



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

**Present:** -

Councillor M Dear - Chair  
Councillor A Boyce  
Councillor G Carey  
Councillor S Crowe  
Councillor R Jackson

**Also in attendance:** -

Mrs Mylène Linwood, Clerk & RFO to the Village Council

**26/29 Apologies**

Apologies had been received from Cllr Cowles, and Cllr Thomas.

**26/30 Declarations of Interests**

None received.

**26/31 Minutes**

The Minutes of the meeting on 4<sup>th</sup> February 2026, were received, and duly signed by the Chair of the meeting as a true record of the meeting

**26/32 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.

**26/33 Finance**

a) The following payments were unanimously approved:

| Month | Cheque No      | Payee                     | Description   | Amount                                      |
|-------|----------------|---------------------------|---|---|
| March | Bank charge    | Santander                 | Business account bank charge  | £9.99                                       |
| March | Standing Order | Mrs M Linwood             | Clerk salary February 2026  | £830.53                                     |
| March | Standing Order | Mrs M Linwood             | Clerk reimbursement for EE data connection for CCTV. (Feb – March 2026)   | £18.48                                      |
| March | 022727         | Mrs M Linwood             | Clerk expenses<br>Condolence Flowers<br>EDF Energy Telephone Call Charges<br>Land registry information (South Green shopping parade)<br>Total | £35.00<br>£19.93<br><u>£14.00</u><br>£68.93 |
| March | 022728         | South Green Memorial Hall | Hall hire – February meeting  | £59.13                                      |
|       |                |                           | <b>Total:</b>   | <b>£987.06</b>                              |

The Village Council accounts balances at 4<sup>th</sup> March 2026

Current Account: £67,996.92

Saving Account: £51,215.13

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

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

The Clerk provided an expenditure forecast and figures of interest expected to be received if funds were transferred from the VC current account to the savings account. Members reviewed the information and unanimously agreed to transfer a sum of £20,000. The process will involve two signatories contacting Santander Business Banking and clearing the security questions. Cllr Dear and Cllr Crowe as the current signatories will arrange to carry this out.

**26/34 Planning Applications**

Members reviewed the following applications:

| <b>Planning App. Ref</b> | <b>Address</b>                                   | <b>Planning Request</b>  | <b>Comment</b>   |
|--------------------------|--|--|--|
| 26/00107/FULL            | Rose Cottage<br>Coxes Farm<br>Road               | Erection of one self-build dwelling and one custom build dwelling with associated access, parking, landscaping and other ancillary works | The Village Council objection to this application for the follow reasons: <ul style="list-style-type: none"> <li>• Greenbelt - The Village Council object to any further building on Green Belt land</li> <li>• Overdevelopment of the site</li> <li>• The access would destroy the hedgerow and have a negative effect on the wildlife corridor.</li> </ul> |
| 26/00085/FULL            | 10 Anthony<br>Close<br>CM11 2QD                  | Loft conversion incorporating rear and front dormers   | No objection   |
| 25/01629/VAR             | Barleylands<br>Barleylands<br>Road<br>Billericay | Removal of condition 23 of 23/01468/FULL, which states 'No development shall take place within Parcel A which shall remain undeveloped.' | The Village Council object to this application on the grounds that the removal of this condition undermines the original planning permission. This is Green Belt land and should remain undeveloped to protect the green space, the ecological habitat and flood mitigation.   |
| 26/00131/FULL            | 99 Church Street<br>Billericay CM11<br>2TS       | Erect single storey outbuilding at end of rear garden for use as home gym, bar area and changing facilities                              | The Village Council object to this application as the Council considered that the outline plans would be overdevelopment of the site. It was discussed that the plans lacked detail which led to concerns that the build was very large for just personal use and could result in a different use in the future.   |
| 26/00175/FULL            | 216 Noak Hill<br>Road                            |  | No objection   |
| 26/00108/FULL            | 57 Grange Road                                   |  | No objection   |

**26/35 To consider a Best Garden Competition**

It was agreed to reinstate the 'Best Kept Garden Competition'. Further planning is needed discuss

- the most suitable time of year
- how to advertise the competition.
- Judges
- Categories
- Prizes

Item is to be kept on the agenda.

**26/36 To consider improving play equipment**

Cllr Jackson raised the idea of improving the play equipment at Langham Park and Passingham Park.

Cllr Crowe suggested that additions that are inclusive to all abilities would be particularly good.

Cllr Crowe to send Cllr Jackson information from a reputable supplier and Cllr Jackson to visit the parks to look at what is currently there and what improvements could be made

**26/37 To consider maintenance work to the youth shelter on the Village Green**

The Chair confirmed that the youth shelter is under Basildon Council for maintenance. Cllr Jackson to check if any work is needed on the youth shelter.

**26/38 Local Council Elections 2026**

Members were pleased that the elections will go ahead on 7<sup>th</sup> May 2026. There will be one candidate for Burstead Ward. Candidate names have not yet been announced.

**26/39 Publication Scheme**

The meeting received and considered the new Village Council Publication Policy.

**It was unanimously agreed to adopt the new Publication Policy.**

**26/40 Privacy Statement**

The meeting received and considered the new Village Council Privacy Policy.

**It was unanimously agreed to adopt the new Privacy Policy.**

**26/41 Data Protection Policy**

The meeting received and considered the new Village Council Data Protection Policy

**It was unanimously agreed to adopt the new Data Protection Policy.**

**26/42 CCTV Maintenance Contract**

It was agreed to renew the contract with DPJ Fire & Security Ltd for the maintenance of the Village Council CCTV system.

**26/43 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.

**26/44 New Bench**

The Clerk confirmed the application to install a new bench had been submitted to Essex Highways and we now await the outcome.

Cllr Dear shared with the meeting information on a British Heart Foundation Scheme to install a red bench to represent a person who has received heart treatment.

**26/45 To discuss holding Councillor Surgeries**

Members discussed the idea but concluded that the hire of a venue would be an additional cost to the Village Council; a minimum of two Councillors would be need to present for safety reasons which puts an additional challenge on their time, that they are already giving to the Council voluntarily. Members of the public are open to attend the monthly meetings at the Memorial Hall. More information on how to contact the Cllrs could be put on the Village Council Facebook page.

**26/46 Training**

Cllr Jackson - Planning - 26<sup>th</sup> November 2026

**26/47 Social Media**

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

- Best Garden Competition
- Improving play equipment
- Continuing efforts to have bollards at South Green shopping parade replaced.
- Objections to Coxes Farm Road development
- South Green shopping parade – forecourt disrepair on private land

**26/27 Date of the next meetings –**

1<sup>st</sup> April 2026

**26/48 Close of Meeting**

The meeting closed at 8:15pm



**Minutes agreed and approved:**

**Signed:** .....

**Date:** .....