council therefore refers the decision to the planning officers to ensure that the planning rules remain enforced.
26/00487/FULL	205 Noak Hill Road Great Burstead Billericay	Proposed two storey side & rear extension	No objection

26/00505/FULL	92 Grange Road Billericay CM11 2RL	Erection of detached outbuilding	No objection
26/00378/FULL	217 Noak Hill Road Great Burstead Billericay	Single storey rear extension	No objection

26/100 Best Kept Garden Competition

The arrangements continue for the competition to be held in June 2027.

Ideas of a name for the competition were considered. The most popular choice was ‘BloomFest Garden Competition 2027’.

The structure of the prizes was discussed and all agreed that a decision could be taken on this when the number of applicants was known. (i.e if there are many entries a 1st/2nd/3rd prize structure could be used, if not so many entries then 1st prize and runner up could be used)

26/101 Historical stones/markers in South Green

The Clerk has had further communications to see if the stone mason can explore if the stones can be restored in height as well as cleaned.

Cllr Crowe raised a query from a resident about maintenance to the water pump in Great Burstead. The Chair noted that the pump may be on private land. The Clerk will try to find out.

26/102 Improvement to Youth Shelter

The youth shelter has now been cleaned and a quote is awaited to have the youth shelter repainted.

26/103 Improvements to Children’s Play Equipment

a) Item deferred to next meeting

b) The Clerk had contacted David Wilson Homes and had confirmation that there will be children’s play equipment installed in the new housing development. David Wilson Homes provided illustrations of the plans for the play areas.

c) Item deferred to next meeting

26/104 Allotment Plots – Oak View Development

Members discussed the information provided by David Wilson Homes that there will be allotment plots available as part of the Oak View Development.

Clerk to arrange a meeting with David Wilson Homes to discuss this further.

26/105 Traffic Order Regulations – Coxes Farm Road

Members were all in favour of the proposed changes to speed limits and the parking restrictions, as it is hoped that it would help ease the congestion on Coxes Farm Road and would support the changes being made permanent.

26/106 Grange Road Shopping Parade

No further update

Invite Councillor Kevin Blake to the next meeting to ask for assistance with the problem of repairs needed to the forecourt of the shopping parade, replacement of the missing bollards and repairs to the plot holes in the car park.

Consider writing to MP Richard Holden to ask if he can assist with this matter.

26/107 Flower Beds

Members discussed the quote for the continuation of planting and watering of the three flower beds – South Green Notice Board, The Bell Bollards and the Great Burstead Village Sign.

All members agreed to approve the quote and continue the upkeep of the flower beds.

26/108 Training

No new training requests received.

26/109 Social Media

The following ideas were put forward to put on the Village Council’s Facebook page:

- TRAF/44 – Coxes Farm Road
- BloomFest Garden Competition 2027
- Notice of Public Rights

- Share the ways that people can report non-emergency incidents to the Police
(Clerk to create a poster)

26/110 Date of the next meetings

1st July 2026

26/111 Close of Meeting:

8:43pm

Minutes agreed and approved:

Signed:

Date: