

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING  
HELD AT THE BENBOW CLUB BOWERS GIFFORD  
ON WEDNESDAY 27<sup>th</sup> JULY 2016 AT 7.30 p.m.**

**PRESENT:**

**Councillors:** B. Foster: N.Tyler: S.Pegg: T. Potter

**Parish Council Clerk:** Mrs Christine Barlow

**Residents present:** 14

**30/16 Introductions:** All were welcomed to the meeting.

**31/16 Apologies for absence:** Cllr. Robert Smillie

**32/16 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.

Councillor Foster and Councillor Pegg disclosed an interest in agenda item 39/16 – Planning

**33/16 Councillor Vacancy:** To agree the co-option of a new Councillor and the date of commencement of Office.

Following an application from a resident after the previous meeting in regard to the Councillor vacancy, the Parish Council had met with Mr Terence Potter and was in full **AGREEMENT** to co-opt him as a Councillor onto the Parish Council. Mr. Potter was then invited to join other Councillors and confirmed his acceptance of the role by signing the Declaration of Acceptance of Office.

**34/16 Policing Update:** To receive an update regarding policing activities in the Parish.

Despite being asked to make contact with the Parish Council by a senior officer no response had been received and therefore there was no update on policing at the meeting.

**35/16 Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

**(i) Zebra Crossing:** A resident thanked the Parish Clerk for her hard work over previous months for continually pressuring Essex County Council to repaint the zebra crossing. This work had finally been carried out on 25<sup>th</sup> July 2016. The Clerk advised that several people including Essex County Councillor Keith Bobbin (who was in the audience) had also had a hand in achieving a successful outcome.

**(ii) Uneven footpath:** It was reported that the footpath at the corner of Pound Lane and Clarence Road was uneven and potentially dangerous. **Action:** The Parish Clerk was asked to report to Essex County Council Highways.

**36/16 Minutes of Parish Council meeting held on Wednesday 29<sup>th</sup> June 2016:** The Council to approve the accuracy and content of the minutes of the previous meeting and the Chair to sign.

Amendment to minutes of 29<sup>th</sup> June 2016: Agenda Item 17/16 - Apologies: Councillor Nigel Tyler had been recorded incorrectly in the minutes as Councillor Nigel Phillips.

Subject to the above amendment the minutes were **AGREED** as a true record of the previous meeting and signed as such by acting Chair, Councillor Bernard Foster (Vice-Chair) due to the absence of Councillor Robert Smillie who was on holiday.

**37/16 Parish Clerk's Report:** The Parish Clerk to report and update on Parish Council business.

**(i) Councillor Vacancy:** The Parish Clerk reported that regrettably Councillor Matthew Phillips had tendered his resignation due to personal commitments. A letter of thanks will be sent to Mr Phillips, as although he had only served as a Councillor for a short period and not been able to attend many meetings his input had been invaluable and he would be missed. The Council now had once again two vacant posts.

**(ii) Correspondence:** An email had been received from a resident regarding illegal development in plotland areas and the flagrant disregard to planning regulations. The Parish Council had raised matters of enforcement with Basildon Council on several occasions and had also sent them an email to them regarding this infringement and asked them to investigate and also clarify where Enforcement sits within Basildon Council's priority in relation to dealing with breaches of planning. A response had as yet to be received.

**(iii) Correspondence:** An email had been received from a resident who had asked if anything could be done about gravel from driveways drifting on to the footpath. It was pointed out that clearing the footpath was the responsibility of the owner of the property but that an article could be included in the Bugle reminding residents of their responsibility.

**(iv) Play Area:** A vandalised panel on the slide in the junior play area in Westlake Park had been repaired and the bolts within the panel had been welded into place.

**(v) Fly-tipping:** New fly-tipping, adjacent to the underpass, had been reported to Basildon Council and the Parish Council had been advised that the matter would be investigated to see if there was any identification in the waste. The Parish Council had been advised that evidence had been found in previous fly-tipped waste in Old Church Road and it was hoped that this would result in a

prosecution.

**(vi) William Road:** Essex Parking Partnership had visited William Road on 16<sup>th</sup> July regarding parking issues which had been raised at meetings but on the day they visited they found no contravention or traffic violation. They had advised they would continue to monitor the situation and a request had been sent to Essex County Council Highways to refresh the yellow lines on the corner of William Road/Pound Lane. The Parish Council had also asked for the yellow lines on the corner of Canvey Road/Pound Lane, outside the shop, to also be refreshed.

**(vii) Locality Addresses:** The Parish Council was still pursuing changes to some of the locality addresses within the Parish with Basildon Council and the Post Office.

**(viii) Parish-in-Bloom:** The event would take place during August and the Clerk advised she was waiting for confirmation regarding the availability of Deputy Lieutenant of Essex, Mo Larkin, to judge the event.

**(ix) First – Aid Course:** The Clerk had attended a First – Aid Course Level 2 on 6<sup>th</sup> July and had passed the assessment. The Certificate obtained would last for three (3) years until 2019.

**(x) Superfast Broadband:** Improved Broadband access for some residents was still being pursued with the Superfast Essex Broadband Team. More information had been requested the Superfast Essex Broadband Champions Scheme. Essex County Councillor Bobbin advised that all faster Broadband should be connected across Essex by 2018.

**38/16 Finance Report:** To report on the Council's current financial position and other applicable financial matters.

A summary of the current financial position was presented as below:

	£
Bank Balance as of 22 <sup>nd</sup> June 2016	11,059.85
Bank Balance as of 22 <sup>nd</sup> July 2016	<u>9,537.23</u>
	<u>1,522.62</u>
<b><u>Payments</u></b>	
John Pollock – Marquee – Picnic in the Park (inc.VAT)	420.00
Signs Express – Banners – Picnic-in-the Park (inc.VAT)	132.00
Clerks Salary (June 2016)	621.48
EALC Clerks Training – First Aid – Level 2	85.00
HMRC - Clerks Tax & Emp NI	<u>264.14</u>
	1,522.62
<b><u>Receipts</u></b>	
Nil	

A credit has been claimed from the Essex Association of Local Councils (EALC) under the Clerks Bursary Scheme for the Clerks First-Aid Course thus reducing

the cost of the course by 75% to £21.25

**39/16 Planning** - Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

**(i) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00942/FULL**

Various alterations including a part single, part two-storey side/rear extension and first floor rear extension - 86 Pound Lane, Bowers Gifford Basildon, Essex

Having discussed the application Councillors made no objections and considered the shop to be an asset to the Community.

**(ii) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00913/FULL**

Demolish existing garage and erect a two storey side/first floor rear extension. - Hartford House, London Road, Bowers Gifford, Basildon

Councillors, having discussed the application, considered that the changes to the dwelling were of a good design and raised no objections

**(iii) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00996/FULL**

Construction of a detached garage – Beatrice, Elm Road, Bowers Gifford Basildon

Councillor Sheelagh Pegg had declared an interest (Item 32/16) and left the room.

The Parish Council discussed the application at length and considered that it should be refused on the grounds that: (a) The height of the roof exceeds acceptable standards and should be reduced (b) The garage should ideally be built further back on the plot and set back from the dwelling house and would currently go against BAS Policy GB8 in respect of building detached garages in plotland areas.

**(iv) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00888/FULL**

Erection of side extension, replacement roof, together with alterations to elevations – Cranbrook, Osborne Road, Bowers Gifford, Basildon

Councillor Foster had declared an interest (Item 32/16) and left the room.

The Parish Council recommended refusal of the application as it considered there was very little in the application that differed from the previous submission which had been refused. (i) The ridge height of the roof was still above accepted height and dominates. (ii) The design is out of character and adds no amenity

value to the area.

**(v) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/01015/FULL**

Proposed first floor front extension with dormers, garage conversion, porch extension and roof lanterns to rear. - 32 Kelly Road, Bowers Gifford, Basildon Essex

Councillors discussed the above application and raised no objections. They did however comment that the three dormers should not normally face the road but from viewing other properties within the road, which had created at least two dormers in each, this part of the plan raised no objections. In addition it was felt the garage could not be identified as such as it was behind the office and it should be renamed on the plan. These two points did not however alter the Parish Council's opinion of the application.

**(vi) TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00736/OUT**

Erection of a chalet bungalow (Outline application). – Winifred, Windsor Road, Bowers Gifford, Basildon, Essex

The collective comments from Councillors regarding the application were ratified at the meeting. Councillors considered that the application should again be refused on the grounds that the previous application, which had been refused, exceeded the criteria in terms of size and height (BAS GB3) and this second application continued to exceed the same policy. It also exceeded the revised PPG2 which limited extensions/ replacement dwellings to between 35m<sup>2</sup> and a maximum of 90m<sup>2</sup>. Whilst the Parish Council is not against infill in plotland areas the Planning Statement introduces the idea that this development could be considered infill, the site does not have the generally accepted frontage for this and with Winifred Cottage already on the plot could be considered segmentation which currently is not permitted.

**39/16/1 Planning decisions and comments – To receive updates and comments on decisions in respect of planning applications discussed at previous meetings.**

**APPLICATION NO: 16/00736/OUT:** Erection of a chalet bungalow (Outline application). – Winifred, Windsor Road - Refused

The application was refused by Basildon Council Planning Committee on the grounds that it would significantly exceed the regulations in regard to size and height as set out in the relevant policies in respect of what is regarded as an acceptable replacement dwelling for the purposes of the National Planning Policy Framework (NPPF) and therefore the development was inappropriate and by definition would be harmful to the Green Belt.

**(i) Basildon Rifle and Pistol Club:** In addition to the above applications Councillor Foster advised of the Parish Council's intention to respond to Planning Application No: 16/00829/FULL- Land Opposite Harvey Road Off

Courtauld Road Basildon Essex – Erection of a clubhouse, indoor 25m shooting range and four outdoor shooting ranges at 15m, 25m, 50m and 100 yards to accommodate Basildon Rifle and Pistol Club:

Although this application was not within their boundary the Parish Council, as a statutory consultee, felt is sufficiently important due to the close proximity of the facility to make their views known. An email will be sent to Basildon Council Planning Officer dealing with the application, Clive Simpson, informing of the Council's views on key issues and asking for the Planning Committee to take these views into account when making their decision regarding the application. It was however noted that the Parish Council did not raise any objections specifically to the relocation.

**40/16 Neighbourhood Planning:** To update on the Parish Council's application to Basildon Council to designate the Parish as a Neighbourhood Plan Area.

Basildon Council having consulted, between 26<sup>th</sup> May and 23<sup>rd</sup> June, on the Parish Council's application to designate Bowers Gifford & North Benfleet as a Neighbourhood Area. Basildon Council Policy Officers and Basildon Councillor Moore had met with Parish Councillors and the Parish Clerk to discuss the comments received as a consequence of the consultation. Basildon Council having considered all the comments received had issued a Decision Notice on 18<sup>th</sup> July 2016, under section 61G of the Town and Country Planning Act 1990 (as inserted by Part 1 of Schedule 9 of the Localism Act 2011) approving the Parish Council's request. The Parish Council is now the responsible body for undertaking neighbourhood planning within the designated neighbourhood area, and can proceed with preparing a neighbourhood plan/order. The Decision Notice had been published on the Parish Council website and in the Parish Council noticeboards.

The next steps in the process were to form a sub-committee in order to engage the community and local partners by canvassing door-to-door to obtain their views in order to identify key aims and issues in connection with putting the Plan together. A Neighbourhood Plan could not prevent building in the Parish but it would enable the Parish Council to have a comprehensive say in where building and other key elements took place. The timescales for producing a Neighbourhood Plan was between 12 – 18 months and although current funding in the sum of £950 for publicity had been obtained further substantial funding would need to be secured to complete the required components of the Plan.

**Action:** The next Parish newsletter would carry an article on the Parish Council's aims and ask for volunteers to support the sub-committee. A meeting of the sub-committee, which was answerable to the Parish Council, would be held early in September

**41/16 Date of next meeting** - To confirm the date of the next Parish Council meeting

The next meeting was confirmed as 31<sup>st</sup> August in the Benbow Club , Pound Lane , Bowers Gifford , commencing at 7.30 p.m.