



**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB, BOWERS GIFFORD
WEDNESDAY 27th NOVEMBER 2019 AT 7.30 PM.**

PRESENT:

Councillors: R.Smillie: D. Packer: B. Foster:

Parish Council Clerk/RFO: Mrs Christine Barlow

Members of the Public: 13

74/19 APOLOGIES FOR ABSENCE: Councillors Terence Potter, Claire Morgan and David Martin. It was noted Councillor Craig Rimmer (Pitsea South-East Ward Councillor) and Councillor Patricia Read (Pitsea South-East Ward Councillor) had also sent their apologies.

75/19 DECLARATION OF MEMBERS INTEREST: To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

No declarations of interest were received.

It was **AGREED**, in view of the content of some agenda items requiring full agreement from the whole Council, to defer some of the items on the agenda to the December Parish Council meeting when all Councillors were anticipated to be present.

76/19 PUBLIC FORUM: Residents have the opportunity to raise issues and ask questions of the Parish Council (The time allowed for this item is a maximum of 15 minutes)

Residents present raised the following issues:

(i) The Zebra crossing beacon which had remained unlit for several months. Residents were advised by the Clerk that the fault to the beacon had been reported on several occasions to Essex County Council and she would continue to raise the issue of the need for a repair with Essex highways. It was suggested that residents could also play their part by report the fault on the Essex County Council website also.

(ii) Parking at the shop causing congestion by parking on the junction of Canvey Road/Pound Lane and obstructing the bus stop adjacent to the shop despite double yellow lines in this location.

- (iii) The grass verge from Pound Lane along the London Road to the flower shop was encroaching on the footpath.
- (iv) The junction of Osborne Road/Pound Lane had several deep potholes. Although Osborne Road was unadopted highway this area of the road was the responsibility of Essex County Council highways to repair.
- (v) The outer cover of an inspection chamber adjacent to the corner of Kelly Road had a piece missing and could be a trip hazard.
- (vi) The issue of the bus lane as a dangerous hazard to traffic was again raised.

The Parish Clerk advised the Parish Council would raise the complaints with the relevant organisation as a matter of record and request action be taken to rectify the issues raised.

(v) A resident inquired of Councillors if they could provide any information regarding the regulations in respect of a tree blocking light to their property. The Council suggested contacting Basildon Council Park Department for an answer regarding the legal position.

(vi) A resident explained that she was organising a Community Event with a Father Christmas float and taking the float with others around the Parish streets and ending up at the Garden Centre, who had agreed to support the initiative by allowing their premises to be used and to remain open on the night. The resident advised the date for the event was 20th December. The Parish Council confirmed they were happy to support the event in any way they could before and on the day, including setting up on the day and the loan of equipment, and in any other way they could assist before the event. She asked people to come forward with stalls, games and volunteer to decorate the floats in order to make the evening as enjoyable for everyone. Residents were asked to contact the resident or the Parish Clerk if they could help in any way.

77/19 WARD COUNCILLORS: Time is set aside for Borough/County Councillor/s to address the meeting.

There were no Ward Councillors present.

78/19 MINUTES OF PARISH COUNCIL MEETING HELD ON 30th OCTOBER 2019: To approve the minutes of the previous meeting.

The minutes of the meeting held on 30th October were deferred for approval to the meeting on 11th December 2019

79/19 PARISH CLERK'S REPORT:

(i) The Parish Clerk to update on matters and events since the previous meeting:

Item 62/19 (i): The rubbish reported in Pound Lane was removed by specialist crew engaged to clear the rubble by Basildon Council.

Item: 62/19 (iii): The uneven and dangerous footpath Alpha Road/ Pound Lane, had been reported again.

Item 64/19 (iv): The five (5) bus shelters along Pound Lane had been cleaned and the clean will be repeated in the Spring of 2020.

Tree in Westlake Park: Following on from agreement to purchase a tree to replace the Commemorative Maple that had died during the Summer heat, it was now proposed to purchase an Acer/Maple Crimson King to replace it. Councillors had **AGREED** the species and the purchase would be made from a tree farm in Suffolk.

Essex Fire & Rescue Public consultation: Essex Fire and Rescue were carrying out a consultation to obtain the public's views regarding the services provided by the Service. The consultation would run to 13th December 2019. Residents could complete the survey by logging on to: www.essex-fire.gov.uk

(ii) To agree Parish Council support for Community Christmas event:

The Parish Council **AGREED** to support the Christmas Community Event being organised by a resident.

(iii) To confirm date of Community Speed Watch Training: The CSW training would be held on 14th December from 10.00 – 12.00 in the Benbow Club, Pound Lane. All volunteers who had put their name forward had been advised of the date and details by letter or email.

80/19 FINANCE REPORT: To report on the Parish Council's current financial position.

(i) Current Statement of Account: The Responsible Finance Officer presented a summary account of financial transactions since the meeting on 27th October.

	£
Balance at Bank as of 21st October 2019	19,879.27
Balance at Bank as of 27 th November 2019	17,918.93
Income:	Nil
Expenditure:	
(492) Clerks Food Safety Course inc. VAT	132.00
(493) Clerks Web Accessibility Course inc. VAT	78.00
(495) RCCE Membership inc. VAT	72.60
(500) Came and Company Parish Council Insurance	703.42
(501) Clerks Net Salary October + Office use/Tel/BB	874.32
(502) Basildon Council Picnic-in-the Park staff costs	<u>100.00</u>
	1,960.34

(ii) To approve cheques for payment: Cheques presented to the Council in the sum of £1,563.30 and were **approved** for payment.

81/19 PLANNING: Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/01530/FULL

Proposed two storey side extension, first floor rear extension, extend dormers and replace roof on existing single storey rear extension - 86 Pound Lane Bowers Gifford Basildon SS13 2HW

The Parish Council to discuss the application and report the decision at the next Parish Council meeting on 11th December 2019.

82/19 PLANNING DECISIONS: To receive updates regarding Planning Applications discussed at previous meetings and other relevant applications:

(i) Planning Application: 19/01517/NMABAS: To establish whether changing the approved roof tiles from concrete interlocking tiles to fibre cement slate tiles can be considered a non-material amendment to granted consent - 5 Alpha Close Bowers Gifford Basildon Essex SS13 2HZ - Granted

(ii) Planning Application 19/01333/FULL: Demolition of existing extensions, new side and rear extensions and extension to existing loft - Little Jem Bungalow Southend Arterial Road North Benfleet SS12 9JG - Refused

Other relevant Planning Applications:

(iii) Planning Application: 19/01351/AGBAS: Prior notification of the siting and erection of a new agricultural grain store to be used for crop storage - Land South of Existing Building Adjacent A130 North Benfleet Hall Farm, North Benfleet Hall Road, North Benfleet, Basildon, Essex - Prior Approval Approved

(iv) Planning Application: 19/01278/LDCP: To establish the lawfulness of a proposed detached garage to side of the property with bonnet dormers to front and rooflights to rear - 10 Alpha Close Bowers Gifford Basildon Essex SS13 2HZ - Refused

83/19 BUDGET AND PRECEPT: To agree the budget and set the Precept for 2020/21

It was **AGREED** to defer this item to the next meeting.

84/19 BOWERS GIFFORD AND NORTH BENFLEET NEIGHBOURHOOD PLAN: To update on the progress of the Neighbourhood Plan and any update decisions by Basildon Borough Council regarding the Local Plan.

Councillor Foster advised that the Parish Council were now looking to move the Neighbourhood Plan forward after months of delay waiting for the Site Assessment Report from Urban Vision which when received had not met the brief set by the Parish Council. The Steering Group and the Parish Council had met the previous

evening (26th November) to discuss matters and were currently putting together some proposals for a Strategic Infrastructure Plan before any future development commenced. This strategy included cycle paths, footpaths, shops, a doctors' surgery, a community hub and the group were also looking at highway improvements. The general concept of the proposals was to develop the Parish as sympathetically as possible, keeping the look of the village as rural as possible. The Parish Council was meeting with Christine Lyons, Basildon Council Head of Planning on 4th December to update her on the Neighbourhood Plan and progressing it in readiness for the Local Plan Examination. In summary the Parish Council is intending to consult with residents on their proposals at the end of January 2020. For residents' information there was a brief update on the progress of the Neighbourhood Plan on the Parish Council website

85/19 POLICY AND PROCEDURES: To amend and approve the following policy and procedures:

- (i) Publication Policy
- (ii) Risk Assessment Policy

This item was deferred to the December meeting.

86/19 WEBSITE CHANGES: To discuss changing the Parish Council domain name in view of the need to host a new website in 2020.

This item was deferred to the December meeting.

87/19 COMMUNITY EVENT 2019: To agree a date for the Annual Parish Council Community Event in 2020 and the type of event to be held.

To be **AGREED** at December meeting.

88/19 MEETINGS ATTENDED BY COUNCILLORS: To receive information of interest regarding any meetings attended by Councillors since the last meeting.

Councillor Packer advised he and Councillor Morgan had attended Councillor training for new Councillors on 9th November 2019. The training was free to the Parish Council as the cost had been borne by the Association of Local Councils of which the Parish Council was a member. Councillor Foster and the Parish Clerk had attended the Basildon Liaison Meeting, chaired by Councillor Gavin Callahan, on 12th November and a variety of topics were discussed including the proposals to introduce a congestion charge on the A127 as a result of poor air quality and the administration's opposition to the charge being implemented.

89/19 DATE OF NEXT MEETING: To confirm the date of the next meeting as 11th December 2019.

The next meeting would be held on 11th December 2020 at 7.30 p.m. at the Benbow Club, 77 Pound Lane.

Signed:Councillor R. Smillie, Chair

Dated: 11th December 2019