

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 28th FEBRUARY 2018 AT 7.30 p.m.**

PRESENT:

Councillors: B. Foster: T.Potter: D.Martin:

Parish Council Clerk: Mrs Christine Barlow

Residents present: 9

140/17 APOLOGIES FOR ABSENCE: Councillor Robert Smillie and Councillor Sheelagh Pegg.

Councillor Bernard Foster (Vice-Chair) took over as Chair in the absence of Councillor Robert Smillie who was recovering from an operation.

141/17 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.

None were received.

142/17 PUBLIC FORUM: To enable residents to raise issues of general concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) It was commented that the streetlights in Pound Lane had been replaced with LED bulbs and that all were working except for one.

(ii) A resident asked if there had been any progress on changes to the post code address locations in North Benfleet which had been discussed with Royal Mail. Chris Barlow, Parish Clerk, said she was unable to provide any update at the present time however she would contact Royal Mail to see what progress had been made.

(iii) A resident raised concerns in relation to the speed of traffic in Pound Lane and considered it to be a danger for all users, he had himself narrowly missed being knocked down on the crossing and the zig-zag yellow lines on the approach to the zebra crossing needed to be repainted. In addition the lights on the crossing pole adjacent to No 74 were not working. The Parish Clerk said she would make a report regarding the faulty lights on the crossing pole and the faded lines on the Essex Highways website and asked the resident do the same. Councillor Foster stated that the Parish Council had tried to address the issue of speeding

traffic by setting up a Community Speed Watch Project but needed more volunteers before they could continue with the project.

- 143/17 MINUTES OF PARISH COUNCIL MEETING:** The Council to approve the accuracy of the minutes of the meeting held on 31st January 2017.

The minutes of the previous meeting on 31st January 2018 were confirmed as an accurate record of the meeting and Councillor Bernard Foster, Chair, signed the minutes to confirm this.

- 144/17 PARISH CLERK'S REPORT:** To briefly update on Parish Council business matters since the meeting on 31st January 2018.

(i) Westlake Park gates: Following a suggestion by a resident at a previous meeting the Parish Clerk had sent a second email to Basildon Borough Council on 22nd February 2018 asking for their comments in respect of locking Westlake Park gates overnight to deter anti-social behaviour but as yet had received no reply.

(ii) Old Church Road: No further details were available regarding commencement of barrier work at Old Church Road and the repair of the underpass but discussions undertaken between the Parish Clerk and Essex County Council had confirmed that the work was being scheduled and would be undertaken within existing budget and timescales. Basildon Council had confirmed that CCTV installation at Old Church Road was to be carried out as soon as possible.

(iii) CCTV: The Parish Clerk was meeting with the Elan Fire & Security Limited to discuss the final details in respect of the installation of CCTV cameras in Westlake Park on 8th March 2018

(iv) Facebook: The Parish Clerk had attended a Facebook training session on 6th February 2018 in relation to creating a Facebook page for the Parish Council in order to improve communications between the Parish Council and residents. It was felt that this would add another dimension to the existing communication channels currently in place i.e. the Parish Council noticeboards, website, Bowers Bugle newsletter and Twitter. The Parish Clerk asked for the agreement of the Parish Council to trial a Facebook page for a six month period from April 2018. The page would be used purely for information. Councillors present **AGREED** to the trial and to carryout a review after a six month period.

(v) Councillors Training: The Association of Basildon Local Councils was organising a Planning Training session on 22nd March 2018 for Parish/Town/Village Councillors in order to help Councillors understand how the planning process was used to decide Planning Applications in the district.

(vi) Parish Newsletter: The Parish newsletter (Edition 18 – The Bowers Bugle) had been printed and 70% delivered despite the snow. It was anticipated that the

remainder would be delivered as soon as the weather conditions improved. The Parish Clerk thanked all the volunteers who had helped her again in the delivery of the newsletter despite the really poor conditions.

145/17 FINANCE REPORT: To report on the Parish Council's current financial position and other applicable financial matters including.

(i) The Responsible Finance Officer presented Councillors with a Financial Report in respect of Income and Expenditure since the previous meeting on 31st January 2018.

	£
Balance as at 31 st January 2018	18,312.42
Balance as at 22 nd February 2018	11,626.88
Expenditure:	6,685.54
Income:	Nil
Expenditure:	
(387) Clerks Salary (January) inc. Subsistence	662.01
(390) HP Ink Toner Cartridges x 3	266.40
(389) HMRC Clerks Tax (Oct/Nov/Dec)	277.13
(391) EALC – Clerks Training	80.00
(393) RCOH Consultants–Neighbourhood Plan inc. VAT	5,400.00

RCOH Limited, the Parish Council Neighbourhood Plan consultants, had worked tirelessly to produce the Neighbourhood Pre-Submission and Draft Sustainability Appraisal documents in consultation with the Council and Steering Group to enable the Neighbourhood Plan Pre-Submission consultation to take place.

(ii) All Parish Councillors confirmed their **AGREEMENT** to increase the Annual Precept for 2018/2019 and in monetary terms this was an overall increase of 0.99 per annum based on a Band D property. Properties in a higher Band would pay slightly more and lower slightly less. Despite the small margin this constituted to a percentage increase of 5.43%. The increase was needed to cover increases which were anticipated to be incurred by the Parish Council in the next financial year and to protect the Parish Council if Basildon Council ceased to pass on to the Parish Council the Local Council Tax Support (LCTS) Grant. This was due to the fact that the Policy and Resources Committee were proposing to cease payment of the grant which would have given the Parish Council, although a slight reduction from 2017/2018, an additional funding of £955.18. The Secretary of State, Javid Salid, in a statement to all Councils had urge Councils to pay the grant in the spirit of the Localism Act 2012.

Summary: It was **AGREED** to increase the Precept, based on a Band D Property, by 0.99p which would give the Parish Council a total income for 2018/2019 of £15,172.23

146/17 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: 18/00132/FULL

Two storey rear extension – Charlot, Lower Avenue, Bowers Gifford, Basildon.

The Parish Council raised no objections to this application

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 18/00154/FULL

Two storey rear extension - 5 Bowers Court Drive Bowers Gifford Basildon SS13 2HH

Councillors considered that the proposed extension would overshadow neighbouring properties and the build did not meet the 45 degree Regulations. Councillors considered that Planning Officers should look at these matters before a decision was made regarding the application.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 18/00223/FULL

Proposed bungalow on the land rear of Cinders - Cinders, Windsor Road, Bowers Gifford, Basildon

Councillors raised no objections to this application.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 18/00089/FULL

Retention of 5 x 1 bedroom dwellings and 1 x 2 bedroom dwelling – Isadene, Lower Avenue, Bowers Gifford, Basildon

This retrospective Planning Application was considered to be inappropriate development within the current Green Belt and there were no special circumstances within Basildon's Saved Policies or the National Planning Policy Framework (NPPF) to grant this application.

**TOWN AND COUNTRY PLANNING ACT 1990 (as amended)
PRE-APPLICATION ADVICE REQUEST Application No: CC/BAS/05/18/PRE**

Proposal: Upgrade of the A127/A130 Fairglen Interchange including the creation of a new link road between the A130 and A127, improvements to non-motorised users crossing points, widening of slips/lanes and improvements to traffic signalling

Location: A127/A130 Fairglen Interchange (north of Benfleet and west of Rayleigh)

Councillors raised no comment or objections to the proposals.

147/17 NEIGHBOURHOOD PLAN: To update on the Neighbourhood Plan consultation and Plotland Owners survey.

The Parish Council had met with Basildon Council Officers on 5th February and discussed their proposals in the Neighbourhood Plan which proposed an alternative to Basildon Council's Local Plan. They had also discussed their proposals with Stephen Metcalfe, Basildon & Thurrock MP. The Neighbourhood Steering Group had also met with David Walsh, Chairman of Hovefields & Honiley Neighbourhood Forum to discuss their proposals and how they could dovetail into the Parish Council's Neighbourhood Plan. The six week Pre- Submission consultation had commenced and the first of four drop-in sessions on 24th February 2018 and in excess of 62 residents. The consultation would close at 5pm on 29th March. Leaflets informing residents had been delivered to all residents providing them with the Parish Council's vision for the village. The Plotlands Owners consultation had been very successful and a report had been prepared. Sixteen residents had confirmed that they would be prepared to be part of a group to discuss the future of the Plotlands as part of a Neighbourhood Development Order.

148/17 POLICY AND PROCEDURES: To update, ratify and amend (if required) the Parish Council procedures in respect of:

- (i) Risk Assessment (ii) Complaints procedures (iii) Standing Orders

The Parish Council had considered all the above procedures and **AGREED** that no amendments to the documentation were required.

149/17 MEETINGS ATTENDED BY COUNCILLORS: To briefly update on meetings attended by Parish Councillors in the previous month.

Council Foster and the Parish Clerk had attended Basildon Council Liaison Meeting on 1st February and matters including the Local Plan, measures in regard to fly-tipping and illegal encampments.

Parish Councillors had also met with Basildon Council Officers in order for both parties to update on their respective Plans.

150/17 DATE OF NEXT PARISH COUNCIL MEETINGS: To confirm the date of the next meeting.

The date of the next meeting was confirmed as 28th March 2018 at the Benbow Club, 77 Pound Lane, Bowers Gifford commencing at 7.30 p.m.