



**BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING  
HELD ON  
WEDNESDAY 27<sup>th</sup> JULY 2022 AT 7.30 PM.**

**PRESENT:**

**Councillors:** B. Foster: C. Morris: K.Hutchison: S.Moore

**Ward Councillor/s:** None

**Parish Council Clerk/RFO:** Mrs Christine Barlow

**Public attendance:** 11

Councillor Foster (Chair) welcomed all to the meeting and explained the protocol for the meeting and how the public could raise questions during the meeting.

**33/22 Apologies for absence:** Councillor Sheelagh Pegg

**34/22 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.

No declarations of interest were received.

**35/22 Minutes of Parish Council meetings:** To approve the minutes of the Parish Council Meeting held on 29<sup>th</sup> June 2022 and Chair to sign.

The minutes of the previous meeting held on 29<sup>th</sup> June 2022 were accepted as an accurate record of the meeting by all present and were signed to confirm by Councillor Bernard Foster, Chair.

**36/22 Ward/County Councillor update:** Time is set aside for Borough/County Councillors to address the meeting.

Councillor Rimmer advised he had been contacted by some residents living in Westlake Avenue in relation to the land behind their properties which may, in the future, be the subject of development by its owners. The residents were concerned that as the Local Plan was being revised, the land behind their properties would be built on and they wanted to purchase some of the land beyond their gardens to preserve it as Green Belt.

Residents from Westlake Avenue were present to raise their concerns and advised that residents whose properties backed onto the land, which was in the ownership of Nottinghamshire County Council Pension Fund, had joined together as a group to try and purchase the relevant parcel of land at the end of

each property and extend their gardens, to retain and protect the land as undeveloped Green Belt and a wildlife corridor. The residents asked if the Parish Council and Councillor Rimmer would lend their support. Councillor Rimmer confirmed he was happy to lend his support and suggested the residents write to Nottinghamshire County Council in the first instance setting out their proposals. Councillor Foster ( Chair) on behalf of the Parish Council confirmed the Council would also support the residents but until the outcome of the Parish Council's Feasibility Study Assessment, as part of its plans to progress Neighbourhood Development Orders in both Bowers Gifford and North Benfleet , the Parish Council was unable to identify which areas of development would be suitable within the new process. A request was made to residents to copy the Parish Council and Councillor Rimmer into any correspondence sent to Nottinghamshire County Council or any other correspondents.

**37/22 Parish Clerks Report:** To provide Councillors with an update on business since the last meeting held on 29<sup>th</sup> June 2022.

- Potholes/Speed Survey: A number of potholes had been reported by both the Parish Council and ECC Luke Mackenzie to Essex County Council. Councillor Mackenzie intended to raise both issues at the Local Highways Panel meeting on Monday 25<sup>th</sup> July 2022 but the Parish Clerk had not, as yet, received any feedback from that meeting.
- The Parish Clerk had also asked Councillor Mackenzie to raise the matter of repairing the Vehicle Activation Sign (VAS) in Pound Lane at the LHP meeting as another Parish Council in the Borough had requested to have their VAS moved to a different location which would incur a cost. If granted this might open the door for the Pound Lane sign.
- The Parish Clerk has asked for a meeting with Basildon Councils Grounds Maintenance personnel to discuss the poor standard of work in the Parish by the Councils Grounds Maintenance contractors.
- The Annual Governance and Accountability Review and all relevant documentation had been sent to the Government's appointed external Auditors for consideration.
- The Parish Council's Risk Assessment had been updated as per the previous minutes of 29<sup>th</sup> June 2022 ( Item 25/22 (vi)
- The Parish-in-Bloom competition had been extensively advertised. In the absence of a newsletter posters were included in the Parish Council noticeboards and various locations and media including Facebook and the Parish Council website.
- The Parish Clerk had spoken to ECC Public Rights of Way Officer (PROW) again concerning the fact that the PROW 143, which runs from Elm Road to Burnt Mills Road, is still blocked despite raising the same matter a number of times with him and other officers previously.
- A question was raised with the Clerk regarding a report that the verges in Ilfracombe Avenue were to be removed, but the Clerk she had been unable to

verify this report from a member of the public but from the enquiries made this did not appear to be the case.

- The Play Equipment planned for Westlake Park was still under discussion due to the need for additional funding. The choice of equipment due to be installed, the result of a consultation in 2021, had been confirmed as a Zip-Wire, a Rope climbing-frame and a junior trampoline in the junior play area. Councillor Rimmer was thanked for his help in obtaining the funding to provide the new equipment.
- The Parish Clerk had been asked if the Parish Council would be interested in partnering a village of 500 inhabitants near Meaux (pronounced Mo) in France. A city-councillor from the area had contacted Basildon Council's Twinning Association and asked if there was a small village in the Basildon area that would be interested in creating links with his small village Saint-Fiacre and contacted the Clerk. Councillors were asked to consider the request and Councillors confirmed they would be interested to learn more asked the Parish Clerk to obtain more information.

### 38/22 Finance Report:

- (i) To receive a summary of the Parish Council's current financial position.

The Responsible Finance Officer provided Councillors with a summary of Income and Expenditure during the previous month as detailed below.

	£
Balance at Bank 22 <sup>nd</sup> June 2022	108,163.10
Balance at Bank 22 <sup>nd</sup> July 2022	105,228.31
Expenditure:	2,934.79
Income:	Nil
<b>Expenditure:</b>	
(672) PDS Printing – Jubilee Large Posters	148.80
(683) PDS Newsletter May 2022 – No 25	379.00
(685) Signs Express – Re-printing Banners for Jubilee Event	165.60
(688) Toner Cartridges for Printer	40.48
(689) HMRC Staff Tax & EMPS NI	881.51
(691) Parish Clerk Net Salary (inc. Backpay) (June) +Tel/Office	988.20
(692) Handy Person Net Pay (June)	291.20
(693) ICO Subscription Fee	<u>40.00</u>
	2,934.79

- (ii) To provide Councillors with a statement of account in respect of the Platinum Jubilee Event on 5<sup>th</sup> June 2022.

Councillors were provided with a statement of income & expenditure for the Queens Platinum Jubilee Event on 5<sup>th</sup> July. The Parish Council had set aside a budget £2000 for the Jubilee event at their meeting on 23<sup>rd</sup> February 2022. Subsequent to that after making a funding application to the Lottery Jubilee

Community Fund the Council received a further grant of £3850 to add to the budget set aside for the event. Income over expenditure for the event was:

	<b>Income</b>	<b>Expenditure</b>
PC Budget	1000.00	
Lottery Funding	3850.00	
Income Stalls	1322.20	
Ice Cream	<u>40.00</u>	
	6212.20	6011.86
Expenditure	- <u>6011.86</u>	
Banked	200.34	

All prizes for the raffle were kindly donated by businesses and the prizes for the bell tombola were donated by residents.

The Parish Council when claiming its VAT would also be able to add further amount of income over expenditure of £524.69.

It was considered that the day had been an outstanding success. A number of photographs were taken to record the event which will be used in future publicity. Councillor Rimmer stated that in the views of Borough Councillors, who had attended the event, it was the best event in the Borough.

In view of the fact that the event was intended not to be a profit-making event it was suggested that income specifically from the stalls (£1322.20) should be ring fenced and set aside to contribute to a future project. It was agreed, subject to there being sufficient finances in the budget at the end of the year, to ring-fence the amount of income raised at the Jubilee Event via the stalls for a future Parish Council project.

Proposed: Councillor Hutchison: Seconded: Councillor Moore

**39/22 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:  
22/00971/FULL**

Ground floor extension, the raising the existing roof, and construction of two pitched roof rear dormers - The Gables, Clarence Road, Bowers Gifford, Basildon, Essex SS13 2JW

Councillors discussed the application and considered that, taking into account the existing extension which had been granted under Permitted Development previously, the new planning application with the additional extension would constitute overdevelopment of the site and would be in contravention of some of the conditions of Basildon's own saved policy BAS GB4 and therefore considered it should be refused.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
22/00954/LDCE**

To establish the lawfulness of the construction/occupation of a dwelling for more than 10 years - Dora Cottage, Cornwall Road, Bowers Gifford, Basildon, Essex SS13 2JZ

Councillors raised no objections to the above application.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
22/00852/FULL**

Front dormers as part of loft conversion - 104 Pound Lane Bowers Gifford Basildon Essex SS13 2HW

Councillors raised no objections to the above application.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
22/00919/FULL**

Two Storey rear extension, and outbuilding re-design – Grasmere, Elm Road, Bowers Gifford, Basildon, Essex SS13 2LY

Councillors having discussed the above application considered it should be refused on the grounds of (i) poor design (ii) overdevelopment of the site (iii) the proposed flat roof of the garage was out of character with the main building (iv) the extension would interfere with the openness of the green belt and (v) the application is contrary to National Planning Policy Framework (NPPF) regulations.

**40/22 Planning updates and comments:** To receive updates and comments on planning applications discussed at previous meetings.

**Planning application 22/00848/FULL, Mascot , Windsor Road, Essex SS13 2LH - Construction of 2no single-storey dwellings.**

Councillors having already submitted their comments to Planning Officers due to prescribed timescales for submitting comments concluded, by a majority decision, that the Planning Application should be refused on the following grounds: (i) At the current time, the application was inappropriate development in the green belt (ii) Substantial harm to the openness of the greenbelt would result if granted (iii) The very special circumstances raised were insufficient to cause departure from the National Planning Policy Framework (NPPF) (iv) There is no data covering ecological or biodiversity matters for the identification and/or for the protection of wild life e.g. Bats, Badgers etc or plants.

Councillor Rimmer informed that Borough Councillors had deferred their decision on the application for further clarification on a number of points.

**Planning Application 22/00395/PDPA: Charlot, Lower Avenue, Bowers Gifford SS13 2LZ** To establish the lawfulness of proposed 8m single storey rear extension following prior approval – Granted

**41/22 Refuse and Recycling Collections:** To update on the latest arrangements for refuse and recycling collections from 3<sup>rd</sup> October 2022

Councillor Foster updated on changes to the refuse and recycling collections which were due to commence on 3<sup>rd</sup> October 2022. Garden and food waste would now be collected separately from this date. Households will be provided with a 23-litre outdoor caddy for food waste and a 5-litre kitchen caddy for indoor use, together with 50 compostable kitchen caddy liners annually and food-waste will be collected weekly from the changeover date. Garden waste will be collected fortnightly via the current 240 litre green wheelie bins. If residents require a second green bin, they can purchase one via Basildon Council for £23.50. Residents who have a different coloured wheelie bins may find at peak times under the new arrangements will not be collected. Compostable sacks will also be available for green waste. The changes were required to meet new government legislation and to assist the Borough Council to provide an efficient and environmentally sound waste service. In addition, there are currently no facilities within the County that will take combined food and garden waste. Basildon Council want to reduce the number of black sacks used and intend to consult further with residents on this and other aspects of waste collection during the summer.

**42/22 CCTV Westlake Park:** To discuss updating the CCTV Operating system to digital.

The current CCTV apparatus in Westlake Park is manually operated and if any incidents are reported, the exact time and date needs to be provided. Recordings are continuous and when incidents occur and the exact time and date is not provided the process to search through the footage, due to the fact that this has to be conducted manually, is very time consuming. Break downs are similarly not easily detected as the equipment is not monitored on a daily basis. The Parish Clerk believes, if the system was digitalised, the process would be quicker, the system would be more efficient and faults rectified quicker. The Council was asked to consider upgrading the system to digital. This would incur an initial cost for the purchase of a 4G router £540 + VAT plus an installation fee (£35.00) and a monthly ongoing fee of £39.80 for an unlimited Sim Card equating to an additional charge of £474 per year.

Councillors considered the request and agreed to revisit for further discussion when the Parish Council Budget for 2023-24 was discussed in October/November.

**43/22 Public Forum :** Residents have the opportunity to raise questions of a general nature not discussed during the meeting. (The time allowed for this item is 15 minutes)

- A resident raised residents concerns about the uncut grass in the field on Jackman's Farm, adjacent to Kelly Road. The concerns were that with the weather currently so hot it would not take long for dry grass to be ignited by a

stray flame. She asked the Parish Council if it was aware of any reason the field not to be cut this year and the previous year either. The Parish Clerk advise she was not aware of the reason for this but would make enquiries on behalf of residents.

- The same resident asked if there was any information when the village Broadband would be upgraded. She advised that residents had noticed, as they were now working from home, that speeds were slower. It was explained the village already had faster broadband and it was suggested that any resident with a problem should initially check with their Broadband provider. Another issue was the fact that more people were working from home and demand might impact on speeds.
- A resident asked if the Parish Council was consulted on the additional caravans in Harrow Road. The Parish Council advised they had not been consulted but had previously raised the issue of the growing numbers of caravans in Harrow Road with Borough Council Enforcement Officers. The Parish Council were also trying to set up a meeting with Enforcement Officers to discuss these ongoing issues.
- A resident asked about the speeding in Pound Lane, and large lorries moving through the village with uncovered loads and even articulated lorries using Pound Lane. A resident also informed that his property shook as a result of larger lorries using Pound Lane. The Clerk advised she would contact Councillor Mackenzie and ask about the speed survey which he had requested.
- A resident asked if anything could be done about the paths in the village which were in a bad condition and in some places were also extremely dangerous to walk on. Councillor Rimmer said he understood the frustration and would speak with Essex County Councillor Mackenzie and find out if he was able to update on the situation.

**44/22 Date of Next meeting:** To confirm the date of the next Parish Council Meeting.

The next Parish Council meeting will take place on Wednesday 31<sup>st</sup> August 2022 at 7.30p.m in the Benbow Club , 77 Pound Lane , Bowers Gifford.

The Parish Clerk reminded attendee of the dates of forthcoming Parish Council meetings: 2021: 31<sup>st</sup> August: 28<sup>th</sup> September: 26<sup>th</sup> October: 30<sup>th</sup> November: 14<sup>th</sup> December: 2022: 25<sup>th</sup> January 2022: 22<sup>nd</sup> February: 29<sup>th</sup> March:

Signed: .....Councillor Bernard Foster, Chair

Date: 31<sup>st</sup> August 2022