



**Minutes of the Great Burstead and South Green Village Council, held at
South Green Memorial Hall, Southend Road, Billericay
on Wednesday 1st October 2025 at 7pm**

Present: -

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

Also in attendance: -

Mrs Mylène Linwood, Clerk & RFO to the Village Council
The Rt Hon Mr Richard Holden, MP
Colin Campbell, Constituency Support Manager to The Rt Hon Richard Holden MP

25/161 Apologies

Apologies had been received from Cllr Jackson.

25/162 Declarations of Interests

No declarations with regards to items on the agenda were submitted.

25/163 Minutes

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

25/164 Public participation session with respect to items on the agenda and other matters, which are of mutual interest. No decisions to be made.

The Council welcomed The Rt Hon Mr Richard Holden, MP to the meeting. Mr Holden MP expressed that he was trying to ensure he visits all the Parish Councils in his constituency and that he feels with the changes coming about with the Local Government reorganisation it is likely that Parish Councils will become more important than ever. He has been working on a number of different concerns on behalf of his constituents and said that if residents had any queries that they felt needed escalating he would be happy to try to assist and indeed, if necessary, raise concerns on local matters with Parliament.

25/165 Finance

a) The following payments were unanimously approved:

Month	Cheque No	Payee	Description	Amount
October	Standing Order	Mrs M Linwood	Clerk salary September 2025	£830.56
October	Standing Order	Mrs M Linwood	Clerk reimbursement for EE data connection for CCTV. (Sept – Oct 2025)	£18.48
October		David Vinten	Village Voice 2025 – Artwork creation	£200.00
October		Mrs M Linwood	Home Working Allowance Q3: Jul, Aug, Sept 2025	£200.00

October		ABLC	Annual subscription	£20.00
October		PKF Littlejohn LLP	Review of AGAR 2024-25	£252.00
October		Billericay Nurseries	Flowerbed watering x 4 visit September 2025	£336.00
			Total	£1857.04

25/166 Annual Governance and Accountability Audit – 2024/25

PKF Littlejohn found the Village Council's 2024/5 audit to be in accordance with proper practices and relevant legislation and regulatory requirements.

Thanks were given to the Clerk for all her efforts in completing the audit process.

The audit certificate can be found on the Village Council website.

25/167 Councillor Vacancy

The Clerk had not received any applications. The vacancy to be filled by co-option will continue to be advertised.

25/168 Planning Applications

Members reviewed the following applications:

Planning App. Ref	Address	Planning Request	Comments
25/01174/TPOBAS	114 Kennel Lane Great Burstead	T1 (Horse Chestnut) TPO/05/05 Proposed crown reduction of up to 3m.	No objection

25/169 Housing Developments – Importance of residents commenting on Planning Applications

The Chair expressed how residents are very concerned about the many housing developments that are being given planning approval, but they may not be aware that all residents are entitled to comment on planning applications submitted to Basildon Council Planning.

All planning applications are listed on the Basildon Council Planning website: www.basildon.gov.uk/eplanning

An application can be searched for using the post code, single line of the address or the application number.

Ways to comment on planning applications:

Website: Public comments can be submitted via the website: www.basildon.gov.uk/eplanning

Email: planning@basildon.gov.uk

Telephone: 01268 533333

Post: Planning Department, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS 14 1DL.

Cllrs noted that it is important residents are informed that any comments sent in response to the developers marketing material will not be passed on to Basildon Borough Council and will not be included as a public comment.

All comments must be sent directly to Basildon Council to be considered by the planning authority.

As a planning consultee the Village Council has raised many concerns that the impact these new houses will have on the area, but it is Basildon Borough Council that makes the final decisions on planning. As the planning authority Basildon Borough Council should be protecting its residents, but it seems that instead, it is only concerned with the interests of the development companies and reaching housing targets. It was the opinion of those present that this approach is very irresponsible.

If residents are concerned about the proposed housing sites, they must comment on the planning applications to make their views heard.

25/170 Land off Coxes Farm Road – 250 homes proposed

The Village Council discussed the meeting request received from BC Land Limited. It was agreed the Village Council would meet with the developers. The Clerk is to make the arrangements.

25/171 Village Voice Newsletter

The Autumn 2025 edition of the Village Voice has now been published. It is available on the Village Council website and via the Facebook page. Printed copies are in the process of being delivered to homes in the Parish.

Some copies will also be available at St Mary Magdalene Church, the Green Grocers and a few other shops in Grange Road shopping parade.

25/172 Remembrance Sunday – 9th November 2025

Cllr Cowles has kindly agreed to order the Remembrance Day wreath on behalf of the Village Council and will attend the service at St Mary Magdalene Church, along with Cllr Dear to lay the wreath.

It was also agreed by all the 20 large Remembrance Poppies would be purchased and displayed around the Village Green in South Green.

25/173 Christmas Community Contribution

It was agreed by all that the Village Council would again donate funds to Southwood Court and Allington Court retirement homes to contribute to their festive celebrations.

Cllr Crowe and the Clerk would work together to contact the local schools to organise the purchase of toy/book vouchers.

25/174 Update Local Government Reorganisation Proposal by Basildon Borough Council

Mr Richard Holden MP gave the update that councils in Greater Essex were due to submit their final proposals for the local government reorganisation to Government by the end of September 2025. Four business cases have been developed:

The Three Unitary Model – proposed by Essex County Council

- 1) South Essex Unitary: Southend, Rochford, Castle Point, Basildon, Thurrock
- 2) Central Essex Unitary: Chelmsford, Brentwood, Epping Forest, Harlow, Maldon
- 3) North Essex Unitary: Colchester, Tendring, Braintree, Uttlesford

The Five Unitary Model – proposed by Basildon Borough Council

- 1) Basildon & Thurrock
- 2) Rochford, Castle Point, Southend
- 3) Chelmsford, Brentwood, Maldon
- 4) Braintree, Colchester, Tendring
- 5) Uttlesford, Harlow, Epping Forest

The Four Unitary Model – proposed by Thurrock Council

- 1) Uttlesford, Braintree, Chelmsford
- 2) Harlow, Epping Forest, Brentwood, Thurrock
- 3) Basildon, Rochford, Castle Point, Southend
- 4) Colchester, Tendring, Maldon

The Four Unitary Model – proposed by Rochford Council

- 1) Uttlesford, Harlow, Epping Forest
- 2) Chelmsford, Brentwood, Maldon, Rochford
- 3) Basildon, Thurrock, Castle Point, Southend
- 4) Braintree, Colchester, Tendring

Mr Richard Holden MP went on to explain that Central Government have given the criteria for each new unitary to have a population of half a million people and that ultimately it would be Central Government that makes the final decision.

Mr Holden expressed that he felt local people should have a say, and encourages everyone to take part in the next public consultation which is due to be available in November.

The Village Council will advertise this through social media channels when the consultation is live.

25/175 Update on Removal of Recycling Point at Southwood Court, near Grange Parade

The Chair shared with the meeting the latest communications she had had with Basildon Council regarding the removal of the recycling point. She summarised that it had been over 10 years that residents had been complaining of the disturbance this site causes, and that the Village Council had been requesting Basildon Council remove it and repurpose the area as much needed addition car park spaces for the shopping parade.

Basildon Council has requested evidence for the recycling teams to undertake an assessment.

The Clerk is to compile all the evidence, and Mr Richard Holden MP also offered to look into the matter.

25/176 Grange Road Shopping Parade

Members were pleased to note that part of the parking area had been resurfaced.–However, the parking bay with the largest pot hole unfortunately had not been filled. (Possibly due to a car being parked in the space at the time of the works be carried out)

The Clerk is to contact Cllr Moore and enquire if the Village Council could appoint a contractor and fund the remaining work.

It was noted that Cllr Moore had made the Village Council aware of a petition that has been put forward by a resident with over 300 residents names and businesses that use Grange Parade to expresses their concerns at the deteriorating condition of the footpaths, road and parking spaces in Grange Road Parade. Cllr Moore will present this petition to Essex County Council at their next Council meeting, scheduled for October 14, 2025, and the petition will be passed to the appropriate Council Officer or Cabinet Member for a response.

25/177 New Bench

The Clerk is due to speak with Basildon Borough Council next week regarding the request for a quote to purchase and install a new bench near the bus stop in Hickstars Lane.

25/178 Training

No training requests were received.

25/179 Social Media

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

- MP attending Village Council meeting
- Remembrance Sunday
- Local Government Devolution Public Consultation in November

25/180 Date of the next meetings –

5th November – Time to be confirmed (7:30pm) due to a meeting prior to this.

3rd December 2025, 7th January 2026

25/181 Close of Meeting

The meeting closed at 8:03pm

Minutes agreed and approved:

Signed:

Date: