



**MINUTES OF BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 31<sup>st</sup> JANUARY 2024.**

**PRESENT:**

**Councillors:** S. Pegg: (Chair) C. Morris: T. Potter: S. Moore:  
S. Edmondson: S. McCornack: D. Lewis:

**Ward Councillor/s:** Councillor Craig Rimmer (Pitsea South-East  
Ward)

**Guest** Charlie Baggally, Basildon Borough Council  
Modernisation Officer

**Parish Council Clerk/RFO:** Mrs Christine Barlow

**Public attendance:** 9

**110/23 APOLOGIES FOR ABSENCE:** None received.

**111/23 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.

**112/23 CO-OPTION:** To co-opt a new Member to the Parish Council

Having given due consideration to the applications from three residents to fill the Parish Councillor vacant posts elected Parish Councillors had **AGREED** to co-opt the following residents onto the Parish Council:  
(i) Susan Edmonson, (ii) Sally McCornack and (iii) Danny Lewis.

**113/23 RUBBISH AND RECYCLING COLLECTIONS:** Basildon Council Officers to update on the changes to the new rubbish and recycling collections.

Charlie Baggally, Basildon Council Modernisation Officer, was welcomed to the meeting.

Councillors were advised that rubbish collection services were changed in November 2023. Black bins were introduced to replace black sacks to reduce residual waste being sent to landfill and encourage residents to recycle more. Two reusable sacks, one blue and one white, were issued to replace the pink sacks as part of government's legislation under the

Environmental Act 2021. The Act advised all materials put out as rubbish should be separated and an initial trial was undertaken in Noak Bridge. The trial had resulted in Basildon Council deciding to introduce the new scheme. The meeting was advised that over the Christmas period, more recycling was collected than for the same period in 2022 and glass recycling was up by 22%, 3000 new orange boxes and 3000 green food caddies had been requested by residents and it was anticipated that the result of the changes would push up the overall recycling percentage from 40% to over 50% in the first year.

Changes in service had resulted in pink sacks no longer able to be used for recycling but they could be used instead of the black sacks, and then put in the black bins. In monetary terms the cost of the new service was estimated to save on costs. It was recognised there would be challenges with the changes to the service and the purpose of attending the meeting was for the Project Officer to hear the views of the Parish Council and residents on the changes.

Councillor Pegg, Chair, stated she supported recycling and the reasons for recycling were not in dispute, but every conversation was now dominated by the problems with the current method and of using the new system. Issues raised in connection with the new service were:

- Christmas time was not the best time to introduce the system.
- The white and blue bags were not fit for purpose and were too light and not weighted enough. The one strip of Velcro was insufficient to stop litter falling out and when the contents were transferred to the larger collection bins it fell onto the public highway creating more litter which was not picked up.
- The Green food containers were very light when empty and tended to blow away.
- Large mountains of black sacks were being stacked at several locations because people in these locations would not recycle. More enforcement action is required to stop rubbish being dumped.
- The size of the black bin was inadequate, and so was the fortnightly black bin collection in some circumstances. It was also commented that the black bins, when empty, tip over easily.
- There was some confusion regarding the separation of materials and what was classed as recycling and what was residual waste.

Councillor Morris commented that he was surprised that there was no co-ordination between different authorities and that each authority seemed to have their own strategy in dealing with recycling and waste collection. He questioned why the government had not suggested a solution that worked best for all.

Parish Councillors also stated they had some sympathy for the dustman

and the way they were having to manage the new system. There was some surprise that having tested the new system in Noak Bridge these same problems, which seemed to be evolving across the Borough, had not been identified by the trial.

Questions were also discussed regarding (i) why the Borough Council did not litter pick unadopted roads and why spillage of litter from the rubbish collections is not picked up? (ii) why was Burnt Mills Road not litter picked and fly-tipping not collected? (iii) why supermarkets can recycle some rubbish where the Borough Council could not?

Charlie informed he had noted the Parish Council's comments and advised that the Borough Council had also received a great deal of feedback from the public regarding the new service, and the borough Council were reviewing the system based on the comments received. Officers were also talking to other authorities to see what measures were in place to resolve similar issues.

The Chair asked the Officer to provide the Parish Council with a note of the issues raised to enable an article to be included in the Parish newsletter. Councillor Pegg also made a Freedom of Information request for the Parish Council to be provided (i) the cost of implementing the new service and (ii) the figures, up or down, in regard to the impact on landfill. **Action:** The Officer advised the Parish Council to complete a Freedom of Information request on the Basildon Council website. **Action:** the Parish Clerk to complete the FOR form provided on the BBC website.

Charlie Baggelly was thanked for his attendance and was asked to keep the Parish Council updated on any future changes to the system.

**114/23 PUBLIC FORUM:** Residents have the opportunity to raise questions of a general nature. (The time allowed for this item is 15 minutes)

A resident asked if in view of the amount of fly-tipping the Parish is subject to on a daily/weekly basis, could cameras be installed at strategic locations to catch the fly-tippers. Councillor Rimmer informed he had already made this request but emphasised there were a large amount of hotspots and the exercise was costly. He did, however, inform that several successful notices had been issued for fly-tipping and these carried a penalty fee of £1000 each time.

A resident advised some car tyres had been dumped in the vegetation along London Road and provided some photographs. **Action:** The Clerk advised she would investigate and report back once the location had been inspected. The resident said he would email the photos to the Clerk.

Vegetation was encroaching on the footpath leading along the London Road to Ilfracombe Avenue and the width footpath was reducing dramatically. **Action:** The Clerk would raise the issue with Basildon Council Officers.

A resident asked what had happened to the 'Crunch' Service. Councillor

Rimmer said it was removed during Covid for public health reasons. It was then deemed bad for recycling because the materials being mixed in together and contamination and was not cost effective and so the scheme was not reintroduced. **Action:** Councillor Rimmer agreed to raise the subject again on behalf of the residents.

**115/23 MINUTES OF PARISH COUNCIL MEETING HELD ON 13<sup>th</sup> DECEMBER 2023:** To approve the minutes of the previous meeting and Chair to sign.

The minutes of the previous meeting held on 13<sup>th</sup> December were **AGREED** as an accurate record of the meeting and signed to confirm by Councillor Sheelagh Pegg, Chair.

**116/23 WARD/COUNTY COUNCILLOR UPDATE:** Time is set aside for Borough/County Councillors to address the meeting.

(i) Councillor Rimmer (Ward Councillor Pitsea-South East) attended Essex County Council Development and Regulations Committee Meeting in Chelmsford along with Councillor Morris. On the agenda to be heard was a proposal to build an Incinerator in Archers Field by Waste-a-Way, private company. Several local MP's and Ward & County Councillors were unified in the objection to the incinerator being built in this location and they had already written to the Committee objecting to the application. Many spoke out at the meeting objecting to the proposals on the grounds of (i) contamination (ii) unsuitability of location in the vicinity to nearby housing (iii) height of chimney stack equal to a fifteen-storey building. (iv) smoke from the chimney and toxic emissions. (v) traffic to and from the site 24/7. It was also felt from the feedback that the Officer dealing with the application showed bias. Following over two hours of discussion a vote was taken and carried by the majority present to defer any decision to enable (a) more investigations to be undertaken (b) to carry out a wider public consultation with more specific wording relevant to the consultation questions. It was suggested that residents send their comments to ECC Development and Regulations Committee and for the Parish Council to email each Member the Development and Regulation Committee to raise their objections. Councillor Rimmer would also circulate the petition which had been circulated against the incinerator and provide the Parish Council with a copy.

(ii) A decision on the Basildon Cinema Operator was imminent. This decision would hopefully benefit the regeneration of the Town Centre.

(iii) Pitsea Swimming Pool is now open and well attended.

(iv) The Diagnostic Centre in Pitsea is going to be presented to Basildon Planning Committee on 7<sup>th</sup> February 2024.

(v) The Parish Clerk asked Councillor Rimmer if arrangements could be made with Basildon Council to collect black sacks if groups within the community carried out litter picking. Councillor Rimmer advised that Pitsea Mount Community Association have an agreement with Basildon Council to collect the sacks from an agreed location and the Parish Council could

make a similar arrangement: **Action:** The Parish Clerk to send an email to BBC to make a similar arrangement to collect.

**117/23 PARISH CLERK'S REPORT:** To update on business since the last meeting on 13<sup>th</sup> December 2023

The Parish Clerk advised on the following issues previously raised or in progress:

**Verges:** The verges on London Road had been partially mowed in the run up to Christmas and a narrow strip cut along the verges in North Benfleet. The Parish Clerk continued to request assistance from Basildon Council's Pride Team to cut back the vegetation from the pavement on the London Road. **Action:** Councillor Rimmer agreed to raise the issue and the Parish Clerk intended to continue to speak with Basildon Council Officers.

**Bowers Bugle:** The Bowers Bugle newsletter had been delivered to all residents before Christmas and the Clerk thanked all who had helped deliver the newsletters. The North Benfleet Plotlands NDO Regulation 21 Consultation information was included.

**Play equipment:** Inspection of the Parish Council's play equipment identified some parts were needed to repair worn or missing parts and a quote for the Parish Council equipment is being obtained. Basildon Council owned equipment (i.e. the newly installed zip wire and trampoline in the Junior play area) also needed attention and the Parish Clerk was contacting Basildon Council Offices to discuss these issues.

**A127 slip road:** Cadent have advised that the slip road at top of Pound Lane on to the A127 will be closed to traffic 17<sup>th</sup> February until 26<sup>th</sup> February (school holiday period) to carry out inspection of gas pipework leading across the A127 to the Dickens Public House. Signs will be installed in Pound Lane to alert drivers of the closure. There will also be two digital signs on London Road, diversion route signs for traffic on A127 and London Road. The junction of Burnt Mills Road / Pound Lane will not be closed but the road ahead from Burnt Mills Road up to the A127 will identify that the road is closed. Dependent on the safety of pedestrians and work force proposals being discussed to undertake a litter pick and pruning on 19<sup>th</sup>/20<sup>th</sup> February. These discussions are ongoing with Cadent and Basildon Council.

**Street lights:** The Clerk understood the streetlights on Pound Lane had been repaired but was unable to verify this and a review of the ECC Highways Street map identified that there was still a fault. One of the Zebra Crossing beacons in Pound Lane had also been reported to ECC as not working and the information on the map indicated ECC were aware of a fault.

**Parking:** Parking on the pavement in William Road is intermittent whilst Cadent are working in William Road and Westlake Avenue and the Parish Clerk will continue to monitor.

**Sign:** The Neighbourhood sign in Kelly Road has been reinstalled

**Flooding:** Flooding issues in Old Church Road are being discussed with ECC Highways Officer. It is considered that the problem may be due to debris in the ditches blocking the flow of water as the result of heavy rain during January.

**Fly-Tipping and rubbish:** Several areas have been reported to Basildon Council.

**Grounds Maintenance post:** Application for funding in progress.

**Christmas Lights/Father Christmas:** The Parish Clerk had been approached by the Gun Public House who intended to erect a Christmas Tree and lights on their side of the road and had asked if the Parish Council would like to join them with putting up some Christmas lights. They were looking to get Father Christmas to go round the local street before stopping at the Pub. Although the idea was one to be considered the Parish Council did not have the funds to provide the lights which were estimated to be in the region of £1000 - £1500. It was suggested by Councillor Rimmer that there might be some funding via the Essex County Councillors Annual budget and that ECC Councillor Mackenzie could be contacted to see if he has any money left in his ECC 2023/2024 budget allocation. **Action:** The Parish Clerk to approach Essex County Councillors.

**D-Day Beacon lighting 6<sup>th</sup> June 2024:** Purchase of the beacon to be discussed when more information is available.

**Castle Point Council Call-for-Sites:** An email has been received from Castle Point Council in respect of their Local Plan Call-for-Sites Action: noted for information.

**118/23 FINANCE REPORT:** Responsible Finance Officer to provide a summary of the Parish Council's financial position and advise on other relevant financial matters.

A summary of the current Parish Council financial position was provided to Councillors as follows:

	£
Balance at Bank 13 <sup>th</sup> December 2023	31,075.27
Balance at the Bank 31 <sup>st</sup> January 2024	26,972.02
Expenditure:	4,159.49
Income:	56.25
	4,103.24
<b>Expenditure:</b>	
BT – EALC Training Course VAT	15.00
BT – Clerks Expenses – Stationary (2 boxes x 5 Reams)	43.61

BT- Clerks Expenses - Survey Monkey NDO (1-month subs)	99.00
BT- GM Staff Wages (December 2023)	224.00
BT- Printing - Bowers Bugle Newsletter & Flyers	567.00
BT- Parish Clerks Net Salary (Dec. 2023) + Office Use/BB/Tel	897.25
Cheque 723 – HMRC Staff Tax /EMPRS NI	1084.85
BT - Parish Clerks Net Salary (Jan 2024) + Office Use/BB/Tel	897.45
BT - GMO Staff wages (Jan 2024)	224.00
BT - Clerks Expenses – GM Workwear	£61.87
BT - Clerks Expenses - HP Cartridges	<u>45.47</u>
	4159.49
<b>Income:</b>	
EALC Clerks Training Bursary Payment	56.25

There is still approximately £15,000 still to pay in consultants fees for the Neighbourhood Development Order preparation. It was estimated that the balance in the bank as of 31<sup>st</sup> March would be in the region of £4,000. VAT for expenditure in 2023/2024 would be reclaimed for the same period in April 2024, VAT would normally be claimed annually, which meant the next request to HMRC would be in April unless deemed necessary before the end of the financial year in March 2024.

The RFO advised it would be prudent for the Parish Council. in future. to have a bigger contingency balance in the bank to cover any unexpected expenses.

The Precept amount for 2024/2025 had been forwarded to Basildon Borough Council for billing in the financial year 2024/2025. The Precept amount for 2023/2024 was £21,966.59 and the Precept amount, as discussed at the December Parish Council meeting, for 2024/2025 was £26,031.24. An overall increase per annum of £4,046.65 equating to an extra 46p per household per month.

**119/23 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: 24/00006/FULL**

Two storey rear extension - 231 Pound Lane, Bowers Gifford, Basildon, Essex

Having discussed the above planning application Councillors considered they could not support the application on the following grounds:

- (i) Over development of the site.
- (ii) Overbearing and impact on neighbouring properties
- (iii) Loss of visual amenity.
- (iv) Impact on future parking.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
24/00057/FULL**

First floor rear extension over existing ground floor extension; enlarge rear dormer, enlarge central dormer and form covered area over front door - Winifred Cottage Windsor Road Bowers Gifford Basildon

Parish Councillors discussed the above planning application and raised no objections. They considered that the applicant appeared to have made every effort to consider the comments made in previous applications which had been refused. They raised no objections to the current application and considered that alterations would benefit the property on the grounds that the property:

- (i) Does not currently meet Environment Standards
- (ii) There is no loft insulation.
- (iii) Changes to the porch or any rear extension would not interfere with the street scene.
- (iv) The measures proposed in design would benefit the property and make it Energy Efficient.

**REF: ESS/120/20/BAS** - Land to the south of Archers Fields Close, Burnt Mills Industrial Estate

To consider the outcome of any report by Essex County Council Development and Regulation Committee (DR/02/24) relating to the development of an Energy Recovery Facility, ancillary office block and associated infrastructure on land to the South of Archers Fields Close, Burnt Mills Industrial Estate, Basildon, Essex. **Location:** Land to the south of Archers Fields Close, Burnt Mills Industrial Estate, Basildon, SS13 1DN

As stated in Councillor Rimmer's report (above) the application was deferred by Essex County Council in order to investigate some of the discrepancies which had occurred during the Essex County Council Planning Committee meeting. Councillor Morris had attended the meeting in Chelmsford and Basildon Ward and Essex County Councillors had raised objections to the site location.

**120/23 PLANNING UPDATES AND COMMENTS:** To receive updates and comments on planning applications discussed at previous meetings.

**Planning Application No: 23/01424/FULL:** 34 Westlake Avenue Bowers Gifford Basildon Essex SS13 2JJ – Granted.

**Planning Application 23/01460/FULL:** Retrospective recreational use Class F2 (Outdoor sports and recreation) and associated buildings- Land South of Clissold, Lower Avenue, Bowers Gifford, Basildon Essex - Refused

**Planning Application No: 23/01451/FULL:** First floor extension over existing ground floor to form fourth bedroom and en-suite. Alterations to



front to form porched area and new roof design - Winifred Cottage,  
Windsor Road, Bowers Gifford, Basildon, Essex SS13 2LH – Refused.

**121/23 NEIGHBOURHOOD DEVELOPMENT ORDER:** To update on the NDO Regulation 21 consultation.

The Parish Council’s Neighbourhood Development Order Regulation 21 Consultation commenced on 2<sup>nd</sup> January 2024 and was due to run until 13<sup>th</sup> February 2024. Residents could comment in a variety of ways. Statutory consultees had been sent a letter, by email, inviting them to comment on the proposals and the letter informed how the consultation could be completed. Respective Borough Councillors and ECC Councillors and Stephen Metcalfe Constituency MP were also notified. Two well attended drop-in sessions were held at the Pound Lane Mission on 13<sup>th</sup> and 20<sup>th</sup> January. The Bowers Bugle newsletter, distributed before Christmas, also publicised the consultation and signposted how residents could comment on the NDO. Anyone who wanted a hard copy and did not use the internet could request one by contacting the Parish Clerk.

**122/23 DATE OF NEXT MEETING:** To confirm the date of the next meeting.

It was confirmed that the next Parish Council meeting would be held on 28<sup>th</sup> February 2024 at 7.30 p.m. at The Benbow Club, 77 Pound Lane, Bowers Gifford. The meeting closed at 9.00 p.m.

Signed ..... Chair, Councillor Sheelagh Pegg

Date: 28<sup>th</sup> February 2024