

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING  
HELD AT THE BENBOW CLUB BOWERS GIFFORD  
ON WEDNESDAY 26<sup>th</sup> AUGUST 2015 AT 7.30 p.m.**

**PRESENT:**

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

**In attendance:** Christine Barlow (Parish Clerk)

**Members of the Public:** 18

The Chair, welcomed the members of the public and also special guest, Mrs Maureen Larkin, Deputy Lieutenant of Essex to the meeting.

**45/15 Apologies for absence:** Councillor Matthew Philips: Councillor George Guenigault and PCSO Emma Spurr.

**46/15 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 Foster declared his interest in Planning Application 15/00650/FULL - Land Between The Whisperings And Celandine, Osborne Road, Bowers Gifford.

**47/15 Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

The Chair opened the meeting to take questions from the public who were in attendance.

a) A resident asked where the plaque to Councillor Wall was located in Westlake Park. The meeting was advised that a temporary plaque had been made for the recent Picnic in the Park event but a permanent plaque was being made and was anticipated this would be in place by the end of September. The plaque would be fixed to the bench nearest to the Outdoor Gym.

b) A resident asked if anything had been heard regarding the painting of the zebra crossing in Pound Lane. The Parish Clerk advised she had reported the issue to ECC Highways on 1<sup>st</sup> June 2015 (Ref: 2404693) and at the same time reported the pothole in Canvey Road (Ref: 240468) but unfortunately was unable currently to give any update on either issue.

- c) A resident raised the question of safety in connection with the bus lane at Sadlers Farm. The resident considered the bus lane was dangerous and caused confusion to drivers negotiating the different lanes. Councillors agreed with the comments and Councillor Foster advised he had reported his own experiences and near misses, which had been reported to him to the Basildon Highways Panel and Essex County Councillor Keith Bobbin. It was suggested that as the bus lane on Bread and Cheese Hill had now been removed this action could also be taken at Sadlers Farm as the bus lane in this location served not purpose. Councillor Foster advised he would raise the issue again with the Basildon Highways Panel.
- d) A resident advised that the road markings at the roundabout in Pitsea Broadway were non-existent and asked if anything could be done to draw this to the attention of Essex County Council.

It was suggested by Mrs Larkin that the best course of action might be to speak with Ray Howard, Essex County Councillor for Castle Point, regarding Sadlers Farm and in doing so also to draw to his attention to the lack of road markings in Pitsea.

The Chair then welcomed Essex County Council Youth Team Workers to the meeting. Pippa Meades, Youth and Community Commissioner, gave an overview of the duties of the Youth Officers working with young people and confirmed that after several months of discussion with the Parish Council they were able to confirm arrangements had been finalised to bring the Essex County Council Youth Bus to Westlake Park in October. The Youth Bus, which was used to provide a variety of activities to engage young people across Essex, targeted 13-19 years old. Two initial pilot sessions had been arranged for 5<sup>th</sup> & 15<sup>th</sup> October to gauge the interest of teenagers living in the Parish. If the sessions were successful the scheme would be expanded to run one evening a week or monthly. Essex County Council would provide the facility and equipment but would not manage the project and it was hoped that a number volunteers could be recruited to take on this task. The cost of training the volunteers, general running costs and all the necessary security checks would be covered by Essex County Council. An article would be included in the Parish Council newsletter and noticeboards informing the young people of the details.

The Youth Team were thanked for coming along to the meeting and sharing their experiences.

**48/15 Policing:** Local Police Officers to update on policing matters affecting the Parish.

PC Emma Spurr had sent her apologies. She had informed that a motorbike was causing a nuisance in Lower Avenue and other roads in the Parish and asked if anyone had any information regarding the perpetrator they ring the police on 101.

- 49/15 Minutes of Parish Council Annual Meeting held on Wednesday 29<sup>th</sup> July 2015** - 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 held on 29<sup>th</sup> July 2015 were accepted as a true record and signed as such by Councillor Smillie, Chair.

- 50/15 Parish in Bloom:** Presentation by Mo Larkin , Deputy Lieutenant of Essex, to the Parish in Bloom 2015 winners.

Mrs Larkin and Councillor Foster presented the winning certificates to the Parish in Bloom winners and runners-up.

Best Front Garden	Gold Award : Nicola Launder
	Silver Award : Pauline Meekings
	Bronze: Jean Billington
Best Back Garden	Gold Award: Karen Watts
	Joint Silver Award: John Spooner
	Joint Silver Award: Nicola Launder
	Bronze: Sharon Archer
Best Container/Basket	Gold Award: Karen Watts
	Silver Award: Nicola Launder
	Bronze: Pauline Meekings

The best overall winner was Karen Watts, Highlands Road.

- 51/15 Parish Clerk's Report:** To update on Parish Council business and correspondence since the last meeting.

- i. Having received complaints regarding the bus shelters in Pound Lane being in a dirty condition and despite several requests to Essex County Council to clean them, Councillors had decided to take on the task of cleaning the shelters themselves. The clean would take place on 1<sup>st</sup> August and two residents, at the meeting, volunteered to help.
- ii. Councillor Foster and the Parish Clerk had met with Basildon Council Officers regarding changes to the Parish's postal locality addresses and amendments had been made, on the Basildon Council addressing system in response to certain roads in the Parish. The changes would now be reported to the Post Office with a view to them carrying out a consultation and if positive feedback was received from residents to implementing the changes.
- iii. There had been no progress on the parking problems in William Road despite contact being made with the Police & Trading Standards and investigations were still ongoing.

- iv. Mobil Youth Bus – Essex County Council Youth Workers attending the meeting.
- v. Issues regarding the condition of the verges around Exchange House, North Benfleet, were ongoing. The matter had been raised with (i) Basildon Council (ii) the Police and (iii) Essex County Council Highways Department to date.
- vi. The Parish Council was once again taking part in Essex County Council's Winter Salt Scheme.
- vii. Essex Association of Local Council's AGM would take place on 25<sup>th</sup> September 2015. The Parish Council had submitted an entry into the Association's Council of the Year Award.
- viii. Fly tipping in Church Road had been reported to Basildon Council and the offending items removed
- ix. Church Road would be closed from 24<sup>th</sup> August to 4<sup>th</sup> September for repairs. The Parish Clerk had negotiated a pause in the work on 3<sup>rd</sup> September to enable a planned wedding at St Margaret's Church to take place without any inconvenience to the wedding party.
- x. Money had been approved, by Essex County Council, to install the bollards at Church Road/Old Church Road but there were logistical problems regarding access which were being investigated before the work could be undertaken.
- xi. A request by parishioners to improve the signage to Westlake Park had been passed to Basildon Council. The Clerk had been advised that the responsibility for this type of signage lay with Essex County Council and she was in the process of contacting the authority.
- xii. A letter had been received from the Pension Regulator advising that as an employer it was mandatory for the Parish Council to enrol its employees in the Employers Work Place Pension Scheme and they had to register, with the Pension Regulator, for this purpose. The new law, which comes into effect on 1<sup>st</sup> October 2016, would impact on the Parish Council's budget and Precept.
- xiii. An email had been received from a resident regarding a planning application for Bonville Farm, Arterial Road, North Benfleet in respect of reinstatement of the motor cycling track on the premises. To date the Parish Council had not received any request from Basildon Council's Planning Department to comment on the application.

- xiv. A letter had been sent to Mr Derek Twydell, Secretary of Bowers Gifford & North Benfleet Residents Association, confirming the Parish Council's support of the Residents Association Page Woods project in principle, although there were some reservations regarding the Association's future business and management plan. The letter also advised that the Parish Council were unable to give any funding to the project at the present time as currently they did not have a grant policy in place and did not have any money set aside for community grants.
- xv. A letter had been sent to the Chair of the Resident Association in response to correspondence received.

**52/15 Finance Report:** To advise Councillors on the Council's financial position since the last meeting on 29<sup>th</sup> July 2015

Balance at bank as at 26th July 2015	£6,391.14
Balance at Bank 21st August 2015	£5,609.25

**Summary**

Expenditure	£781.89
Income	Nil

The account balance contained £1500 which was ring fenced for future Parish Council projects.

**53/15 Planning** - Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

**53/15/1 TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 15/01019/FULL**

Bungalow to chalet conversion - 7 Page Road, Bowers Gifford, Essex SS13 2HP

Councillors, in considering the application, commented that the surrounding properties and those in the adjacent roads were either of chalet bungalow type or single storey bungalows built to a high standard but the application they had been asked to consider was for a house. This moved away from the formal design concept of this part of the village and surrounding roads. Councillors therefore considered that the application was unacceptable as it was not in keeping with the area and of an uncharacteristic build.

**53/15/2 TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
15/00650/FULL**

Proposed erection of a pair of semi-detached chalet bungalows - Land Between Whisperings And Celandine, Osborne Road, Bowers Gifford, Essex

Councillor Foster, having declared an interest in this application, commented on the application and then left the room as was required a Councillor declaring an interest.

Councillors present noted the comments made and considered that whilst the Parish Council would support a controlled infill policy and Basildon Council needed a strategy for plotland areas to achieve this aim, but this application constituted over development of this plot and was unacceptable for the following reasons:

- The plot was part of an existing plot sold as a single development and as such this would suggest it has no development rights.
- The plot was within the green belt.
- The plot in normal circumstances would only be suitable for a single dwelling.
- Properties adjacent to the application were of a detached nature and therefore a semi-detached property would not be in keeping.
- The infrastructure of the area could not, without improvements to sewage and water systems, sustain too many large scale developments of this nature.

**53/15/3 TOWN AND COUNTRY PLANNING ACT 1990 (as amended)  
Application No: ESS/31/15/BAS**

**Location:** Land to the North of Hovefields Court, Hovefields Avenue, Basildon, Essex, SS13 1EB

**Proposal:** Use of 0.69 hectares of land to the north of Hovefields Court, Basildon, Essex, SS13 1EB for commercial/industrial and household waste transfer station for waste recovery activities comprising of the importation, deposit, sorting, storage, transfer and distribution of up to 70,000 tonnes per annum of commercial, industrial and household waste materials within a building, and 5,000 tonnes per annum of asbestos bearing waste in a separate section of the site in sealed locked containers, and decontamination unit, with sealed drainage and dust suppression unit (306m<sup>2</sup>) and the erection of associated buildings and offices (2690m<sup>2</sup>) HGV and empty skip storage, weighbridge, car park, fuel tank, lockable storage containers and improvements to site surface.

Councillors considered this was a very complex application. Basildon seems to becoming the dumping ground for Essex and other Counties. There

was already a large new Waste Recycling site in Courtauld Road adjacent to this site which seems to be steadily building to capacity and the supporting statement from TLM Waste Management seemed to suggest this will also become the situation in the case of the proposed site as it will also take waste from all parts of Essex and the Home Counties. It was not clear from the application whether the existing premises in Cranes Close was to be closed if approval was granted or if the two sites will operate in tandem.

Although the infrastructure around the new Waste Recycling Plant had been improved the surrounding areas i.e. Burnt Mills Road, Pound Lane and industrial areas, could not withstand any further increase in traffic on already congested and poorly maintained roads in a semi-rural area.

TLM Waste Management's supporting statement appeared to be flawed in regard to capacity and the benefits to local business and did not appear to demonstrate its' statement conclusively. In respect of mixed waste, especially waste containing asbestos, it was not clear if this would be a collection and storage exercise only or if there would be separation on site, and how this would be achieved or managed. There were also concerns regarding lighting in the area and noise, especially during night operations, when noise is magnified.

Councillors considered that the application was unacceptable and asked the Parish Clerk to forward their comments to Essex County Council's Planning Department and request that they be allowed to make further comment at any subsequent Planning Committee meeting when the application was considered.

**54/15 Planning decisions and comments** – To receive updates and comments on decisions in respect of planning applications discussed at previous meetings.

There had been none notified to date.

**55/15 Grant Policy:** To consider and approve amendments to the first draft of the proposed Grant Policy.

Councillors had considered amendments to a draft grant policy which had been presented for its first reading at the July meeting and subsequently the further amendments made to this draft. They considered that any proposals to offer funding to any local organisation would need to be reflected in future budget proposals when setting the Annual Budget and Precept.

The Parish Clerk was asked to make the amendments to the draft policy which had been put before Councillors for further discussion at the September meeting.

**56/15 Standing Orders:** To review and consider amendments to the Parish Council's Standing Orders.

The current Standing Orders policy had been reviewed in 2012 and there was a need to review it once again given recent changes in policy. Following discussion several amendments had been made to the document including those of unacceptable behaviour. Councillors would consider the revised wording of the document and discuss any necessary amendments to the existing documentation in line with suggestions by the National Association of Local Council's Model Standing Orders.

**57/15 Where does Water Go:** To discuss an invitation from Essex County Council to take part in their watercourses project.

The Parish Council had been invited by Essex County Council Flood and Water Management Team to take part in their 'Where Water Goes' Project.

The project aimed to identify critical ordinary watercourses (ditches, culverts etc.) and their landowners as well as educate the community about their riparian responsibilities. The information gathered would assist with understanding the Parish's drainage system. Where necessary the fire service could assist with a volunteer watercourse clearance programme. The community would be asked to volunteer their help with the project which would run from September to April. All volunteers would be given training on how to log the information gathered and complete the survey. Neighbouring Rawreth Parish Council had also been invited to take part in the same project.

Councillors **AGREED** to taking part in the project and the Parish newsletter would carry an article on the project asking for volunteers to help with the survey.

**58/15 Feedback on meetings attended by Councillors:** To briefly update on the relevant issues from meetings and training attended by Parish Councillors.

Councillor Foster stated there had been no meetings of the Highways Panel due to the summer break. The next meeting of the Panel would take place on 29<sup>th</sup> August 2015.

The next meeting of the Association of Basildon Local Councils, of which Councillor Foster was also a representative, would be held on 17<sup>th</sup> September 2015.

**59/15 Date of next meeting** - To confirm the date of the next Parish Council meeting as 30<sup>th</sup> September 2015

The next Parish Council meeting was confirmed as 30<sup>th</sup> September 2015 at the Benbow Club, Pound Lane , Bowers Gifford commencing at 7.30 p.m.