

**MINUTES OF THE BOWERS GIFFORD AND NORTH BENFLEET
PARISH COUNCIL MEETING
HELD AT THE BENBOW CLUB BOWERS GIFFORD
ON WEDNESDAY 24 JUNE 2015 AT 7.30 PM.**

PRESENT:

Councillors: R.Smillie (Chair): B.Foster: G.Guenigault:

In attendance: Christine Barlow (Parish Clerk)

Members of the Public: 10

16/15 Apologies for absence. Councillor Nigel Tyler due to illness.

17/15 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.

None received.

18/15 Public Forum: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

(i) **Westlake Park:** it was reported that teenagers/persons unknown had been seen to urinate in the play house in the children's play area in the Westlake Park and also dog mess was found on the path around the Park. Basildon Council Parks Officers carry out weekly & monthly inspections of all play equipment and the Clerk would ask them to investigate the reports. The Parish Council will again include an article in the Parish newsletter reminding dog owners of their responsibilities. As there were virtually no activities for young people to engage currently the council had made enquires for help from Essex County Council Youth Workers and facilitate the use of the Youth "Fun" Bus to consult and identify with young people the kind of activities they would like to participate in.

(ii) **Parking – William Road:** Parking in William Road was again becoming a problem with cars causing an access problem and residents asked if yellow lines could be painted in the road to help resolve this. Councillors felt that this was not the solution but advised they would make further enquiries

(iii) **Overhanging Shrubs:** It was reported that as in previous years the shrubs adjacent to the property at the corner of William Road/Pound Lane were encroaching on the footpath. The Parish Clerk advised she had already noticed this problem and reported the matter to Basildon Council and asked them to

prune the area.

(iv) **Resurfacing works Burnt Mills Road:** It was reported that resurfacing works were to be undertaken in Burnt Mills Road between the hours of 7.30 – 17.30 from 1st – 8th July 2015.

(v) **Radio controlled cars:** A resident reported that a gas powered radio controlled car was causing a nuisance on pavements in the vicinity of Highlands Road and Pound Lane. It had also been seen in Westlake Park. The Parish Council confirmed they would contact Basildon Council and try to identify any bye-laws relating to the use of such cars.

(vi) **Sadlers Park Caravan site:** Residents reported that again there seemed to be activity in relation to further encroachment onto the green area beyond the existing Caravan site. The Parish Clerk advised she had already contacted Basildon Council Planning Enforcement Officers regarding this matter and been advised that enforcement notices had recently been issued to the site owners to terminate the practices.

(vii) **Heritage Assets:** A resident informed that Basildon Council were compiling a local list of Heritage Assets and inviting members of the public to nominate any assets in their area that might be included. The Council advised that they were aware of the request and were in the process of preparing some suggestions. The resident furnished the meeting with a list of possible assets and the Parish Council stated they would add any further suggestions to those already sent to Basildon Council.

(viii) **Illegal parking on grass verges:** The issue of indiscriminate parking of commercial vehicles on grass verges in North Benfleet was again raised. The Parish Council had raised this issue with Essex County Council Highways on numerous occasions but without success. The Council would endeavour to raise this issue at Basildon's Local Highways Panel meetings and Basildon Council Enforcement Officers.

(ix) **Barking Dogs:** A resident asked what the procedure was regarding dogs continuously barking day and night and causing a nuisance to neighbours. It was suggested that a diary of dates and times of incidents should be kept and that the residents making the complaint should contact Basildon Council Environmental Officers to log the complaint.

19/15 Minutes of Parish Council Annual Meeting held on Wednesday 27th May 2015 - Council to approve the accuracy and content of the minutes of previous meeting and the Chair to sign.

The minutes of the Annual Parish Meeting had been received and were acknowledged as an accurate record of the meeting.

The minutes of the Parish Council Annual Meeting were noted as an accurate record of the meeting and were signed by Councillor R. Smillie, Chair.

20/15 Parish Clerk's Report: To update on day-to-day Parish Council business and correspondence since the last meeting.

(i) Item 8/15 Zebra Crossing and Bellisha Beacon: The lack of markings on the crossing and the Bellisha beacon not working had been reported to Essex Highways. In addition the condition of Burnt Mills Road and the large elongated pothole at the junction of Canvey Road/Pound Lane were also reported.

(ii) Waste Disposal Plant visit: Request to visit Waste Disposal Plant made but a date had yet to be confirmed.

(iii) Meeting with Basildon Council Parks Officer: Councillor Foster and the Parish Clerk had met with Chris White, Basildon Council Arboricultural & Grounds Maintenance Officer, regarding procedures for cutting verges and in particular, following receipt of a complaint from a resident, the distribution of the grass arisings on the pavements. He noted the comments regarding the complaint and would bring the issue to the contractor's attention. A request was also made to cut back the verge that had encroached on the pavements on Pound Lane and he advised he would give consideration to this request. It was noted the Highways verges at the North Benfleet end of Pound Lane had been cut back the day following the meeting. A request was also made to remove some ivy growth from directly inside Westlake park

(v) Chicane: The work to replace bollards on the chicane had been completed.

(vi) Freedom of Information request: The Parish Clerk had responded to a Freedom of Information request from a member of the public.

(vii) Parish Council Accounts: A request by a member of the public to view the Parish Council accounts for 2014-2015 had been complied with.

(viii) Parish Council Annual Return: The completed Annual Return for 2014/2015 had been sent to PKF LittleJohn, the Government's appointed External Auditor, on 6th June 2015.

(vix) Fun Walk: Councillors would be taking part in John Baron's Annual Fun Walk on 12th July

(x) Basildon Council Liaison Meeting: This meeting was due to take place on 2nd July 2015.

(xi) Replacement Local Waste Plan – Consultation Event was on Friday 19th June.

(xii) Armed Forces Day: Notification had been received advising that events to commemorate Armed Forces Day would take place on 22nd and 27th June 2015.

The information had been included in the Parish Council noticeboards.

20/15/1 Policing: Emma Spurr, PCSO was unable to attend, but she had asked the Parish Council to warn residents to lock doors and windows at night during the hot weather in case of burglaries. She also reminded residents not to leave items on full view in their cars and to lock their cars securely to prevent thefts occurring. Police patrols had been increased around the Crematorium and Church Road area to help combat fly tipping. Councillor Foster reported that there had been some progress on fitting bollards to either end of Old Church Road by Essex County Council.

21/15 Finance Report: The Responsible Finance Officer to advise Councillors on financial matters since the last meeting on 27th May 2015

The Parish Clerk presented the accounts as below:

Balance at bank as at 26 th May 2015	£8,876.11	
Balance at bank as at 22 nd June 2015	£8,160.72	
<u>Summary</u>		
Expenditure	£715.39	
Income	Nil	
<u>Expenditure</u>		
Net Clerks Salary+ Office Allowance		£565.39
Petty Cash		<u>£150.00</u>
		<u>715.39</u>

The balance sheet was accepted as a true record of the Council's current finances.

22/15 Planning - Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

22/15/1 TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 15/00640/FULL - 1 Bowers Court Drive, Bowers Gifford, Basildon SS13 2HH

Proposed side extension and a new roof over the property creating first floor accommodation and front and rear dormers.

Councillors had considered the application but found it very difficult to make any recommendation either for or against granting or refusing the application. There were concerns, however, regarding the fact that the development may

be the subject of Policy BAS BE15 (Areas of Special Development Control Policy) and BAS BE12. The application by removing the garage and absorbing the space into the development may impact on issues related to parking in the road which have been raised recently to the Parish Council by residents. It was further commented that a proposed business venture to run a nursery, although not the subject of this planning application, may impact on parking at certain times of the day causing nuisance to neighbouring properties.

- 22/15/2 TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 15/00765/FULL - Land at junction of Pound Lane/Osborne Road, North Benfleet:** This application was received too late for inclusion on the agenda and would be discussed and the Parish Council's comments would be forwarded and reported at the next Parish Council meeting in July.

Action: The Parish Clerk was asked to convey the meeting's comments to Basildon Council Planning Officers.

- 23/15 Planning decisions and comments –** To receive updates and comments on decisions in respect of planning applications discussed at previous meetings.

The Parish Clerk advised Councillors of applications that had been granted or refused since November 2014. All application could be found on Basildon Council's Planning Portal.

- 24/15 Councillor Vacancy:** To agree the co-option of a new Councillor and the date of commencement of Office.

The Parish Council had met with Mr Matthew Phillips in connection with his application to fill one of the vacant Parish Councillor posts. All Councillors were now in **AGREEMENT** to co-opt Mr Phillips on to the Parish Council. Mr Phillips confirmed his acceptance of the post and was asked to join the body of Councillors present. Councillor Phillips was eligible to take up office with immediate effect.

- 25/15 Page Woods:** To consider a financial statement of costs and proposed business plan forwarded by Bowers Gifford & North Benfleet Residents Association, prior to the meeting, in respect of the Association's request to the Council to support their purchase of Page Woods.

Councillor Guenigault advised that the Residents Association had provided Councillor Tyler with a copy of the grant application they had sent to Veolia Thames Trust. This document had been copied and circulated to Councillors by the Parish Clerk. On behalf of members Councillor Guenigault advised the Parish Council was very keen to assist with progress and suggested that a couple of members of the Residents Association meet with Councillors as a small sub Committee to discuss any outstanding questions before the Parish Council was able to confirm their support for the project and move forward. The Chair of the Residents Association, who was present at the meeting, stated that

the timeframe for agreeing to purchase the site was very tight and they only had until the middle of August to complete but did however confirm agreement with the suggestion to discuss jointly. Councillor Guenigault stated he would get back to the Residents Association as soon as possible but wanted it made clear that the Parish Council did not have £20,000 spare cash in the bank to back the project.

Action: Councillors to liaise with the Chair of the Residents Association to move the matter forward.

26/15 Park Opening Event: To update on arrangements to hold a park 'opening' event at the end of June to thank the Parish Council's sponsors for funding the second phase of the Park Regeneration Project.

All arrangements were in place to hold the event and all sponsors, MP and Ward Councillors had been invited to attend. The date had been set as 29th June 2015 and Councillors had met prior to the meeting to discuss the overall format of the day. It had been **AGREED** to add interest to the event to hold a community 'Picnic in the Park'. This event would be supported by live music from a band and would be held from 12 (noon) to 3 p.m. A leaflet informing of the Free event had been delivered to every property in the Parish and posters had been put up wherever possible. A temporary commemorative plaque in the memory of Councillor Brian Wall would also be struck and attached to one of the benches in the park. Members of Councillor Wall's family had been invited to attend. A budget of £750 had been allocated to cover the event.

The intention was also to publicise the intention of the Parish Council to go forward

27/15 Parish in Bloom: To inform and update on arrangements for the competition.

It was **AGREED** by all present, that in view of the poor weather conditions recently, to extend the closing date for the Parish in Bloom late July but before the next Parish Council meeting on 29th July. The Parish Clerk to convey the new date to existing participants. It was agreed to ask former Ward Councillor Mo Larkin to judge the event again and for Councillor Foster to accompany her.

28/15 Date of next meeting - To confirm the date of the next Parish Council meeting.

The date of the next Parish council meeting was confirmed at 29th July 2015 at 7.30 p.m. at The Benbow Club, Pound Lane, Bowers Gifford.