



**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD REMOTELY
WEDNESDAY 28th OCTOBER 2020 AT 7.30 PM.**

PRESENT:

- Councillors:** B. Foster: D. Packer: C. Morris: C.Morgan: D. Martin:
R. Smille: T. Potter.
- Parish Council Clerk/RFO:** Mrs Christine Barlow
- Ward Councillors:** Councillor Craig Rimmer (Pitsea South East Ward)
- Public attendance:** 3 identified

57/20 APOLOGIES FOR ABSENCE:

58/20 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.

59/20 VIRTUAL PUBLIC FORUM: Residents can raise issues and ask questions of the Parish Council and the Parish Clerk to identify any questions which have been sent to her, by email, from the public. The time allowed for this item is a maximum of 15 minutes)

No questions were raised by members of the public who were present.

60/20 MINUTES OF PARISH COUNCIL MEETING: To approve the minutes of the meeting held on 30th September 2020

The minutes of the previous meeting were **AGREED** as an accurate record of the meeting with a show of hands and Councillor Bernard Foster, Chairman , signed to confirm. A copy of the “wet” signed document would be placed on file for future reference.

60/20 WARD/COUNTY COUNCILLOR UPDATE: Time is set aside for Borough/County Councillors to address the meeting.

Councillor Rimmer (Pitsea South-East Ward Councillor) advised that at a recent Basildon Council Planning Committee meeting one of the items on the agenda was the Incinerator Plan in Archers Field , off Courtauld Road. Following a discussion, a motion was put forward to postpone any decision until after the outcome of any

local government organisation took place. This motion was carried by the whole Committee but Councillor Rimmer tried to strengthen the argument by suggesting that the application should be sent to the Secretary of State for a decision which would be a quicker route considering there was also an Air Quality issue in the immediate area. This amendment would have been supported by the three local MPs but was rejected in preference to waiting for the decision on the proposed reorganisation of local government. Councillor Rimmer confirmed he would still pursue the matter to try and get a quicker resolution and considered that another waste facility was not needed in the Borough, a sentiment echoed by the Parish Councillors. Discussions were ongoing with the owners of the Bingo Hall regarding its future use and the Barge planning application had once again been refused.

61/20 PARISH CLERK'S REPORT: The Parish Clerk to report on matters and events since the previous meeting on.

The Parish Clerk advised that she had been in contact with Essex County Council regarding the potholes along the verge area in North Benfleet which had resulted in recent damage to car tyres and injury to cyclists and temporary repairs had been carried out to the larger potholes by ECC.

After nearly three years of the Parish Council requesting action to restrict damage to the verge caused by lorries and cars turning on the corner of the slip road leading to Ilfracombe Avenue Wooden bollards had been installed by Essex County Council.

Councillor Rimmer had informed the Parish Clerk that funding was available from Essex County Council for Pitsea and Vange and because of his promises to the residents of Ilfracombe Avenue and the Parish Council to help with the parking difficulties at school times the Parish Council could apply for some of this funding to provide some concrete planters to prevent cars from parking on the verge alongside the London Road near Ilfracombe Avenue and damaging the verge. In preparation for the meeting the Clerk advised she had obtained a quotation for four concrete planters at an estimated cost of £4000 and asked Parish Councillors if they would support the project. The Parish Council confirmed their **AGREEMENT** to request the funding with a show of hands. **Proposed:** Councillor Foster **Seconded:** Councillor Packer.

The Clerk confirmed that she had also made a successful application to the Essex Association of Local Councils for a grant of £4,160 to provide support for a part-time Handyman Service for one year. It had been suggested in the confirmation letter, received from the Grant Panel, that the Parish Council should increase its Precept amount to also support the costs of funding the service to enable continuance after the initial one-year period and this comment was noted. The Clerk suggested, in the current climate, the new scheme should start from April 2021 to make the necessary arrangement for employment. Parish Councillors **AGREED** to accept the grant and timescale with a show of hands

The Clerk had again contacted Essex County Council Bus Transport regarding replacing the damaged roof of the bus shelter on the corner of Canvey Road/Pound Lane and had been advised that the request was in hand but there had been issues with the contract and they would write soon with a date. Councillor Rimmer was

asked to interject if the date was not forthcoming and he confirmed he would make enquiries on behalf of the Parish Council if this was the case.

Parish-in-Bloom Event: The event had been cancelled due to the limited number of entries received but as all the entries were winners in their own right each was given a £25 Alton Garden voucher as a gesture of good will.

Essex Air Ambulance: The Parish Council had agreed not to send a donation to the Essex Air Ambulance in this instance.

62/20 FINANCE REPORT: The Responsible Finance Officer to report on the Parish Council's current financial position.

- (i) To provide Councillors with a detailed summary of spending since the last meeting on 30th September 2020

Councillors were updated on income and expenditure as detailed below:

	£
Balance of bank account 29 th September 2020	21,076.68
Balance of bank account 28 th October 2020	21,478.90
Expenditure:	7,972.88
Income: 2 nd 1/2 Year Precept (BBC)	8375.10
Expenditure Summary:	
(540) Zoom Virtual Meeting monthly payment	143.00
(545) Clerks Expenses (HP Toner Cartridges x 4) inc VAT	131.83
(546) Clerks Net Salary (Sept) including Office Use	754.65
(547) Clerks Tax July/Aug/Sept	303.40
(535) ICO (Information Commissioners Office Annual Subs.)	40.00
(544) Neil Homer – Consultancy Fee (NP) inc. VAT	6600.00
	7972.88

The Responsible Finance Officer advised that the Council budget was keeping pace with expenditure but raised concerns that by the end of the financial year finances would be significantly depleted without significant additional funding injection for the Neighbourhood Plan. The Clerk advised she had written to the Leader of Basildon Council, on three occasions, to request support from a grant Basildon Council received from central government for work preparing a Neighbourhood Development Order which the Parish Council were undertaking instead of the local authority and asked if this money could be set transferred to the the Parish Council as they were no undertaking the work as the Neighbourhood Development Order was key to their policies in the Neighbourhood Plan,

(ii) To receive a half-year account of Parish Council expenditure in preparation to consider setting the Parish Precept for 2021/2022 at the November Parish Council meeting: Parish Councillors were provided with a half year detailed account of income and expenditure to the 30th September 2020. The figures balanced with the current bank statements for the same period.

(iii) **To discuss the renewal of the Parish Council Insurance due on 5th November 2020:** The Parish Council's annual insurance was due on 5th November and the Responsible Finance Officer (RFO). The current premium had been in place under a three-year agreement. The current brokers, Came and Company, had provided an excellent service over the years but as the RFO was required to do in such circumstances the RFO was in the process of obtaining comparable quotations which would enable the RFO to compare if the insurance cover being provided was equitable to other providers and value for money. Councillors **AGREED** that, providing the cover met the Parish Councils needs, to remain with the existing company for a term of a fixed term of a three-year period.

63/20 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: 20/01288/FULL

Single Storey Extension to Annex - Buers Cottage, London Road, Bowers Gifford Basildon.

The application had been received too late to be included prior to the agenda being published but under the present circumstances it was felt important to discuss and minute the Parish Council decision. Having considered the application Councillors **AGREED** the application should be refused on the grounds of inappropriate development on greenbelt and on the grounds of agricultural ties.

64/20 PLANNING DECISIONS: Councillors to receive updates regarding Planning applications discussed at previous meetings and other relevant applications.

Appeal Notice for Land at Sadlers Park, London Road, Bowers Gifford, Essex, SS13 2HD for ALLEGED BREACH(ES): The owners of the aforesaid site had submitted an appeal against an Enforcement Notice served for: Failure to comply with conditions 1 and 2 of planning permission APP/V1505/C/02/1089677 which states respectively (condition 1) – 'Not more than four mobile homes and four touring caravans shall be stationed on the site at any one time' and (condition 2) - 'There shall be no more than three residential plots on the site and the eastern half of the site shall always be kept as grassland'

Councillors had not had time to consider the document and agreed to defer comment until the next meeting on 25th November 2020.

Planning Application 20/01132/OUT, Land North of Clifton Road, Bowers Gifford: Outline planning application for self-build residential development of up to 7 dwellings, with all matters reserved - Refused.

65/20 BOWERS GIFFORD AND NORTH BENFLEET NEIGHBOURHOOD PLAN: To update on the progress of the Neighbourhood Plan and to agree any changes to previous decisions made.

A Steering Group meeting had been held on 15th October and it recommended that instead of carrying out a Regulation 14 consultation under the current Covid – 19 climate it would be more prudent to hold a less formal consultation to obtain the


communities views on the proposals being put forward in the Neighbourhood Plan and to make any amendments, if required, before the Local Plan examination in 2021 or carrying out the Regulation 14 Consultation.

The recommendation, as required, was now being brought back to the Parish Council for approval. The suggested timescale would be for a three-week period from 12th November to 4th December and leaflets and publicity would be prepared and distributed to residents, although there was some flexibility in the dates proposed and would be subject to the availability of printing timescales and delivery timescales. It was also considered that a virtual meeting via Zoom would also be held during this period and a video/presentation prepared for the purpose. The Parish Council **AGREED** ,with a show of hands, to the recommendation.

The Parish Clerk thanked the members of the Steering Group, especially the resident group members, for their continued support, since its inception in 2018, during what was often a time of making some exceedingly difficult decisions.

66/20 DATE OF NEXT MEETING: To confirm the date of the next meeting.

The next Parish Council meeting was confirmed as Wednesday 25th November 2020 at 7.30 p.m. All future meetings would be held virtually until such time as government restrictions were amended.

Signed: Councillor Bernard Foster, Chair.

Dated: 25th November 2020