



**MINUTES OF BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD ON WEDNESDAY 4th SEPTEMBER 2024.**

PRESENT:

Councillors: Susan Edmonson (Chair) Colin Morris (Vice-Chair)
Sally McCornack: Susan Moore: Terry Potter:

Ward Councillor/s: None Present

Parish Council Clerk/RFO: Mrs Christine Barlow

Public attendance: 6

MINUTES

30/24 Apologies for absence:

Parish Councillor Sheelagh Pegg (unwell)
Pitsea-South East Ward Councillors Gillian Palmer and Ben Westwick
(Borough Council Committee meetings): Councillor Christopher Hilleard
(Clash of appointments)

Councillor Susan Edmondson took on the role of Chair for the meeting.

/24 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 declared.

32/24 Minutes of Parish Council meetings: To approve the minutes of the meeting held on 31st July 2024 and Chair to sign.

The minutes of the previous meeting were accepted as an accurate record of the meeting and were signed by Councillor Sue Edmondson, Acting Chair.

Proposed: Councillor McCornack **Seconded:** Councillor Morris.

33/24 Public Forum: Residents have the opportunity to raise questions of a general nature not discussed during the meeting. (The time allowed for this item is 15

minutes)

For information only: The Clerk advised Councillor Ben Westwick (Pitsea South-East Ward Councillor) would be presenting a report to Full Council in September on the ID Verdi grass cutting contract.

i) A resident raised the issue of the overgrown footpath along both sides of the London Road and also the fact that the vegetation was covering the cycle track leading up to the School. Vegetation was also overhanging the footpath on the London Road closer to Pitsea limiting access to the footpath. The issue has been raised with Basildon Council, who it is understood are looking into the matter. It was stated that the responsibility of pruning hedges on the perimeter of land in private ownership is the Riparian owner.

ii) The issue of parking on the pavement in Pound Lane was also raised again together with an overhanging tree. The resident was asked to identify the location of the tree and send the information to the Clerk. It was pointed out that parking on the pavement, whilst a hazard, was not illegal unless the vehicle was parked fully on the pavement. It was suggested the resident take a photograph of the offending vehicle and send it to the Clerk for her to make enquiries as to the right course of action.

iii) The Zebra Crossing Beacons were now operational, but it was reported that the lighting pole on the Beacon adjacent to the Park entrance was not lighting up. The Clerk confirmed she would report to ECC.

34/24 Ward/County Councillor update: Borough/County Councillors to address the meeting.

No Ward or County Councillors were present.

35/24 Parish Clerks Report: To update on business since the previous meeting held on 31st July 2024 including, an update on the Picnic-in-the-Park Event on 8th September 2024 and the Fun Walk Event 22nd September 2024

- Following the report at the previous meeting of the Zebra Crossing Beacon not working the Clerk reported the fault again to ECC and Rebecca Harris (MP) also raised the complaint with ECC and as a result the Beacon was repaired by UK Networks. Information received from the contractors, informed the fault was underground, hence digging up the pavement near to the crossing.

- Following a further complaint to Basildon Council contractors had cut the verges around the housing areas and together some areas highway verge although, due to the long grass, the look was very unsightly.

- A Highway update had been received from Collette Jackson, Local Highway Panel Officer, concerning a request by the Parish Council to conduct a traffic survey in Pound Lane. They were advised that using previous survey reports, a feasibility study was conducted along Pound Lane during the assessment period, which had provided recommendations for improvements.

These included:

(i) Footway improvements to address the safety concerns that were raised due to increased foot traffic, especially by individuals of all age groups using Westlake Park and a detailed design that includes pedestrian-in-road signage on the approach to Westlake Park. In order to help improve visibility and promote more driver awareness, it was recommended that installing 'crossroad ahead' signage would be feasible and would alert drivers about the upcoming 4-way junction ahead of them.

(ii) Engineers also took note regarding information provided by the Parish Council that the existing VAS (Vehicle Activated Sign) Unit adjacent to Homestead Road was not working. A request has been made for a further inspection of the unit in order to assess the cost of repairs. If the LHP agree to fund these repairs, the site will need to comply with the ECC criteria for a VAS installation. Additionally, if required, a new speed survey may then be considered for funding. The report on the findings of the Feasibility Study and VAS repairs has been provided to the relevant County Members and will be presented to the Local Highways Panel for consideration for future funding. The Association of Basildon Council's has a representative on the Local Highways Panel and the representative will be asked to raise the issues on behalf of the Parish Council.

Flyers had been delivered to residents in respect of the Picnic-in-the-Park Event on 8th September and were followed by the Summer edition of the Parish Council Bowers Bugle newsletter. The Parish Clerk thanked all for helping to deliver both documents.

An issue was raised at the meeting on 31st July regarding the security of a commercial premises at the retail area in Burnt Mills Road and the safety of members of the public especially young children in regard to a dog loose in the compound and gaps in the fencing. Councillor Morris and Councillor Pegg visited the premises and spoke to the owner, who gave assurances that the dog was supervised at all times by the owner when loose in the compound and the owner would take measures to reduce any injury to the public by installing extra signage and warning notices.

Comments made by Parish Councillors at the previous meeting in respect of Planning Applications had been forwarded or were in the process of being sent to the relevant authority.

Preparations were well underway for the Picnic-in-the-Park Event on 8th September 2024.

The date of the Fun Walk was confirmed as 22nd September 2024 in Westlake Park.

36/24 Finance Report: To receive a summary of the Parish Council's current financial position.

Chris Barlow, Responsible Finance Officer provided a summary of account for payments made since the meeting on 31st July 2024 as follows:

	£
Balance at Bank as of 22 July 2024	23,106.37
Balance at Bank as of 22 August 2024	23,257.42
Expenditure:	1,758.95
Income	1,910.00
	£
Expenditure:	
Information Commissioners Office – GDPR Subscription	40.00
ABLC Subscription 2024-2025	20.00
RCCE- Subscription 2024-2025	59.70
Infinity Circus (Picnic-in-the-Park) deposit	118.00
EALC Clerks Training GDPR (inc. VAT)	180.00
GM Staff Wages (July 2024)	224.00
Clerks Net Salary + Office/Tel/BB Allowance (July 2024)	897.25
Triple L Training (First Aid D-Day Event)	100.00
Signs Express – PIP Banner re-Print (inc. VAT)	<u>120.00</u>
	1758.95
Income:	
Essex County Council – CIF Grant for Picnic-in-the-Park	1910.00

It was pointed out that the GDPR Training for the Parish Clerk was the subject of a bursary and the final cost excluding VAT would be £32.50 and a refund issued for the balance.

The budget set aside from the Precept, if required, for the Picnic-in-the-Park event was £1000 but it was hoped that given the grant funding the total set aside would not be required.

37/24 Planning: To receive comments on Planning Applications under the Town and Country Planning Act 1990 (as amended):

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 24/00604/FULL

Retention of existing mobile home and utility room for use by Gypsy/Travellers' - Land South of Sunnyside, Lower Avenue, Bowers Gifford, Basildon

Councillors discussed the above planning application and considered it to be unlawful development in the Green Belt.

TOWN AND COUNTRY PLANNING ACT 1990 - APPEAL UNDER SECTION 174 - APP/V1505/C/24/3347381/BASILDON COUNCIL REF:

24/00078/UBW: Land Rear of Sunnyside, Lower Avenue, Bowers Gifford, Essex, SS13 2LZ

ALLEGED BREACH(ES): Without planning permission, the laying of hardcore and associated materials onto the Land forming an area of hard standing.

The Parish Council concur with the action taken by Basildon Council to issue an Enforcement Notice on 3rd June 2024 in respect of a breach of planning control, the laying of hardcore and associated materials, and the intentional development of land without prior planning permission. The Parish Council considers that the appellants were fully aware that the action taken by them or on behalf of them constituted unlawful development in the Green Belt and was unauthorised. The Parish Council do not consider the grounds for the appeal to be acceptable and are speculative.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 24/00902/LBBAS

Repair and conservation works to existing building, including works to the roof, windows, cladding and rainwater goods, and installation of French drain - Bradfields Farm, Burnt Mills Road, North Benfleet, Basildon

Councillors discussed the planning application and considered that the conservation works to the existing property will assist in maintaining its Grade II listed building status and continue to include the property as part of the heritage of the area. However, they considered that any conservation works should be safeguarded by contract and conditions should the site be developed commercially in the future.

38/24 Planning updates and comments: To receive updates and comments on planning applications discussed at previous meetings.

PLANNING APPLICATION 24/00738/FULL: Single storey rear extension, single storey side extension, and new pitched roof to existing flat roofed side extension – Mayfield, Osborne Road Bowers Gifford, Basildon, Essex SS13 2LG – **Granted**

PLANNING APPLICATION 24/00653/FULL: Raised roof form to provide first floor accommodation including replacement single storey front extension and single storey rear extension – 1 Lawrence Road, Bowers Gifford, Basildon, Essex SS13 2NB – **Refused**

PLANNING APPLICATION 24/00268/FULL: Change of use of timber cabin from beauty salon (Sui Generis) to a flexible dual use of beauty salon (Sui Generis) and office (Class E) - Log Cabin, 245 Pound Lane, Bowers Gifford , Basildon, Essex – **Granted**

39/24 Neighbourhood Development Order update: To inform regarding progress on the Parish Council's Screening Direction in regard to the NDO.

Following comments made by Basildon Council Planning Officers in response to the Parish Council's Pre-Submission Regulation 21 Consultation in January – February 2024 in contradiction to AECOM, the Parish Council's own advisors, the Parish Council wrote to the Secretary of State to request a Screening Direction on the matter of whether or not a full Environmental Impact Assessment (Regulations 2017) was required for the Neighbourhood Development Order proposals for the Plotland areas. The Parish Council

received a reply on 5th August to their request from the Ministry of Housing, Communities and Local Government (DHLUC) that the development as described in the request is not an 'EIA development' and considered that an Environmental Impact Assessment was not necessary. Following this decision the Parish Council NDO Steering Group have now met and reviewed other comments from statutory consultees and as a result are requesting further Technical Support from Locality, (Neighbourhood Planning consultants) and our own consultants Oneill Homer to address the comments made as part of the statutory responses to the Pre-submission Regulation 21 Consultation earlier in the year. An official application for support has been made to Locality in respect of a Flood Risk Assessment and we are currently waiting for a response to our request.

40/24 Date of next meeting: To confirm the date of the next meeting as 25th September 2024.

The Parish Clerk confirmed that the next meeting of the Parish Council would take place on Wednesday 25th September at 7.30 p.m. in the Benbow Club, 77 Pound Lane.

Signed Chair, Councillor Sheelagh Pegg

Date: 4th September 2024