



**BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING  
HELD ON  
WEDNESDAY 26<sup>th</sup> JANUARY 2022 AT 7.30 PM.**

**PRESENT:**

**Councillors:** B. Foster: C. Morris: S. Pegg: T. Potter  
**Parish Council Clerk/RFO:** Mrs Christine Barlow  
**Ward Councillor/s:** None

**Public attendance:** 14

**101/21 APOLOGIES FOR ABSENCE:** Councillor Craig Rimmer (Pitsea South-East Ward Councillor) Councillor Luke Mackenzie (Pitsea South-East Ward Councillor) Councillor Aidan McGurran (Pitsea Essex County Councillor)

**102/21 DECLARATIONS OF MEMBER'S INTEREST:** To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

None received

**103/21 TO APPROVE THE MINUTES:** To approve the minutes of the Parish Council Meeting held on 24<sup>th</sup> November 2021 and Chair to sign.

The minutes of the previous meeting were accepted as an accurate account of the meeting and were signed to confirm by Councillor Bernard Foster, Chair

**104/21 PUBLIC FORUM:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) A resident complained regarding the lack of response from Borough Councillors to a question raised at the Parish Council meeting on 29<sup>th</sup> September 2021 regarding what Enforcement action had been taken by Basildon Council in connection with the expansion of Sadlers Park Caravan site, the building of the earth mound wall around the Sadlers Park site and the building of a stable block next to the allotments on the London Road. The resident informed she had not received any acknowledgement from Ward Councillors regarding the question raised. The resident was advised that they were unable to provide any information regarding correspondence between third parties but informed the Parish Council had raised the question of Enforcement to Basildon Council on several occasions. The Borough Council had served an Enforcement Notice to the site owners in 2019 but the owners had appealed against the Notice in 2020. The Planning Inspector had then upheld the appeal in March 2021 stating that BBC did not specify with sufficient clarity the alleged breach of planning control. The Planning Inspectors decision meant that the Borough Council would have to issue another notice. The Parish Council contacted the Enforcement Team and were informed that if a second

attempt at enforcement action was appropriate, they would need to clarify the current residential use of the land and circumstances. The Team is currently involved in another serious breach and will progress the matter of Sadlers Park as soon as possible. The Parish Clerk the resident to send her copies of the emails sent to Ward Councillors to enable her to see the content and assess how the Parish Council could move the matter forward. **Action:** The Parish Clerk advised that the Parish Council continue to pursue the matter

(ii) A resident asked if anything could be done about land in Cornwall Road which was overgrown and being used as a dumping ground. The Borough Council was not responsible for its upkeep because Cornwall Road is an unadopted road and residents asked if the Parish Council could help in anyway. The Parish Clerk having received a phone call from the resident earlier in the day had visited the area in question and considered that the Parish Council Handyperson might be able to undertake some of the work, but the problem was the disposal of the green waste as the Parish council did not have any facility to remove the waste. A solution as an interim measure was the use of the residents own wheelie bins to collect the green waste. The resident also raised the issue of the area behind the flats, which was privately owned, being used as a dumping ground. Although there was ample area behind the flats to park if it was not restricted by bollards and double gates and visitors to the flats were forced to park on the road alongside the flats causing an obstruction. **Action:** Councillors agreed to look into the request regarding pruning and to try and contact the owner of the land behind the flats to discuss tidying up the area.

(iii) Residents complained that litter was building-up on the edges of Pound Lane in North Benfleet and Burnt Mills Road. The responsibility for collection of litter in this location was Essex County Council Highways. **Action:** To contact ECC and ask for information regarding the programme schedule for removing the litter at these locations.

(iv) A resident asked if there was any progress in getting the pavements repaired in the Parish. In response the Parish Clerk advised the Parish Council had submitted a request via Pitsea Essex County Councillors to ECC Local Highways Panel for the panels to consider adding pavements in the Parish to their schedule of works. It was anticipated that the request along with two other projects, which the Parish Council, had put forward would be included in the March Local Highways Panel Meeting.

(v) A resident asked it to be noted once again that the street-light opposite Arizona in Burnt Mills Road, which had fallen over and partially removed, still had not been replaced by Essex County Council Highways. The Parish Clerk informed that she had also reported the missing streetlight on the Essex County Council website.

(vi) The meeting was informed by a resident that the loud noise from the Burnt Mills Industrial area at all times of the day and night was still continuing. The Parish Clerk advised she had spoken to the Basildon Council Environmental Health Officer concerned and been advised by the Officer that after visiting the Yodel Distribution site, which was considered to be the location of the noise, he had identified this was not the location of the noise. Subsequently the Environmental Health Officer had issued monitoring sheets to the resident to

monitor the times when the noise could be heard and until sufficient information could be provided the case remained open.

(vii) A resident asked if the branches over hanging the entrance inside Westlake Park gates could be pruned. In the past the Parish Clerk had made enquiries regarding the branches and had been advised although they provided a canopy over the park there was no danger to the public. **Action:** The Parish Clerk would contact Basildon Council Arboriculturist by email to arrange a meeting to re-look at the issue raised.

(viii) A resident thanked the Parish Council and all the residents who had supported his Christmas Lights Open Garden Event in December. A total of £922 for Cancer research over the two days of the event had been collected. The Summer Open Garden Event would also be repeated again in July.

**105/21 WARD/COUNTY COUNCILLOR UPDATE:** Time is set aside for Borough/County Councillors to address the meeting.

There were no Ward or County Councillors present to update on matters.

**106/21 PARISH CLERK'S REPORT:** The Parish Clerk to report to Councillors on business undertaken since the last meeting and any other relevant matters.

(i) The Parish Clerk advised the Defibrillators and cabinets had now been received and would be installed as soon as arrangements could be made for the Electrician who had been engaged could install them.

(ii) The fly-tipping of a large quantity of sacks had been reported in Grange Road and after making a report to Basildon Council the sacks had been removed within 24 hours.

(iii) A grant to purchase four additional planters to be placed on the verge adjacent to Ilfracombe Avenue is still pending but approval was anticipated soon.

(iv) The Parish Council Handyperson Service is working well and some of the areas, not currently covered by Borough or County Councils especially pruning was slowly being improved. Thanks not only must go to the new member of staff who is undertaking the work on behalf of the Parish Council but also to residents who have been very supportive by helping to remove the green waste in some circumstances with their wheelie bins.

(v) A resident, who was unable to attend the meeting, had asked for the issue of vehicles continuing to speed through Pound Lane and motor bikes using Pound Lane as a racetrack. The resident had advised that cars were parking indiscriminately along Pound Lane blocking some driveways and he latest incident was on the previous Friday evening (21<sup>st</sup> January) The resident believed the owners of the cars were people in the Benbow Club. The Parish Clerk had investigated this element of the complaint but on information received the footfall in the Club was very low on the occasion mentioned and suggested that the increased parking was not due to people using the Club but was other unknown reasons.

(vi) The Parish Clerk advised that the milky substance to the water in the ditch behind Elm Road properties is still under investigation by Basildon Council Environmental Health and the Officer had contacted the Parish Clerk on the matter.

(vii) The Essex Association of Local Councils (ELC) Community Initiative Fund (CIF) had confirmed, by email, that a grant of £2,400 to purchase new equipment for the Parish Council Handyperson Project had been approved by the funding Committee.

(viii) Contractor diversion signs had been removed from Lower Avenue.

**107/21 FINANCE REPORT:** To receive a summary of the Parish Council's current financial position and any other related financial matters.

(i) To receive an update of the Parish Council's current financial position.

Christine Barlow ,Responsible Finance Officer, provided a summary of the current financial position of the Council as follows:

	£
Balance at bank as at 22nd November 2021	21,958.11
Balance at Bank 22 <sup>nd</sup> January 2022	20,587.13
Expenditure:	6287.98
Income:	4917.00
<b>Expenditure:</b>	
(609) ABLC Subscription Fee 2021/2022	20.00
(622) Clerks Net Salary (Nov) Plus BB/Tel/ Office Use	765.55
(623) Cartridge Save 4 x colour cartridges	124.36
(624) Gallagher Insurance Renewal	932.16
(627) Handyperson Net Pay (Nov)	206.00
(626) London Hearts ( 2 x Defibrillators + Cabinets)	2566.00
(629) Handyperson Net Pay (Dec)	226.00
(622) Clerks Net Salary (Dec) Plus BB/Tel/ Office Use	765.35
(631) HMRC Staff Tax + Empr NI	510.56
(632) Hall Hire – Burnt Mills Residents Meeting	100.00
(625) EALC Highway Briefing – Clerk	24.00
(628) Benbow Club Hall Hire x 2 + VAT	<u>48.00</u>
	6287.98
<b>Income:</b>	
AXA Insurance – Net Swing Payment	659.00
Defib Funding – Charlie Baldwin – Facebook Just Giving Page	1377.00
Fun Walk Trust – Bonus Pot (Defibrillator additional funding)	381.00
EALC Funding – Handyperson Equipment	<u>2500.00</u>
	4917.00

The Responsible Finance Officer raised concerns that there was still over £5000 in outstanding payments yet to be banked and that the Parish Council's

usable income would fall below £10,000 by the end of February. The current account balance also includes ring fenced funding for existing projects and the Responsible Finance Officer advised that the Parish Council has still to receive a £5,000 Grant from Basildon Council, promised by the Strategic Planning and Infrastructure Committee in March 2021, to support the Neighbourhood Plan. The Parish Council needs to bear in mind that Parish Council elections are to be held in May 2022 and a credit balance of at least £4,000 must be kept at all times to cover anticipated election costs and any outstanding payments.

(ii) To confirm notification to Basildon Borough Council of Precept amount for 2022/2023.

The Annual Precept amount of £19,073.19 for 2022/2023 as recorded in the minutes of 26<sup>th</sup> November 2021 had been notified to Basildon Council Financial Services and reflected an increase of 5.69% over the Precept figure of 2021/2022.

- 108/21 LICENCING:** Councillors to review and comment on Licencing application in connection with Unit 4 Smilers Farm , Pound Lane - Licensable Activity of the sale of alcohol for consumption off the premises (Home Delivery)- Monday to Sunday 22:00hrs - 06:00hrs

The licence was requested for home delivery only. The applicant is a new applicant. There are no customers to attending the premises to purchase alcohol and there were strict guidelines enforced for the sale of alcohol. Councillors having discussed the Planning Application and it was considered that on the face of the information presented there were no grounds to object to the application being granted.

- 109/21 PLANNING UPDATES AND COMMENTS:** To receive a summary of updates on planning applications discussed at previous meetings

**Planning Application: 21/01546/FULL:** - 23 Bowers Court Drive, Bowers Gifford, Basildon SS13 2HH - Proposed new detached outbuilding for ancillary use to the main house - Granted

**Planning Application: 21/01704/TPOBAS:** Gifford House, London Road, Bowers Gifford, Basildon Essex SS13 2EY - TPO/13/94/ T1 and T3 Crown reduction of up to 2m – Granted

- 110/21 CASTLE POINT LOCAL PLAN:** To consider any comments by Parish Councillors on Castle Point Local Plan Main Modifications Consultation 2021 which impact on Bowers Gifford & North Benfleet.

Councillors having reviewed the Castle Point Local Plan Modifications document considered the key issues of the Plan to build a total of 2000 on Canvey over the Plan period which would impact on the Parish were in regard to highway and traffic congestion on Sadlers Farm roundabout, the surrounding area and the Fairglen Interchange. The Parish Council confirmed they would respond to the consultation by letter and raise their concerns in this format. Action: The Parish Clerk was asked to prepare the response as required and

forward to Castle Point Council by 4<sup>th</sup> February 2022 the closing date for the consultation.

**111/21 NEIGHBOURHOOD PLAN:** To update on the current position of the BGNB Neighbourhood Plan and information regarding Basildon Borough Council's

Councillor Foster advised, as reported by the Responsible Finance Officer in her report (Item 107/21), the Parish Council had still to receive an interim grant of £5,000 dating back to March 2021 and confirmed at the Strategic, Infrastructure and Performance Committee meeting in March 2021. The Parish Council is continuing to work on the Neighbourhood Plan and keep pace of the recent changes to the National Planning Policy Framework (NPPF) to make sure it is compliant with the current regulations of the Policy and also to demonstrate the soundness of the Plan against the Local Plan but until more financial support is available to complete essential work the Parish Council is unable to move forward in completing essential documentation with its consultant Neil Homer. The Parish Council however consider that the BGNB Neighbourhood Plan will stand up to scrutiny by the Inspector but does not agree with some of the proposals for the Parish in the Local Plan and would challenge these issues at the Local Plan Examination when held. The Burnt Mills Road proposed commercial development was briefly discussed and a resident advised that the residents of Burnt Mills Road had met with the developers after the resident's consultation meeting with the Parish Council on 15<sup>th</sup> September 2021 and were shown a draft map of the proposed site which included plans to accommodate five hundred lorries across the site.

As a point of information Basildon Council, at their Full Council Meeting the following evening (27<sup>th</sup> January), were proposing to ratify that a six-week consultation on the modifications to the Local Plan, as requested by the Planning Inspector, would be held from February to March 2022 and residents would be requested to comment on the modifications. Those present were urged to respond to the consultation as their comments would be considered by the Planning Inspector at the Local Plan Examination to be held in June or July 2022.

**112/21 THE QUEEN'S PLATINUM EVENT 2022:** To **AGREE** a budget for the Queen's Platinum Event and planning event activities.

The Queen's Platinum Event 2022 would take place on Sunday 5<sup>th</sup> June from 12.00 to 16.00 and would once again take the formation of a Picnic-in-the Park. The Parish Clerk was currently working on the arrangements for the event but to date some of the live entertainment had been booked along with other activities. The Parish Clerk also asked if anyone wished to volunteer their help to contact her. The setting of the budget was deferred until the February meeting.

**113/21 DATE OF NEXT MEETING:** To confirm the date of the next Parish Council meeting as 23<sup>rd</sup> February 2022.

The date of the next meeting was confirmed as 23<sup>rd</sup> February 2022 at 7.30 p.m. at The Benbow Club, 77 Pound Lane, Bowers Gifford.

Signed: ... 

Councillor Bernard Foster, Chair

23<sup>rd</sup> February 2022