



**MINUTES OF BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD ON WEDNESDAY 28th FEBRUARY 2024.**

PRESENT:

Councillors: S. Pegg: (Chair) C. Morris: S. McCornack:

Ward Councillor/s: None

Parish Council Clerk/RFO: Mrs Christine Barlow

Public attendance: 15

123/23 APOLOGIES FOR ABSENCE:

Councillor Susan Moore: Councillor Sue Edmondson: Councillor Terrence Potter: Councillor Danny Lewis and Councillor Craig Rimmer (Pitsea South-East Ward) all of whom were unwell. Email apologies were also received from Essex County Councillor Aidan McGurran and Essex County Councillor/Pitsea South-East Ward Councillor Luke Mackenzie.

124/23 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.

With the agreement of Parish Councillors item 130/23 (v), for the benefit of the public present, was brought forward for discussion:

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 24/00020/OUT: Land East of Burnt Mills Burnt Mills, Road North Benfleet, Basildon, Essex.

Hybrid application seeking full planning permission for phased development of the site for 50,237sqm (GIA) floorspace for industrial (Use Class B2), storage or distribution (Use Class B8), research and development (Use Class E(g)(ii)), and/or industrial processes (Use Class E(g)(iii)) with ancillary offices; new link road between Courtauld Road and Pound Lane and associated junctions; site-wide infrastructure including earthworks, structural landscaping, drainage, diversion of existing watercourse, pumping station, electricity substation, and access; landscaping, parking, servicing, and other associated works; and outline planning permission, with all matters reserved except for access, for

demolition of existing buildings and structures, and phased development of site for up to 72,000 sqm (GIA) floorspace for industrial (Use Class B2), storage or distribution (Use Class B8), research and development (Use Class E(g)(ii)), and/or industrial processes (Use Class E(g)(iii)) with ancillary offices; supporting infrastructure including earthworks, drainage, landscaping, parking, servicing, and other associated works.

Councillor Pegg explained that the Parish Council had received notification of the above Planning Application, from Basildon Council, a few days prior and as a such had not had time to discuss the application as a group. It was further explained that the Parish Council is not the Planning Authority and that the Parish Council has the right to respond in the same way as residents have the same right. A map outlining the proposals for the site was shown to the meeting and key areas identified. It was explained that the area alongside the A127 was identified in the Local Plan as part of Basildon's Industrial corridor despite being Green Belt.

Residents were advised to get together and formulate a response, giving the reasons for their comments either for or against and forward these to Basildon Council. Councillor Pegg advised that the Parish Council would be happy to receive any responses and to meet with residents as a group if they wished but any meeting needed to be structured and supervised. In the meantime, the Parish Council would also be looking at their position regarding the planning application and formulating their own response.

Residents attending the meeting raised their initial concerns, which included:

- (i) The proposed development is on Green Belt and agricultural farmland and there were better places to develop such a facility.
- (ii) The height of some of the buildings
- (iii) The road network coming out onto Pound Lane and within the application and general road congestion in the area.
- (iv) Load restrictions on Burnt Mills Road and width and weight restriction on the bridge at the top of Pound Lane
- (v) The impact on residential properties in and around Burnt Mills Road.
- (vi) The timeframe for responding to the application was too short.

125/23 PUBLIC FORUM: Residents have the opportunity to raise questions of a general nature. (The time allowed for this item is 15 minutes)

Archers Field Energy Recovery Facility: A resident raised concerns regarding the lack of consultation in respect of a Planning Application for an Energy Recovery Facility in Archers Field. Councillor Morris advised he had attended the Planning meeting at Essex County Council, and all Basildon Councillors present spoke at the meeting and raised their objections to the Planning Application. Subsequently a vote was taken, by the Regulations and Development Committee, to defer any decision in order to reconsult with the public and obtain further information.

Rubbish & Recycling: A resident raised an enquiry on behalf of a resident. The resident had asked for an extra black bin due to because of special circumstances and had been refused. The Parish Council was asked if they

could contact this resident to discuss the issue raised . **Action:** The Clerk said would contact the resident to discuss.

Gifford House Care Home: A resident asked if the Planning Application in respect of an extension to Gifford House Care Home was granted. The Parish Council confirmed it had and the Chair advised that the Parish Council had not objected to the expansion, but had requested certain conditions to be imposed and these conditions had been included in the grant of the application.

Potholes: Several new potholes have appeared in Burnt Mills Road. It was suggested residents should report each pothole and their locations on the Essex County Council website.

126/23 MINUTES OF PARISH COUNCIL MEETING HELD ON 31ST JANUARY 2024: To approve the minutes of the previous meeting and Chair to sign.

The minutes of the previous meeting held on 31st January 2024 were approved as an accurate account of the meeting and signed to confirm by Councillor Pegg, Chair.

127/23 WARD/COUNTY COUNCILLOR UPDATE: Time is set aside for Borough/County Councillors to address the meeting.

No Ward Councillors were present.

128/23 PARISH CLERK'S REPORT: To update on business since the last meeting on 31st January 2024

Item 114/23: Investigations found there were no tyres at the location reported at the previous meeting. The Clerk advised she was arranging a virtual meeting with Basildon Councils Rubbish & Recycling Manager to raise issues of fly-tipping, litter, and the changes to rubbish collections in general.

Item 117/23: A quotation has been obtained to carry out some minor repairs to the play equipment in Westlake Park, which the Parish Council is responsible for.

Litter pick: On 19th February 2024 a litter pick had been carried out at the north end of Pound Lane. A total of six people, consisting of members of the Parish Council and residents had taken part. In the space of two hours, twenty-three sacks of rubbish had been collected. It is proposed to carry out further litter picks throughout the year and it was hoped more residents would become involved.

Flooding-Church Road: Flooding in Old Church Road has been reported to ECC Local Highways Officer. A response has yet to be received.

Street lighting in Pound Lane: Street lights not working at the top of Pound Lane and the Zebra crossing Beacon has been reported again on the ECC website. Information on the site identified that Essex County

Council Highways are aware of the fault.

Essex County Council Electoral Boundary changes: Proposed changes to Essex County Council Electoral ward boundaries were being proposed to incorporate Bowers Gifford with Wickford and renaming the Essex County Council electoral area - Wickford North East & Bowers Gifford. **Action:** The Parish Clerk will contact Essex County Council Democratic Services. The Parish Council is intending also to raise an objection with the Electoral Boundary Commission.

129/23 FINANCE REPORT: Responsible Finance Officer to provide a summary of the Parish Council's financial position and advise on other relevant financial matters.

(i) To provide a bank statement of income and expenditure since the last meeting on 31st January 2024:

Councillors were provided with a hard copy of the bank statement and the summary below for information.

	£
Balance at the Bank 31 st January 2024	26,972.02
Balance at the Bank 22 nd February 2024	18,538.82
Expenditure:	8,443.20
Income:	10.00
Expenditure:	
RCOH Limited consultant Fee – NDO Preparation	8,443.20
Income:	
Refund of overpayment on annual Microsoft 365	10.00

No questions on the information presented were raised and the summary report was accepted as presented.

(ii) To discuss and agree spending on repairs to play equipment in Westlake Park owned by the Parish Council.

As reported in the Clerks verbal report a quotation to carry out necessary repairs to play equipment in Westlake Park, which was the Parish Council's responsibility, had been obtained. The estimated cost for the repairs is in the region of £650 (excluding VAT). The Parish Clerk/RFO also informed that she has raised the subject of the water in the trampoline chamber and problem with tension wire on the new Zip Wire equipment with Basildon Council Officers. Parish Councillors were asked to approve the repairs to the play equipment and the quotation received, subject to any minor changes in cost.

Action: Councillors **APPROVED** the request.

130/23 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 - 24/00077/FULL:** The Old Workshop, Clarence Road, Bowers Gifford, Basildon, Essex SS13 2JW - Retrospective change of use of existing warehouse to a Restaurant.

The Parish Council raised no objections to the change of use to a Restaurant , subject to no further expansion of the site.

- (ii) **TOWN AND COUNTRY PLANNING ACT 1990 - APPEAL REF: APP/V1505/W/23/3333612** (APPLICATION NO: 23/00455/FULL) - Land West of Elizabeth Villa, Katherine Road, Bowers Gifford, Basildon – Construction of one detached chalet house with access from Katherine Road.

The Parish Council had nothing to add to their previous comments which had been sent to the Planning Inspectorate, along with the original decision of Basildon Council Planning Committee.

- (iii) **TOWN AND COUNTRY PLANNING ACT 1990 - APPEAL REF: APP/V1505/W/23/3328868** (APPLICATION NO: 23/00492/FUL) - Gladwinds, London Road, Bowers Gifford, Basildon - Retention of existing one-bedroom bungalow and outbuilding.

The Parish Council had nothing to add to their previous comments which had been sent to the Planning Inspectorate, along with the original decision of Basildon Council Planning Committee.

- (iv) **TOWN AND COUNTRY PLANNING ACT 1990- APPEAL REF: APP/V1505/W/23/3323463** (APPLICATION NO:22/00848/FULL): Mascot, Windsor Road, Bowers Gifford, Basildon, Essex SS13 2LH - Construction of 2no single-storey dwellings

The Parish Council had nothing to add to their previous comments which had been sent to the Planning Inspectorate, along with the original decision of Basildon Council Planning Committee.

With reference to the above Appeals Parish Councillors had been provided with a copy of each of the appeal notices and a copy of the previous comments sent to Basildon Council in each case at the time of the original decision as a reminder. No further comments had been added and Planning Inspectorate would take all previous comments into consideration when determining each Appeal.

- (v) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 24/00020/OUT:** Land East of Burnt Mills Burnt Mills, Road North Benfleet, Basildon, Essex

Hybrid application seeking full planning permission for phased development of the site for 50,237sqm (GIA) floorspace for industrial (Use

Class B2), storage or distribution (Use Class B8), research and development (Use Class E(g)(ii)), and/or industrial processes (Use Class E(g)(iii)) with ancillary offices; new link road between Courtauld Road and Pound Lane and associated junctions; site-wide infrastructure including earthworks, structural landscaping, drainage, diversion of existing watercourse, pumping station, electricity substation, and access; landscaping, parking, servicing, and other associated works; and outline planning permission, with all matters reserved except for access, for demolition of existing buildings and structures, and phased development of site for up to 72,000 sqm (GIA) floorspace for industrial (Use Class B2), storage or distribution (Use Class B8), research and development (Use Class E(g)(ii)), and/or industrial processes (Use Class E(g)(iii)) with ancillary offices; supporting infrastructure including earthworks, drainage, landscaping, parking, servicing, and other associated works.

The Parish Council confirmed their **AGREEMENT** to defer any comments and observations until all documentation regarding the Planning Application could be reviewed and discussed fully.

131/23 PLANNING UPDATES AND COMMENTS: To receive updates and comments on planning applications discussed at previous meetings.

Appeal Ref: APP/V1505/W/23/3328758 - Land East of Ilfracombe Avenue, Bowers Gifford SS13 2DT.

The appeal was made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant outline planning permission.

The application Ref 21/01477/OUT, dated 24 September 2021, was refused by notice dated 22 June 2023. The development proposed is Outline planning application for a new 70 bed care home, 42 assisted living units and 13 retirement bungalows/villas (all Use Class C2), together with vehicular access onto Ilfracombe Avenue, a new school parking area for parents and pupils of St. Margaret's C of E Primary School, new nature area, landscaping and communal facilities including a Day Care Centre and cinema room.

Response by the Planning Inspectorate: The appeal was upheld, subject to set conditions, and outline Planning permission granted (Decision date: 16.2.24)

Planning Application: 23/00212/FULL - Construction of a specialist extra care facility (use class c2) comprising 40 apartments, together with communal spaces, landscaping, and parking - Gifford House, London Road, Bowers Gifford, Basildon, Essex – Conditional planning permission granted (21.02.24)

132/23 POLICY AND PROCEDURES: To discuss and confirm any amendments or changes to the relevant Parish Council policies and procedures as listed below:

Councillors had been provided with a copy of the relevant policies and procedures prior to the meeting in order to review the wording of each

policy. Councillors were asked to confirm if any changes were required in line with current legislation. The following changes were proposed:

(i) **Standing Orders:** The Data Protection Act 1998 should be amended throughout the document to reference the fact the Act was updated in 2018. Wording throughout the Standing Orders should reflect gender neutrality to eliminate any singular gender reference. Subject to the above conditions the Standing Orders were **APPROVED** as a working document.

(ii) **Openness and Transparency Policy:** No changes were proposed to the document and the Policy was **APPROVED**, as presented, by all Councillors present.

133/23 NEIGHBOURHOOD DEVELOPMENT ORDER: To update on the Neighbourhood Development Order Regulation 21 consultation and inform of the next steps.

The Neighbourhood Development Order Regulation 21 Consultation commenced on 2nd January and was closed on 20th February 2024. The Parish Council had agreed to the request, from some statutory consultees, of an extension of one week and in the interests of fairness the consultation was also extended for all and the public informed of the change. Completed responses received totaled 59 and in addition responses were received from statutory consultees who had been invited to provide their comments as part of the legal requirement of the Regulation 21 Consultation. There had been overwhelming agreement by the comments received from residents that the NDO was the way forward to improve and benefit the plotlands and village as a whole. All comments will be collated and assessed, and further discussion will be held with the Parish Council consultants, Oneill Homer, Steering Group and where appropriate the various statutory consultees, before the Neighbourhood Development Order is progressed to the next stage and presented to the Planning Inspector.

134/23 DATE OF NEXT MEETING: To confirm the date of the next meeting as 27th March 2024 at 7.30 p.m. at The Benbow Club, 77 Pound Lane, Bowers Gifford.

The date of the next meeting was confirmed as above.

Signed Chair, Councillor Sheelagh Pegg

Date: 27th March 2024