

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 31st AUGUST 2016 AT 7.30 p.m.**

PRESENT:

Councillors: B. Foster: S.Pegg: T. Potter

Parish Council Clerk: Mrs Christine Barlow

Residents present: 26

42/16 Apologies for absence notified: Councillor Robert Smillie (Holiday) and Councillor Nigel Tyler (unwell) Councillor Bernard Foster took the Chair.

43/16 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.

Councillor Shelagh Pegg regarding item **51/16/1: 16/01096/COND**

44/16 Minutes of Parish Council meeting held on Wednesday 27th July 2016: Council to approve the accuracy and content of the minutes of the previous meeting and the Chair to sign.

The minutes of the previous meeting were accepted as a true and accurate record of the meeting and duly signed as correct by Councillor B. Foster, Chair.

45/16 Superfast Broadband Presentation: To receive information from the Superfast Broadband team regarding upgrading Broadband connections within the Parish.

A presentation was given from Lucy Dickenson, Superfast Essex, regarding the upgrading of Broadband connections for the Parish (Attached) and questions were taken, by Lucy, from those present.

The general consensus of those present was that the coverage of broadband was not uniform across the entire Parish and in some cases nearly non-existent It was confirmed that in some cases this was due to cost if the numbers of properties collectively were few the cost was high to connect and if there were larger numbers the cost was low.

Councillors ask for more statistics in relation to these numbers could be provided. Lucy agreed to include these figures in the presentation document.

Residents also felt that Open Reach was not fit for purpose as a supplier.

Lucy confirmed that the website for Superfast Essex was: www.superfastessex.org and the Parish Clerk stated she would include the

presentation and the website link on the Parish Council's website.

Lucy asked if the Parish would like to nominate a Broadband Champion to speak on behalf of the Parish. The Clerk stated she had already asked for more information regarding this topic.

46/16 Public Forum: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) A resident raised the issue of foliage, down the hill near the mini - roundabout in the London Road, overgrowing the footpath. The Parish Clerk was asked to contact Basildon Council to ascertain who the responsible party for cutting back the undergrowth was.

(ii) A resident asked if any action could be taken regarding cars parking on the pavement and obscuring the site line of oncoming traffic in Pound Lane near to Grange Road. The Parish Clerk was asked to contact South Essex Parking Partnership and report back with any information regarding what action could be taken to improve safety and deal with any obstruction.

(iii) Fly-tipping had been reported around the Parish was again and residents raised their concerns regarding the escalation of this type of anti-social behaviour. Councillors suggested that residents needed to keep reporting acts of fly-tipping and advised that the Parish Council was continuing to pursue, at length, the installation of bollards in Old Church Road and the underpass with Essex County Council. The cost to install had been agreed with Essex County Council Local Highways Panel but the existing Traffic Regulation Order had to be amended before this could happen. It was suggested that cameras could be installed but Councillor Foster advised the meeting that notices had to be displayed and this often proved counterproductive.

47/16 Parish in Bloom: A presentation by Ms Maureen Larkin, Lady Deputy Lieutenant of Essex, to the winners of the Parish-in-Bloom completion.

Ms Maureen Larkin, Lady Deputy Lieutenant of Essex, presented the prize winners with their Certificates. Each entry into the event also received packs of complimentary winter bulbs.

Best Front Garden:

Gold: Karen Watts , Highlands Road : Silver: Nicola Launder, Highlands Road

Best Back Garden

Gold: Karen Watts, Highlands Road: Joint Silver: Sheelagh Pegg, Elm Road: and Christine Thompson, Elm Road

Best Hanging Basket/Container:

Gold: Karen Watts, Highlands Road: Joint Silver : Geoff Conner, Pound Lane: and Sheelagh Pegg, Elm Road : Bronze: Pauline Meekings, Highlands Road

The Chair thanked all the entrants for their participation into the event. Ms Larkin was presented with a bouquet of thanks.

48/16 Risk Assessment Policy: To review and agree changes to the Parish Council's Risk Assessment Policy.

The Parish Council had reviewed the changes to the Risk Assessment as presented and agreed to the changes made to the previous document which was reviewed in October 2014

Proposed: Councillor Foster Seconded: Councillor Potter.

49/16 Parish Clerk's Report: The Parish Clerk to report and update on Parish Council business since the last meeting.

The following matters had been reported during the month:

- **Essex County Council: (i)** Trip hazard outside 108 Pound Lane and the condition of the path. (ii) The condition of verges around Exchange House. (iii) the broken bollard at the Chicane Pound reported.
- **Basildon Borough Council:** Fly- tipping in Church Road and Old Church Road reported to Basildon Borough Council Street Scene.
- **Overgrown hedge- Little Chalvedon Hall Farm:** Whirlledge and Nott, agents acting on behalf of Meridian Strategic Land, contacted regarding the overgrown vegetation around Little Chalvedon Hall Farm and work to be undertaken.
- **CILCA Course:** The Clerk had undertaken a two day Course to enable her to study and obtain the Clerks CILCA (Certified in Local Council Administration) Accreditation
- **Bugle Newsletter:** Articles being collected for publication of autumn newsletter and draft being prepared as soon as possible.

Related Correspondence:

- **EALC AGM:** The Essex Association of Local Council's AGM – Thursday 22nd September 2016
- **Fun Walk:** John Baron Fun Walk Presentation 30th September – Representatives from the Council needed to attend to collect the Parish Council's bonus cheque.
- **RCCE:** Information received regarding Membership of Rural Community Council of Essex (RCCE). The Clerk suggested the Parish Council join as this would help with information gathering for the Neighbourhood Plan.
- **Pitsea Tip:** Notification from Essex County Council regarding changes to operations at Pitsea Tip in regard to recycling for commercial and domestic waste.

50/16 Finance Report: To report on the Council's current financial position and other applicable financial matters.

The Parish Clerk presented a statement of account for the period 1st April 2016 to 31st August 2016 showing movements in the cash book and payments and receipts in the Bank Ledger. (Attached Appendix B)

A summary of the bank balance and expenditure was also reported for the previous month.

	£
Balance at bank 22 nd July 2016	9,537.23
Balance at bank 22 nd August 2016	<u>8,194.78</u>
	1,342.45
<u>Payments</u>	
Clerks Salary (July 2016)	632.46
Laser Jet Cartridges Set of 3 colours	213.84
Good Councillor Guide – Handbook 2 x £3.00 each	6.00
Clerks CILCA Intensive Course	330.00
Stationary 50% of Cost – Paul Claydon Local Council Admin	31.75
Tower Mint Commemorative Coins – Picnic-in-the Park	<u>128.40</u>
	1,342.45

All was found to be in order regarding the report as presented.

50/16 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: 16/01110/FULL

Single storey side extension - 1 Bowers Park Cottages, London Road, Pitsea, Essex

Councillors commented that although the extension seemed oversized for the property they considered that there would be no visual impact on the surrounding area and raised no objections to the planning application as presented. All were in **AGREEMENT**

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 16/00918/FULL

Retention of extensions and alterations to convert the single dwelling into two independent residential dwellings - Bonville Farm House, Southend Arterial Road, North Benfleet Essex

Councillors considered that the application was identical to the previous application (15/01197/FULL) which had been refused and that there were no special circumstances which changed their opinion of the decision to refuse in respect of the current application. It was felt the application failed on several of the policies in the Basildon Local Plan, including Green Belt Policy as set out in the National Planning Policy Framework and if granted the application would also have an impact on the visual amenity of the area. All Councillors were in **AGREEMENT**.

51/16/1 Planning decisions and comments: To receive updates and comments on planning applications received by Basildon Borough Council Planning Department and any decisions on matters regarding applications discussed at previous meetings.

(i) **Application No: 16/00193/FULL:** The owners of 142 Pound Lane had lodged an appeal against the decision by Basildon Council to refuse their planning application and the decision by Basildon Council was then overturned and the application was granted.

(ii) **Application No:16/00736/OUT :** Winifred Windsor Road – Refused

(iii) **Application No:16/00775/FULL:** Colardo, Burnt Mills Road - Granted

(iv) **Application No:16/00810/FULL:** Sunnyside Lower Avenue – Refused

(v) **Application No:16/00868/VAR :** St Margaret's School – Granted

16/01032/COND: Discharge of conditions 3 (details of the colour and types of materials to be used on the roofs and external walls of the proposed dwelling and garage), 7 (tree protection and landscaping), 8 (drainage and finish of the driveway and other non-adopted hard surfaces), 10 (screen walls and fences) of consent ref: 13/00607/FULL - The Cedars, Elm Road, Bowers Gifford, Basildon Essex SS13 2LY - Pending

In regard to 16/01032/COND Councillors felt that more information was needed before they could make comment on the application.

52/16 Community Speed Watch: To discuss and agree supporting the setting up of a Community Speed Watch Initiative within the Parish in liaison with Essex Police.

Councillor Potter advised that he was intending to set up a Community Speed Watch project. Keith Smith, SPO Community Speed Watch Co-Ordinator, had been contacted by the Parish Clerk and advised that as soon as volunteers had been identified training could be arranged.

Councillors **AGREED** to move forward on the project and an article would be placed in the Parish Council newsletter asking for volunteers to take part in the training and the proposals.

Proposed: Councillor Potter Seconded: Councillor Pegg.

53/16 Flooding: Councillor Sheelagh Pegg to update on a meeting with Anglian Water regarding flooding issues in the plotland areas and other areas in the Parish.

Councillor Pegg advised she had contacted Anglia Water , who were the responsible body for foul water, and that she and the Parish Clerk had met with their representatives and discussed the issues regarding the causes of flooding in the plotland and surrounding areas. They had both found the meeting very informative having discussed what steps could be taken to reduce the problems being faced by residents. Anglia Water had advised that the responsibility lay primarily with Essex County Council and Riparian owners to clear out the ditches but confirmed they were willing to broker a meeting with Essex County Council to discuss the way forward if it could be arranged.

The Parish Clerk had since sent an email to Essex County Council but, as of the date of the meeting, a reply had not been received.

- 54/16 Task and Finish Group:** To discuss and agree the timescales for setting up a Task and Finish Group in regarding to progressing the strategic and policy requirements for the implementation of a Neighbourhood Plan.

Now that Basildon Council had agreed to designate the Parish as a Neighbourhood Area, it was the intention of the Parish Council to set up a Task and Finish group to move forward on the Neighbourhood Plan. Residents would be consulted on “ the doorstep “ to obtain their views on the Parish Council’s vision which had been compiled using the information collected during the drop-in sessions and at Parish Council meetings.

The Parish newsletter would be used to inform residents of the Parish Council’s intentions and to ask for volunteers to help with the process.

- 55/16 Community Initiative Funding:** To discuss and agree obtaining funding for Parish Projects via Essex County Council’s Community Initiative Fund.

This item was deferred to the next meeting.

- 56/16 Southend Airport Expansion:** To receive Councillor views and comments on Southend Airport’s Airspace Change Proposal (ACP) process as a result of their consultation in May 2016 in regard to changes to departure routes.

Councillor Potter explained that Southend Airport had made changes to flight paths departures and approaches as a result of the consultation in May 2016 which now went directly over Bowers Gifford. At the time the Parish Council had forwarded their comments as part of the consultation regarding the Aviation Authority’s plans. It was hoped that as planes are replace the noise from the engines will become quieter. Safety and Security were at the top of the list of concerns and 70% of the plans come via London and Heathrow. There was also a concern that EasyJet, the main budget airline at Southend Airport, would expand flights and use smaller planes to get round any red tape which would escalate the frequency of flights.

The Parish Council **AGREED** to continue to monitor the situation.

- 57/16 Parking at the Rose Villa Doctors Surgery:** To discuss issues brought to the attention of the Parish Council in relation to parking at Rose Villa Doctors Surgery, Rectory Road, Pitsea.

Councillor Foster advised regarding the situation of parking at Rose Villa, Doctors Surgery, Rectory Road and their inability to get a commitment regarding the use of ten parking spaces in the adjacent car park currently leased to the Range. Several residents from the Parish were registered at the surgery. The surgery was in the process of expanding but this may not possible if they are unable to secure long stay parking for staff.

Councillors suggested that the Parish Council could support mediation if set up

and the Clerk was asked to send a letter to the surgery to this effect.

- 58/16 Changes to locality addresses:** To update on the progress of discussions with Basildon Borough Council and the Post Office in respect of changes to some of the Parish's Locality Addresses.

The Parish Clerk advised that the process to amend the location addresses in some parts of the Parish was progressing slowly. Basildon Council had been advised of the incorrectly stated addresses and most of these had now been correct. The next step was to discuss the changes with Basildon Chamber of Commerce and then with the Post Office.

- 59/16 Meetings attended by Councillors:** To update on meetings attended by Councillors since the last meeting.

The only meeting attended by Councillors during the month was discussed previously in Item 53/16

- 60/16 Date of next meeting** - To confirm the date of the next Parish Council meeting.

The next meeting would be held on 28th September at 7.30 p.m. at the Benbow Club, Pound Lane.