

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 26 NOVEMBER 2014 AT 7.30 PM.**

PRESENT:

Councillors: R Smillie (Chair): B.Foster: N.Tyler

In attendance: Christine Barlow (Parish Clerk)

Members of the Public: 9

87/14 Apologies for absence: Councillor G Guenigault

88/14 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

89/14 Public Forum: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) The resident who had reported at the last meeting that she had been waiting for several years for a bollard to be installed outside her property to prevent damage caused by lorries delivering to the Pet Shop and mounting the footpath when reversing advised that Essex County Council Officers had inspected the area concerned. The Parish Clerk advised that she had reported the issue on behalf of the resident and would continue to monitor in the hope that the matter would be brought to a satisfactory conclusion.

(ii) The bus shelter at Clifton Road had been reported by a resident earlier as in a very dirty condition. The Parish Clerk was asked to report again to Essex County Council and ask for the shelters to be cleaned.

(iii) A resident informed that St Margaret's School was having a Christmas Bazaar on 4th December. Parking would be available at the Gun Public House for the afternoon of the event.

(iv) It was reported that fly tipping was again an issue in Old Church Road and the debris which had been dumped was now blocking the road. It was reported that there was also more fly tipping in Church Road itself. The Parish Clerk would report the problem but residents were urged to continuously report any issues on the Essex

County Council website and where possible to take a photograph as evidence.

(v) Flooding had occurred in recent weeks in various parts of the Parish including Church Road, Osborne Road and Burnt Mills Road and it had been reported to Essex County Council for action. The Parish Clerk will make contact with the ECC Flood Protection Team.

(vi) A resident asked if a sign could be installed outside the play area informing users not to drop litter. The meeting was informed that there was a sign already in place on the metal fencing by the play area gate but maybe this needed to be larger or relocated. The Parish Clerk was asked to look into this request.

90/14 Minutes: To agree the minutes of Parish Council meeting held on Wednesday 29th October 2014.

The minutes of the previous meeting were accepted as a true record of the meeting and signed as such by Councillor Smillie, Chair

91/14 Parish Clerk's Report: To update on relevant business and correspondence received since the last Parish Council meeting.

(i) Report back on issues raised at previous meeting.

- Item 76/14 – The gold lettering had been painted on the Westlake Park gates to complete the installation.
- Item 76/14 – Following the previous meeting a letter had been received regarding lorries damaging the footpath as a result of reversing when making deliveries to Wilton Pet Shop. The Parish Clerk had sent a copy of the letter to Basildon Council who in turn had forward it on to Essex County Council and from the report earlier in the meeting Essex County Council were now in the process of taking up the matter. The Parish Clerk had received an acknowledgement from both partners regarding the complaint and would continue to track further progress.
- Item 82/14 Parish Council Financial Regulations – The document, as **AGREED** at the previous meeting, was in the process of being amended and will be included for information on the Parish Council website
- Item 84/14 Westlake Park Grand Spring Opening and Spring Clean – up will be advertised in the winter issue of the Parish newsletter. The newsletter was due to be delivered the first week in December.

(ii) The Parish Clerk had been advised that the Basildon Council Crunch Service would be available for the 2015/2016 financial year. She would ensure the dates and locations were advertised as soon as all details were known.

(iii) A quantity of winter salt was available “free of charge” to residents to spread in

areas not covered by Council gritters. Residents needed to contact the Parish Clerk to make arrangements for collection.

(iv) A letter had been received from a gentleman in Suffolk who was carrying out research on WWII. He was asking for information on the location of search lights and gun sites in the area. The Parish Clerk will make enquires on behalf of the writer and reply to the letter.

(v) Councillor Planning Training – 20th January 2015 – All Councillors will be attending.

92/14 Finance: To report on the Parish Council finances since the last meeting.

Balance at bank as at 29 th October 2014	£8,586.83	
Balance at bank as at 23 rd November 2014	£15,749.09	
Payments		£6,923.45
Receipts	£14,085.71	
<u>Payments</u>		
Clerks net salary		£553.45
Interim payment Nelson Anderson – WP Project		£5,000.00
Came & Company – Annual Insurance Premium		£575.00
2014 Fete Programme Printing		£357.00
2014 Summer Bugle Printing		£438.00
		£6,923.45
<u>Receipts</u>		
Fete - Raffle	£25.00	
Fun Walk Bonus Pot	£369.00	
VAT Refund	<u>£13,691.71</u>	
	£14,085.71	

Summary:

(i) A VAT refund of £13,691.71 had been obtained from HMRC.

(ii) Sponsorship in the sum of £250 had been received from St Andrews Care

(iii) Quotations had been obtained in respect of the Parish Council's Insurance renewal and an overall reduction of £100 on the quotations received had been negotiated with Came & Company, the Parish Council's existing Insurers. This premium was fixed at this price for three years.

(iv) A cheque in the sum of £360.00 had been received from the owner of Wilton Pet Shop in payment for resurfacing work undertaken to make good the path beside the Pet Shop which was his responsibility to maintain.

- 93/14 Precept Figure for 2014/15:** To discuss the Parish Council budget for 2015/16 and consider a net precept figure for the new financial year as required as required under the Local Government Act 1972.

The Clerk presented an estimated Parish Council budget forecast for 2015/2016.

Councillors had met prior to the meeting to discuss the financial implication of the budget based on the figures provided by Basildon Council and the budget forecast. Precept calculations were based on the number of Band D properties in the Parish and the current amount payable was £16.92 per property. However, a higher banded property would pay more and a Band C would pay less.

The Parish Clerk advised that there was a need to maintain the current levels of finances to meet the Parish Council's obligations and currently the Local Council Tax Support (LCTS) Grant had been maintained by Basildon Council for the new financial year but this grant might be reduced in future years so this needed to be taken into consideration when setting the Precept. Over the previous four years the Parish Council had managed to keep the Precept at the same level. However in February 2014 the government announced they intended capping the amount of precepting authorities thresholds and it would not be known by Basildon Council if there were any changes to this cap or if penalties would be levied if any increase above 2% exceeded the cap.

Councillors **AGREED** that there was now a need to increase marginally the overall Precept amount for 2015/2016 due to increasing cost to maintain current levels but further information on the baseline figures was needed to be obtained before a agreement on the amount could be reached. The Parish Clerk was asked to obtain figures from Basildon Council Finance Officers.

By way of information notification had been received regarding increased local government pay scales for 2014-2016 as agreed by the National Joint Council (NJC) for Local Government Services. The increases applied to all local government employees and would take effect from January 1st 2015. The increases were mandatory but as a consideration they had been factored into the budget forecast for 2015/2016. A non- consolidated one off payment of £100 to be paid in December 2014 (Pay scales 5 – 46) had also been agreed by members of the NJC and was payable to the Parish Clerk.

- 94/14 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: 14/01313/FULL

Change of use of existing garage/workshop into a two bedroom bungalow - 299 Pound Lane , Bowers Gifford , SS13 2NA

Councillors considered that the application did not fall within any accepted criteria in regard to "in fill" and that granting the application would set an unwelcome precedent.

Concerns were also raised regarding the use of the entrance opening onto Lawrence Road and the fact that the replacement of a shed for a house using the depth not frontage, in relation to the property, would result in the existing property being the subject of a demolition and rebuild. The application was considered to be contrary to the standards set for planning in the area.

TOWN AND COUNTRY PLANNING ACT 1990 – APPLICATION NO: 14/01308/FULL

Single storey rear extension – 53 Highlands Road , Bowers Gifford , Basildon SS13 2HX

Councillors felt that the extension was within the curtilage of the property and raised not objection in their comment.

TOWN AND COUNTRY PLANNING ACT 1990 – APPLICATION NO: 14/01268/FULL

Demolition and removal of existing commercial (class B1 Business , and Class B2 General Industrial) buildings and associated yards, and the erection of 2 detached chalet style dwellings – Burwood Works , Windsor Road, North Benfleet

Councillors commented that the application was not representative of infill; was considered to be inappropriate development in the Green Belt; and there were no material considerations to grant planning. The exact dimensions of property were also not included in the drawings.

95/14 Planning decisions and comments: To receive updates on decisions in respect of planning applications discussed at previous meetings.

The planning application concerning (14/00999/ FULL) 17 Westlake Avenue, Bowers Gifford had been withdrawn to enable the plans to be revised.

Permission in respect of No 26 Page Road had been refused.

96/14 Basildon Housing and Economic Land availability (HELAA) Methodology Consultation

To obtain the views of Councillors on Basildon Borough Council's Housing and Economic Land Availability Assessment (HELAA) Methodology 2014, previously known as the Strategic Housing Land Availability Assessment (SHLAA)

Councillors felt they had not had sufficient time to consider their response to the document due to its complexities and repetitive nature and it was **AGREED** to defer comment and report back any response at the next meeting. It was **AGREED** that Councillors would meet informally to discuss their response to the document. The Parish Clerk confirmed she would request an extension of time from Basildon Council to enable Councillors to consider the content of the document further.

97/14 **Date of next meeting:** To confirm the date of the next Parish Council meeting.

The meeting closed at 8.35 p.m. and the date of the next meeting was confirmed as 10th December 2014