

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET  
INFORMAL MEETING WITH THE PARISH COUNCIL  
HELD AT THE BENBOW CLUB BOWERS GIFFORD  
ON WEDNESDAY 31<sup>st</sup> OCTOBER 2018 AT 7.30 p.m.**

**PRESENT:**

**Councillors:** R. Smillie: T.Potter: D.Martin: Sheelagh Pegg:

**Ward Councillor:** Cllr. Craig Rimmer, Pitsea South East, Ward Councillor

**Parish Council Clerk:** Mrs Christine Barlow

**Members of the Public:** 11

**51/18 APOLOGIES FOR ABSENCE:**

All Parish Councillors were in attendance. Apologies had been received from Essex County Councillors Patricia Reid and Stephen Hillier.

**52/18 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.

Councillor David Martin disclosed a personal interest in Planning Application 18/01095/FULL: 10 Alpha Close, Bowers Gifford, Basildon SS13 2HZ

**53/18 CO-OPTION:** To agree the co-option of a new Councillor.

Mr Bernard Foster, who had previously stepped down from the Parish Council at the May elections, had now reviewed this decision and completed a co-option form to re-join the Parish Council. Councillors were very pleased that Mr Foster had changed his mind and once again had applied to become a Parish Councillor; they confirmed their **AGREEMENT** to co-opt.

**Proposed:** Councillor Terry Potter: **Seconded:** Councillor David Martin

Councillor Foster was welcomed back to the Parish Council once again, after his short absence and signed the Declaration of Acceptance to the post.

**54/18 PUBLIC FORUM:**

Residents have the opportunity to raise issues and ask questions of the Parish Council (The time allowed for this item is a maximum of 25 minutes)

Councillor Smillie asked those present to raise any issues of concern. Once again the pothole at the junction of Kelly Road /Pound Lane was raised. Councillor Rimmer, advised on the matter of potholes and informed that, in discussion with Councillor Stephen Hillier, Essex County Councillor for Pitsea, had confirmed that if twenty (20) of the worst potholes could be identified

repairs would be carried out. Councillor Rimmer asked the Parish Council to compile a list and forward to him. He also informed that the government had provided £420M to Essex County Council to repair potholes across the County.

Some potholes for the list were identified as: Kelly Road/Pound Lane: Clarendon Road/Pound Lane: Osborne Road/Pound Lane: Burnt Mills Road/ junction of Pound Lane: Canvey Road/Pound Lane: Page Road / Pound Lane. Councillors and those residents present were asked to provide information on others to the Parish Clerk.

The condition of pavements in Kelly Road and Pound Lane were also discussed and Councillor Rimmer advised he would also raise this issue with Councillor Hillier.

A resident raised the problem of overhanging trees along the London Road towards Pitsea which were over hanging the footpath obscuring the sightline from the Bus Stop adjacent to Ilfracombe Avenue and also the encroachment of vegetation onto the footpath along London Road to the School. Councillor Rimmer stated that the Basildon Pride Team might be able to address this problem and he would raise resident's concerns..

The lighting column and lamp on the Belisher Beacon at the zebra crossing in Pound Lane had still not been repaired despite lodging three reports on the Essex County Council website. The light pole and lamp not working posed safety issues for both pedestrians and drivers. Councillor Rimmer stated Essex County Council and Basildon Borough were working on a project which would devolve small works to Basildon Council, who would then manage these budgets on behalf of Essex County Council and this repair might be classed as a repair under this budget.

The Parish Clerk asked Councillor Rimmer if he could assist in procuring signage in Pound Lane pointing to the entrance of Westlake Park, as despite the amount of improvements made to the Park and activities held in the Park by the Parish Council many residents still asked where the location of the Park was.

Councillor Rimmer had noted the comments and the Parish Clerk to confirm she would update him on the points raised by email.

A resident raised the issue of speeding through Pound Lane and asked what had happened to the Community Speed Watch project. Councillor Potter advised despite that despite initial interest when the project was due to commence there were insufficient volunteers to run the project.

**55/18 MINUTES OF PARISH COUNCIL MEETING HELD ON 25<sup>th</sup> JULY 2018:** To approve the minutes of the meetings held on 25<sup>th</sup> July 2018 and 26<sup>th</sup> September 2018

The minutes of the meeting held on 25<sup>th</sup> July 2018 were accepted as an

accurate record of the meeting and the recorded notes of the meeting held on 26<sup>th</sup> September, which was inquorate, were also agreed as an accurate account of the meeting by all present at the respective meetings and each document was signed by Councillor Robert Smillie, Chair.

**56/18 SADLERS FARM ROADWORKS:** Balfour Beatty to give an update on the progress of reinstatement works at Sadlers Farm and A130 dual carriageway.

A representative of Balfour Beatty had advised earlier in the day that they were unable to attend due to an emergency at home. The Parish Clerk was asked to write to Lloyd Holliday, Balfour Beatty Project Lead, and ask for an update regarding ongoing works to Sadlers Farm and future road closures. The Parish Clerk was however informed by Mr Holliday that at Easter, for two weeks, the B4164 would be closed from Pound Lane to the Sadlers Farm roundabout for major works under the bridge. Access will be for residents living on London Road and Allotment Users only.

**57/18 PARISH CLERK'S REPORT:** The Parish Clerk to report on matters and events since the last meeting.

The Parish Clerk advised on the following matters:

(i) **CCTV:** The CCTV was now up and running in Westlake Park. There were four cameras in total which covered most of the park area. Still waiting for payment of funding from the Essex County Council. As a result of the cameras being installed audio equipment in the Sound Bench would now be replaced and the bench given a coat of varnish in the Spring. The small tree that had been planted in the summer of 2017 had died due to the unusually hot summer weather but a replacement had been secured from Basildon Heritage Trust as part of the Woodland Trust Project.

(ii) **POLICING:** The Parish Clerk informed the Council regarding policing statistics received as part of reports received via Neighbourhood Watch over the previous month: (i) Items removed from a property in Church Road during a burglary. (ii) Damage caused to farm buildings in Homestead Road and tiles removed from the roof on 22<sup>nd</sup> October 2018. (iii) The front vehicle registration plate had been removed from a Ford Feista (iv) Vandals had broken a car windscreen in Pound Lane (v) Vandals had broken the passenger side window of a vehicle in Pound Lane.

(iii) **BLOCKED FOOTPATH 143:** Essex County Council Public Right Of Way Officer was investigating the previously reported blocked footpath (PF 143) in the Plotlands and legal action was being considered to force the obstruction to be removed.

The Parish Clerk confirmed that a great deal of additional hours had been undertaken since the previous meeting in September in connection with the Basildon Local Plan and Bowers Gifford & North Benfleet Neighbourhood Plan.

**58/18 FINANCE REPORT:** The Responsible Finance Officer to report on the Parish Council's current financial position.

(i) To provide Councillors with detailed summary of spending since the previous meeting on 26<sup>th</sup> September 2018

A statement of account was provided to Councillors as detailed below:

	£
Balance at bank as at 21 <sup>st</sup> September 2018	4,069.42
Balance at bank as at 31 <sup>st</sup> October 2018	14,946.13
<b>Income:</b>	17,464.42
<b>Expenditure:</b>	6,587.71
<b>Breakdown:</b>	
<b>Expenditure</b>	
(425) RCCE Affiliation	72.60
(430) PKF Little John External Audit	360.00
(431) Clerks Salary Sept (Inc. Office Use & Tel/BB)	677.37
(432) HMRC Clerks Tax (J/A/S) & Emprs NI	270.58
(433) Ink Toner & Stationary	166.16
(434) RCOH Consultant NP	4,824.00
(435) Signs Express (PIP)	108.00
(436) PDF Printing Leaflets /Flyers PIP	<u>109.00</u>
	6,587.71
<b>Income:</b>	
Picnic-in-Park Float Refund	350.00
2 <sup>nd</sup> Half year Precept BBC	7,553.55
HMRC VAT Refund 2017/2018	3,185.87
Payment from St Modwen	<u>6,375.00</u>
	17,464.42

The agreed payment to cover the cost of consultancy fees in respect of work undertaken by the Parish Council's consultant in connection with preparing and evidencing the Neighbourhood Plan still had to be received from Orbit Homes, a developer interested in building on Hall Farm. A payment of £6,375.00 under a separate agreement had already been received from St Modwen, a developer, interested in building on land at Bradfield's Farm. Councillors asked the Parish Clerk to write to St. Modwen thanking them for their support. Funding for CCTV cameras installed in Westlake Park still had not been received from Essex County Council's Community Initiative Fund.

The Parish Council's Insurance, which was on a fixed three year deal until 2020 was £684.39 and was due for renewal on 4<sup>th</sup> November 2018. The

insurance covered Public Liability, Fidelity Guarantee Insurance, equipment and cash cover, Employee and Employer Liability.

As previously reported a temporary repair had been made to the Net Swing in the junior play area in Westlake Park as a result of vandalism and enquires were being undertaken to see if any claim could be made under the insurance and if a claim would impact on future premiums as this was the second incident of damage in 24 months. Councillor Rimmer advised there may be some funding via Basildon Council's Leisure, Culture and Environment Committee. The Parish Clerk was asked to furnish Councillor Rimmer when enquires with Came & Company had been completed and details of costs known.

(ii) To receive a half-year account of Parish Council expenditure in preparation for discussions regarding setting the Parish Precept amount for 2019/2020

Chris Barlow, Responsible Finance Officer, provided a half year summary of account showing income and expenditure to Councillors for information and further discussion regarding the setting of the Precept amount. Income to the date of the meeting was £35,678.05 and expenditure £22,332.75.

(iii) To discuss adding an additional signatory to the Parish Council Bank account.

Councillor Foster had previously been a Bank Account signatory and it was **AGREED** by all present to add him as the third signatory again alongside Councillor Terrence Potter and Councillor Sheelagh Pegg.

**59/17 PLANNING:** Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

Councillor David Martin took no part in discussions concerning planning applications have previously declared an interest.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 18/01368/FULL**

Conversion of bungalow to chalet incorporating a raised roof and front and rear dormers - 87 Pound Lane, Bowers Gifford, Basildon, Essex SS13 2HJ

Councillors raised no objections to the planning application

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 18/01392/FULL**

Demolition of existing buildings and kennel structures and replace with new reception building, dog grooming/storage building and kennels - Novem Kennels, Southend Arterial Road, North Benfleet, Essex SS12 9JQ

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
18/01095/FULL**

Front brick piers/wall enclosure with railings above (overall height 1.2 metres) incorporating an electric rolling gate for vehicle access and a gate for pedestrian entry - 10 Alpha Close, Bowers Gifford, Basildon, Essex SS13 2HZ

The planning application was a revision of a previous application that had been refused. The application was discussed and although not all Councillors were accepting of the proposals a vote was taken with three in favour and one against. Therefore the motion was carried to confirm their acceptance of the application.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
18/01315/FULL**

Proposed 2 bedroom detached dwelling house (renewal of planning permission 15/01414/FULL) - Land Adjoining 249 Pound Lane, Bowers Gifford, Basildon, Essex SS13 2LB

The application was a resubmission of a lapsed application. The Parish Council discussed the application and raised objections on the following grounds:

- (i) The property was within the Green Belt and within the Plotlands area.
- (ii) The proposals do not comply with BAS15 and saved neighbourhood policies.
- (iii) The proposals were over development of the site in as much it was considered the property to be too large for the intended development area.
- (iv) Consideration had not been given to safety issues regarding access on a corner with limited space for turning and in close proximity to a ditch.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
18/01353/OUT**

Demolition of existing dwelling and redevelopment of site to create 6 no x 3 bed houses with associated parking - 4 Wellington Cottages, Burnt Mills Road, North Benfleet, Basildon, Essex SS12 9JY

The Parish Council having discuss the planning application objected on the following grounds:

- (i) The development was within the Green Belt and as such does not comply with Basildon Council's own Green Belt Policy at this time.(i.e. GB 1-6) and there are no special circumstances to grant the application.
- (ii)The planning application was within the Bowers Gifford & North Benfleet Neighbourhood Development Area and the Parish Council would request that permission is not granted so that applications of this nature can be assessed against an overall Neighbourhood Plan strategy.

The Parish Council's comments would be sent to Basildon Council Planning Officers for consideration.

**60/18 PLANNING DECISIONS:** To receive updates regarding Planning Applications discussed at previous meetings.

(i) **Appeal:** Notification had been received by the Parish Council regarding an appeal to the Planning Inspectorate by the owners of 218 Pound against a decision by Basildon Council to refuse permission for a planning application at the aforesaid property. The decision to refuse was on the grounds of inappropriate development in the Green Belt and no special circumstances to justify departure from this planning policy.

(ii) **Application Ref: 17/00873/FULL Claremont, Burnt Mills Road, North Benfleet, Basildon, Essex, SS12 9JX:** Approval of details reserved by conditions 3 (details of the colour and types of materials to be used on the roof(s) and external walls of the proposed dwelling), 6 (Details of the materials to be used in the finish and construction of the parking spaces, driveway and other hard surfaced areas), 9 (landscaping) and 10 (unloading of materials) of consent - Granted

(iii) **Planning Application 18/01241/PIP:** Beony, Osborne Road, Bowers Gifford, Basildon, Essex, SS13 2LG: Application for Permission in Principle: Two 3/4 bedroom detached bungalows-Refused

(iv) **Planning Application Ref. No: 18/01240/PIP:** Land West Of Windsor Lodge, Windsor Road, Bowers Gifford, Basildon, Essex - Refused

**61/18 BOWERS GIFFORD AND NORTH BENFLEET NEIGHBOURHOOD PLAN:** To update on the progress of the Neighbourhood Plan and the decisions by Basildon Borough Council in regard to the Local Plan.

Councillor Pegg advised that at Basildon's Full Council Meeting on 18<sup>th</sup> October the Revised Publication Local Plan had been agreed and the Borough Council would now consult on its content from 1<sup>st</sup> November – 17<sup>th</sup> December 2018. Within the documentation the Parish Council had been given the opportunity to allocate land for 1,350 dwellings within the Parish. There was no question that the Parish would be exempt from development. The Borough Council had included a caveat within this agreement that if the Parish Council were unable to meet the building target set BBC would reverse the decision and it would be Basildon Council who would allocate the land and where homes would be built. The Parish Council and BGNB Steering Group had been working hard over the past 18 months to secure the best possible solution through a Neighbourhood Development Plan. The Parish Council will now start work on a new Neighbourhood Plan based on the allocation of allocation of land to build 1,350 homes. Residents needed to complete Basildon Council's Local Plan (Regulation 19) either by completing a hard copy of the report and

returning it to Basildon Council before the deadline or completing the report on-line giving their views on (i) The legality and (ii) The soundness of the documentation being presented in the Local Plan. These were the only two challenges which could be made. All comments in relation to Basildon's Publication Local Plan would then be sent to the Planning Inspectorate early in 2019.

**62/18 COMMUNITY EVENT 2019:** To discuss and confirm the date of the 2019 Parish Council Community Event and the budget for the event.

Councillors discussed holding an event and the type of event in 2019. Due to the fact that, volunteer assistance on the day was limited, it was agreed to continue with the theme of Picnic-in-the-Park as this seemed to be enjoyed by all. However, it was decided to increase the number of stalls and attractions, provided this did not impact on the help needed to cover the activity. The date was also discussed at length but it was decided to keep to a late Summer date and this date was confirmed as 1<sup>st</sup> September 2019.

Proposed: Councillor Smillie Seconded: Councillor Pegg

**63/18 MEETINGS ATTENDED BY COUNCILLORS:** To receive information of interest regarding meetings attended by Councillors during the month.

(i) Councillor Pegg advised she had attended the Association of Local Councils meeting during the month and found the meeting very informative. Members were able to share information and discuss how issues of a general nature could be resolved.

(ii) Councillor Pegg had attended the Bus Transport Meeting. Essex County Council were looking to review services and subsidies in April 2019 and to cut services which were non-profitable. Basically, if the services were not used these areas would lose their bus service. Councillor Pegg championed for keeping our service as it is. However, despite Essex County council stating that serves were there to support the community our bus service does not support the timetable for children coming out of school at 3.30 p.m. because of the problems incurred with behaviour. The next service is at 5.30 p.m. and she will continue to raise the matter, on behalf of the Parish Council, and pressure ECC to reinstate the earlier service.

**64/18 DATE OF NEXT MEETING:** To confirm the date of the next meeting as 28<sup>th</sup> November 2018

The date of the next meeting was confirmed as Wednesday 28<sup>th</sup> November at 7.30 p.m. at the Benbow Club, 77 Pound Lane, Bowers Gifford, Essex.



TO BE APPROVED