



**BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING HELD ON
WEDNESDAY 29th MARCH 2023 AT 7.30 PM.**

PRESENT:

Councillors:	B. Foster: S. Moore: S. Pegg:
Ward Councillor/s:	Councillor Craig Rimmer (Pitsea South-East)
Parish Council Clerk/RFO:	Mrs Christine Barlow
Public attendance:	11

109/22 Apologies for absence:

Councillor Aidan McGurran: Councillor Colin Morris (Vacation)

110/22 Declarations of Member's interest: To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests from members relating to any agenda items.

Councillor Colin Morris

111/22 Minutes of Parish Council meetings: To approve the minutes of the Parish Council Meeting held on 22nd February 2023 and Chair to sign.

The minutes of the meeting held on 22nd February 2023 were accepted as an accurate record of the aforementioned meeting and signed to confirm by Councillor Foster, Chairman

112/22 Public Forum: Public participation session to provide residents with the opportunity to raise questions of a general nature. (The time allowed for this item is 15 minutes)

(i) A resident raised concerns regarding the pavements in Ilfracombe Avenue and informed he had recently come across a Highways Officer inspecting for faults and been informed that having identified over 100 faults he was recommending resurfacing. Councillor Rimmer reiterated a statement at a previous meeting that at a site meeting with Councillor Lee Scott, Essex County Council Cabinet Member for Highways Maintenance and Sustainable Transport in January, Councillor Scott agreed that the pavements across many areas in the village were in a very poor condition and his recommendation would be to carry out resurfacing works. However, no timescales were provided. Councillor Pegg suggested that the ends of the unadopted roads in North Benfleet, which are the responsibility of ECC should be included as they are in a very poor condition. The resident suggested installing a

speed hump along Ilfracombe Avenue but was advised by Members that this was not logically feasible as 100% of residents needed to agree.

(ii) A resident asked when the new subscriber Green Waste Collection Service went ahead would Basildon Council then collect all the old unwanted bins. Councillor Rimmer responded and advised that, as far as he was aware, this would not be the case. It was anticipated the new weekly service would start in mid-May with a six-week break during the winter months. Residents commented that some residents did not have an email address to subscribe to the service online and Councillor Foster advised that other methods were in the process of being rolled out for residents who were unable to use the internet or emails.

(iii) A resident informed that the chamber of the new junior trampoline, which had been installed in Westlake Park was absorbing water, making users very wet when they attempted to bounce on the equipment. In addition, the ramp on the Zip Wire was very slippery. The Parish Clerk advised during the installation of the equipment both of these issues had been raised with the contractors working on behalf of Wicksteed, the manufacturers of the equipment and it was considered that any problems should be monitored.

(iv) Residents raised the issue regarding the lack of initial information regarding changes to the bus service during the closure of Pound Lane to carry-out gas works by Cadent. The Parish Clerk advised she had contacted both NIBS and KLT in the first week herself and both sides blamed each other for not providing information to bus users. Based on information she had received from both operators she had updated residents on Facebook and the Parish Council website. Councillor Rimmer advised he would also raise concerns regarding the lack of information at the Bus Transport Forum. A resident further advised that on 30th/31st March the top of Rectory Road near Wickford Avenue would also be blocked off.

(v) A resident asked if pink sacks were still being delivered. Councillor Rimmer agreed to raise the question and inform the Clerk of the outcome.

(vi) Resident commented that she had observed the Cranfield Park site (Lawtons) on the A127 pumping raw sewage from the site onto the A127 carriageway hence the smell of effluent from the site. The Parish Council advised she would report the incident to Essex Highways again and to Anglian Water. Councillor Rimmer advised he would also report the incident.

(vii) The siting of more caravans, without permission, throughout the village was raised as a concern and the building of unauthorised structures on certain sites without perceived Enforcement Action. Concerns were raised that the village was being subsumed with the number of caravans being pulled onto the various plots.

(viii) A resident asked if parking restrictions could be introduced to the slip road on London Road leading to Ilfracombe Avenue and Ilfracombe Avenue to prevent drivers cars leaving their cars along this section of the road all day and being picked up by coach to ferry them onto other destinations. The Parish Council said they would investigate how restricted parking could be utilised. Residents in Ilfracombe Avenue had been consulted previously on the implementation of Parking Permits, but this had not been favorably received by the residents.

Also discussed were introducing parking time restrictions, as used in Brackendale Avenue, Pitsea. Councillor Foster confirmed he would investigate the regulations and the Parish Council would submit a request to the Local Highways Panel via their County Councillors.

(xi) A resident asked if anyone at the meeting was interested in joining the Neighbourhood Watch scheme and coordinators were needed for (i) Highlands Road and the side roads (ii) Pound Lane and Kelly Road. The Parish Clerk said she would include an article in the next Bowers Bugle newsletter.

113/22 Ward/County Councillor update: Time is set aside for Borough/County Councillors to address the meeting.

Councillor Rimmer advised that the demolition of the Pitsea Bingo Hall was ongoing well underway but work in some area was slow because of the robustness of the existing building and having to remove squatters from the interior of the building.

Several enquiries have been received, by Councillor Rimmer, regarding the disposal of apples (from fallen apple trees) and whether these would go into the Garden Waste or Food Waste. The official answer was Food Waste but he would seek further clarification on this after some discussion. Rhubarb leaves are disposed of in the Green Waste.

Councillor Rimmer had visited the construction site of Pitsea Swimming Pool at the Eversley Centre, Crest Avenue, for the first time to see how work was progressing. The concrete structure of the pool has now been completed and it will be tested soon for its' ability to hold water. Soon the external structure of the building will start to go up and the new car park, for extra parking, has been laid.

Basildon Council has secured Arts Council Investment of £4.5 Million to transform the old Robin Cinema in Basildon Town Centre, into a cultural Digital Centre for screen and immersive digital technologies and create a new Tech Industry and new jobs and training to support young people taking their first steps after leaving university and helping them develop a career in technology. Ford and Leonardo UK will be two of the partners in the Project.

Also being proposed is a new £30 Million NHS Clinical Diagnosis Centre facility in central Pitsea for the community. The exact location has not as yet been disclosed.

114/22 Parish Clerks Report: To provide Councillors with an update on business since the meeting on 25th January 2023.

Parking: Parking on the pavement had been raised at the Parish Meeting in February and the Clerk advised she had contacted PC Rachel Newman but had been advised she was no longer the Community Safety and Engagement Officer for Pitsea which included the Parish and this responsibility now came under PC Sue Dobson. The Clerk had contacted PC Dobson, by email, and had been advised that the Officer was not back in the station until Wednesday 19th April. She will contact the Clerk then regarding the issues raised in her email but in the meantime, it was suggested contact be made with Basildon Council or Essex County Council for long-term solutions in resolving the issues. The Clerk advised she had contacted South

Essex Parking Partnership (SEPP) regarding parking previously without a response.

Essex Highways Toolkit: Councillor McGurran, as he was unable to attend the meeting, asked The Clerk to distribute the Essex Highways Toolkit publication to Members which she had been done. The pamphlet had information for Councillors on how to report a number Highway issues but this information was also helpful to the public and The Clerk would place a copy of the document on the Parish Council Website

Dumped rubbish: The rubbish reported, at the February meeting, near St Margarets Church had been removed.

The Church Road underpass: Refurbishment work commenced on 6th March and should be completed in mid-April.

Grant funding: The Parish Council Handyman will recommence working again for the Parish Council from 7th April as part of the new Ground Maintenance Service Project. An application for a grant of £4,000 had been successfully obtained from the National Lottery Community Fund to cover a member of staff part-time for up to 20 hours per month to undertake various duties connected with this project. The terms and conditions of the contract were set out within the new contract. There might also be a change of working patterns, as required, during winter months. **AGREED** by all present.

Pound Lane Survey: Councillor Mackenzie had reported that this matter would be discussed at the Local Highways Panel meeting in April.

Footpath 143: No update has been received from the Public Rights of Way Officer regarding previous complaints of blocking.

115/22 Finance Report:

(i) To receive a summary of the Parish Council's current financial position.

The following summary had been provided to Parish Councillors. It was explained that the funding for the NDO made up the majority of the balance of account due to the Feasibility Study still being work in progress.

	£
Balance at Bank 22 nd February 2023	68,506.70
Balance at Bank 29 th March 2023	70,436.81
Expenditure:	2,182.39
Income:	4,112.50
Expenditure:	
BT (27.2.23) Clerks Net Salary (Feb) Plus Tel/BB/Office Use	856.60
BT (27.2.23) Benbow Club Hall Hire x 3 (O/N/D) inc VAT	72.00
BT (27.2.23) Elan Fire & Security – Monthly Sim Payment x 2	95.52
BT (27.2.23) Clerks Expenses (Stationary)	76.87

BT (24.3.23) BBC Permit (Clerks Expenses)	20.00
BT (24.3.23) Infinity Circus (Deposit – Coronation Event)	135.00
BT(24.3.23) Clerks Net Salary (Mar) + Tel/BB/Office	826.20
BT(24.3.23) Clerks Expenses (Stationary)	<u>100.20</u>
	2,182.39
Income:	
Grant Lottery Community Fund - Grounds Maintenance	4,000.00
EALC Bursary Refund - Clerks First Aid Training	<u>112.50</u>
	4,112.50

An Income and Expenditure spreadsheet for 2022/2023, up to 24th March 2023, had been provided to Parish Councillors. It was acknowledged that all relevant financial information could be found on the Parish Council website for everyone to view and all persons interested had the right to inspect and ask questions about the accounts.

Councillors were also advised that with effect from 1st April the National Joint Council (NJC) had agreed to a further two days holiday leave per annum (pro-rata) dependent on the number of years' service for all its members, which included Local Council Clerks.

Regrettably the Parish Council application for funding towards the Coronation event was refused because the Parish Council had already made a successful application for the Ground Maintenance Project and the rules of the National Lottery Community Fund, can only be awarded one grant per year. This being the RFO requested a budget of £2000 to cover expenditure for the Coronation Event. After some discussion the amount of £2000 was **AGREED** by all present.

(ii) **To update and agree to any changes to the Parish Council's Financial Regulations and Risk Assessment:** Parish Councillors, having been provided with a copy of both Financial Regulations and Risk Assessment, previously amended on 29th April 2022 and 29th June 2022 respectively. Councillors were asked to review the documents to bring both documents up to date to reflect changes to current practices and these changes were **APPROVED**.

Proposed: Councillor Pegg: **Seconded:** Councillor Foster.

(iii) **To advise of the date for carrying-out the Parish Council's Internal Audit for 2022-2023:**

The date of the Parish Council's Internal Audit was confirmed as Monday 10th May 2023.

116/22 Planning: Councillors to comment on Planning Application/s received under the Town and Country Planning Act 1990 (as amended):

Parish Councillors discussed and considered the following Planning Applications. Their decisions and further comments will be forwarded to Basildon Council Planning to be included in the respective Planning Officer report.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
23/00212/FULL**

Construction of a specialist extra care facility (Use Class C2) comprising 40 apartments, together with communal spaces, landscaping and parking - Gifford House, London Road, Bowers Gifford, Basildon

Parish Councillors, in principle, did not object to the Planning Application for a specialist extra care facility. However, did raise a number of concerns and suggested additional conditions should be included regarding (i) Parking and public transport (ii) Affordability (iii) North facing window light levels (iv) Enhanced safety checks (v) Qualification of residency. The Clerk was asked to forward the additional comments to Planning for inclusion in the Planning Officers Report.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
23/00158/FULL**

Proposed demolition of existing approved dwelling and the erection of a replacement dwelling and detached garage. - Elm Trees, 2 Elm Road, Bowers Gifford, Basildon, Essex

Parish Councillors considered and discussed the application and although they did not object, in principle, made several observations which they wished to be considered.

(i) It was felt moving the development to a more central position within the plot would give a more balanced appearance.

(ii) There were some discrepancies in the Plans relating to the conservatory on the western side of the building which appeared not to have been passed by Planning and other buildings ancillary to the dwelling house which appeared to be temporary structures.

(iii) The inclusion of materials to improve the environment and an electric charging point to the garage should be considered.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
23/00279/FULL**

Demolition of existing dwelling and erection of replacement dwelling - The Cabin, Windsor Road, Bowers Gifford, Basildon

The Parish Councillor considered that the Planning Application had been well considered and raised no objections.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
23/00352/FULL**

Change of use from residential annex to private residential dwelling - Dora Cottage, Cornwall Road, Bowers Gifford, Basildon

Parish Councillors felt that as the LPA had seen fit to grant the Lawful Development Certificate LDC despite the Parish Council's concerns they had little choice than to accept the change of use. Had a full Planning Application been submitted previously for an additional dwelling to be built on this plot, it would considered have most certainly been refused.

In addition, the Parish Council considered that as part of the conditions once an incidental construction such as a shed, gym, or garage, is used for other purposes, it concurs with the required building and Eco standards demanded necessary for new or modern living accommodation.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

23/00315/FULL: Single storey rear annex to an existing dwelling house - Stanwell Clifton Road Bowers Gifford Basildon Essex SS13 2LF

Parish Councillors considered and discussed the Planning Application but deemed it to be over development of the site and interfered with the openness of the Green Belt and should therefore be refused.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

23/00247/LDCE: Application to establish the lawfulness of the existing building on the site - The Stable Yard, Osborne Road, Bowers Gifford Basildon, Essex

Parish Councillors considered that the lack of Enforcement action since 2013, when the Parish Council first raised the issue of an illegal development on the site, meant that any decision was down to Planning despite objections being raised by the Parish Council.

117/22 Planning updates: To receive updates on Planning Applications discussed at previous meetings and other planning information.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

22/01035/FULL (APPEAL)

Appeal to the Planning Inspector under the Householder Appeals Service regarding Basildon Councils refusal to grant Planning permission: Proposed single storey rear extension, first floor rear extension over existing ground floor extension together with alterations to roof line and a detached double garage – Land at Winifred Cottage, Windsor Road, Bowers Gifford, Basildon

The owners of land at Winifred Cottage, Windsor Road had appealed against Basildon Councils decision to refuse Planning Permission to develop the site. The Parish Council had also objected at the time to the Planning Application and raised similar objections to those raised by Basildon Council in refusing the Application. As such they had no further comments to add in respect of the Appeal Notice.

PLANNING APPLICATION: 22/01748/FULL: Demolish the existing structures on the site and construct a 4 bedroomed half chalet bungalow with attached double

garage and private driveway with 2 parking spaces - Land at Osborne Road,
Bowers Gifford, Basildon Essex – Refused

PLANNING APPLICATION: 22/01348/FULL: Change of use of timber cabin from
dog grooming business (Sui Generis) to beauty salon (Sui Generis)
245 Pound Lane Bowers Gifford Basildon Essex SS13 2LB - Granted
Granted

118/22 Neighbourhood Development Order (NDO) update: To provide an update on the progress
of the Feasibility Study.

Councillor Foster advised that he had very little to report regarding the Feasibility Study due to the fact the Parish Council was still waiting for the final draft report from their consultants. The Parish Council has met with both Highways and Basildon Council to obtain their views and support for their Neighbourhood Development Order Project. Further Technical Support has been obtained, at nil cost, for Environmental Support to produce an Environment Impact Assessment and to then submit this report to Basildon Council regarding the impact of the Orders to the Parish. Consultation sessions were being arranged to initially discuss plans for developing the plotlands as a first phase of the Neighbourhood Development Order Strategy and then, depending on the outcome of the Feasibility Study, to widen the proposals to other areas of the Parish. The Steering Group has also met and discussed the proposals and agree to move forward with the consultation to hear residents' views, The Drop-in Session is anticipated to be held mid-April and a newsletter will be delivered to each household to inform residents of the date.

119/22 Coronation Event 8th May 2023: To provide a further update on the progress of
preparations for the Event.

The event was progressing with the main entertainments in place and various companies having been approached for raffle prizes or donations. Carter Remi Estate Agents had agreed to erect some advertising boards and other advertising would also be carried out. The 8th May is also being linked to the "BIG HELP OUT" Event and more volunteers are needed to help on the day. The Bugle newsletter will be published to coincide with both the consultation and event.

120/22 Date of next meeting: The date of the next Parish Council Meeting is 26th April
2023.

The Annual Parish Meeting would take place at 7.30 p.m. on 26th April and will be followed by the normal Parish Council meeting at 8.15 p.m.

Signed



Chair/Acting Chair

Date: 26th April 2023