



**BOWERS GIFFORD AND NORTH BENFLEET  
PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 25<sup>th</sup> JANUARY 2023 AT 7.30 PM.**

**PRESENT:**

<b>Councillors:</b>	B. Foster: S. Moore: S. Pegg: Colin Morris
<b>Ward Councillor/s:</b>	None
<b>Parish Council Clerk/RFO:</b>	Mrs Christine Barlow
<b>Public attendance:</b>	15

**83/22 Apologies for absence:** Councillor Rimmer (Pitsea South-East Ward) and Councillor Gary Canham (Pitsea South-East Ward) both Ward Councillors attending Basildon Council Committee Meetings.

**84/22 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.

No declarations were received.

**85/22 Minutes of Parish Council meetings:** To approve the minutes of the Parish Council Meeting held on 14<sup>th</sup> December 2022

The minutes of the previous meeting held on 14<sup>th</sup> December 2022 were approved as an accurate record of the meeting and were signed to confirm by Councillor Bernard Foster, Chair.

**86/22 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)

- Complaints were received regarding the number of large potholes in the Parish. Specific locations identified were (i) Burnt Mills Road coming from Courtauld Road and before Bradfields Farm. Councillor Pegg advised one of these potholes had caused damage to her wheel and tyre (ii) along the northern part of Pound Lane near to the upper chicane where the edge of the road has eroded on to the road. The resident reported that a repair seemed to have been carried out, over the last couple of days, but the standard of work was poor. The Parish Clerk advised that the ECC website indicated work in this location was scheduled for 23<sup>rd</sup> January

and this repair may have been part of it. She also advised she had raised pothole issues on the Essex County Council website and the issue of potholes had been raised with Ward and Essex County Councillors. She advised that residents should log-on to the ECC website and report the offending potholes themselves. An enquiry number is then provided and the vehicle owner can then lodge a complaint against damage to their vehicle and the number forms part of the claim.

- A resident asked regarding the condition of the area around Exchange House. The Parish Council advised they had reported the condition of the area to both Essex County Council and Basildon Borough Council.
- Residents attending the meeting informed Councillors they had received a letter on the same day as the meeting from Basildon Council regarding proposals for a change of use to 205 Pound Lane and asked what the Parish Council knew about the application. It was explained that the Parish Council received notification from Basildon Council Planning a few days prior to the meeting. The Chair informed that it was normal practice for Basildon Council only to send letters to residents living adjacent to the application site. Residents raised several concerns including (i) the exact intended use of the property (ii) security (iii) the type of care being provided for 7 – 18- year- olds and (iv) more clarification regarding the future designation of the property.

Residents were advised to send any comments to Basildon Council Planning by 10<sup>th</sup> February. The letter they received should indicate who to address their comments to. Councillor Foster also advised residents, who were attending the meeting, they were able to attend the Planning Committee Meeting when the application was being discussed and, with prior notification, put forward arguments for or against to Planning Committee Members. He suggested that if residents wished to contact the Parish Council in the meantime, with their concerns, they could do so via email or a phone call. It was further explained that the Parish Council would review the application during the meeting agenda - Item 90/22 – Planning applications.

**87/22 Ward/County Councillor update:** Time is set aside for Borough/County Councillors to address the meeting.

No ward Councillors were present to address the meeting.

**88/22 Parish Clerks Report:** To provide Councillors with an update on business since the meeting on 14<sup>th</sup> December 2022.

(i) The Parish Clerk advised that the order placed to Essex County Council for free Rock Salt did not arrive until early January but was now available for collection by residents from the Green Barn Farm Shop on the A130.

(ii) The damaged road sign in Elm Road has been reported to Basildon Council who are responsible for road signs and streetlights in plotland areas. In addition, the missing directional sign at the junction of Burnt Mills Road and Pound Lane had also been reported and had been noted for a replacement.

(iii) The illegal movement of lorries and storage in the compound at Sadlers Farm

had again been reported to Basildon Council Planning Enforcement.

(iv) Information had been received from ECC Highways that refurbishment work to the Church Road subway was due to commence in Spring (2023) and the underpass would be closed for approximately five weeks and diversions would be in place whilst the work was ongoing. The work will include (i) concrete repairs to reinstate the fire damaged internal surfaces of the subway. (ii) replacing the damaged lighting system in the subway (iii) cleaning and painting of internal subway surfaces. (iv) bollards at each end of the subway reinstalled to prevent vehicles moving through Old Church Road.

### 89/22 Finance Report:

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

A summary of the Parish Council's income and expenditure was provided to Parish Councillors and the Responsible Finance Officer explained that although it appeared from the report the Parish Council had a healthy bank balance part of the balance included some of the £96,500 the grant awarded to carry-out the NDO Feasibility Study. A total of £36,931 (including VAT of £6,155.20) has been paid in consultancy fees to prepare the NDO reports and a net figure of £65,724.00 is ring-fenced in the Parish Council accounts for the completion of the NDO Project. It was further explained that the Parish Council was exempt from paying VAT and VAT paid throughout the year by the Parish Council was claimed at the end of the financial year.

	£
Balance at Bank 2 <sup>nd</sup> December 2022	87,723.01
Balance at Bank 25 <sup>th</sup> January 2023	69,620.62
Expenditure:	18,102.39
Income:	Nil

#### Expenditure:

BT (19.1.22) Ernest Does	161.51
BT (19.1.22) EALC – Councillor Training	216.00
BT (19.1.22) Handy Person Service Wages (Dec)	224.00
BT (19.1.22) PDS Digital – Newsletter	395.00
BT (19.1.22) Clerks Net Salary (Dec) Plus Tel/BB/Office Use	826.00
CP (716) HMRC 3 x Staff Tax + Emprs NI payment (O/N/D)	996.68
BT RCOH – O'Neill Homer – NDO Consultants Fee + VAT	<u>15,283.20</u>
	18,102.39
Income:	Nil

(ii) To confirm the Precept amount for 2022/2023 Financial year

As agreed at the Parish Council meeting on 14<sup>th</sup> December the Precept amount for 2023/2024 was confirmed as £21,966.59, an overall increase of £2,893.40 p.a. over 2022/23.

Basildon Council had been informed of the Precept amount for 2023/2024.

Based on calculations for a Band D property the increase per property will be £3.78 per annum for 2023/2024. For a property in Band A – C the increase would be less and for properties in Band E – H it would be slightly higher. Increases were necessary to cover day-to-day costs in 2023/2024 and cover the level of service currently provided. Although the Parish Council has been successful in obtaining grants for projects in the past, many were no longer available or the charitable organisations have less money available within their budgets for the amount of applications they can support thus the Parish Council have to cover the cost of the project if the application is not successful and this is not always possible within existing finances.

**90/22 Planning:** Councillors to comment on Planning Application/s received under the Town and Country Planning Act 1990 (as amended):

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 23/00044/FULL**

Single storey rear extension - 7 Ilfracombe Avenue, Bowers Gifford, Basildon, Essex.

The above application was discussed and Councillors raised no objections to the application.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 22/01606/FULL**

Change of use of dwellinghouse (Class C3) to children's or young persons' home (Class C2) and repair and convert existing outbuilding into staff sleeping room for on call staff - 205 Pound Lane, Bowers Gifford, Basildon Essex

Parish Councillors have discussed the application **AGREED** to defer any decision until they were able to obtain further information on a number of points.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 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

Having discussed the planning application had already submitted their comments to Basildon Council Planning Officers prior to the meeting due to the consultation deadline. For the minutes councillors objected to the application on the following grounds:

- (i) Inappropriate development within the Green Belt
- (ii) No exceptional circumstances have been submitted or are known to exist.
- (iii) Interfering with the openness of the immediate surroundings

- (iv) The land is a sub-division of an existing plot.
- (v) There is no ecology report providing information on bats, badgers etc.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 23/00029/LDCE**

Application to establish the lawfulness of the use of lock up garages on land to the rear of No 311 Pound Lane for offices and storage - 311 Pound Lane, Bowers Gifford, Basildon, Essex SS13 2NA

No discussion was held regarding this application due to Basildon Council Planning advising the application was invalid and therefore no longer available to discuss at the meeting.

**91/22 Planning updates:** To receive updates on Planning Applications discussed at previous meetings and other planning information.

**Planning Application No: 22/01706/LDCE:** To establish the lawfulness of the occupation of an existing building as a residential annex - Dora Cottage, Cornwall Road, Bowers Gifford, Basildon, Essex SS13 2JZ – Granted.

**Planning Application No: 22/01674/LDCP:** To establish the lawfulness of the construction of hip - gable and loft conversion - 6 Ilfracombe Avenue Bowers Gifford Basildon Essex SS13 2DS – Granted.

**Planning Application No: 22/01562/LDCE:** To establish the lawfulness for the use of the former store as a dwelling- The Stable Yard, Osborne Road, Bowers Gifford, Basildon, Essex SS13 2LG – Refused.

**Planning Application No: 22/01337/LDCE:** To establish the lawfulness of existing residential use of Units 2, 3, 11 and 16 on site - Rear Of 245 Pound Lane, Bowers Gifford, Basildon, Essex SS13 2LB – Granted.

**Planning Application No: 22/01112/COND:** For approval of details reserved by condition numbers 3 (materials), 5 (Hard surface materials), 6 (Fencing Details), 7 (Refuse Details), 10 (Electric Vehicle Charging Points), 11,12 (Soft Landscaping Details), 13 (External lighting Details) and 19 (Desk-top contamination study), 20 (site investigation). 21 (method statement) of application reference 21/01534/FULL - 93 Pound Lane Bowers Gifford Basildon Essex SS13 2HN – Granted.

**Planning Application No: 22/01599:** Single storey rear extension - Kismarja, Windsor Road, Bowers Gifford, Basildon, Essex SS13 2LH – Granted.

**Planning Application No: 22/01556/FULL:** Conversion of existing bungalow to form Chalet style dwelling with side dormers - 62 Pound Lane ,Bowers Gifford, Basildon, Essex SS13 2HW - Refused.

**Planning Application No: 22/00848/FULL:** Construction of 2no single-storey dwellings – Mascot, Windsor Road, Bowers Gifford, Basildon Essex SS13 2LH- Refused.

Those present were advised that all Planning Applications could be viewed on the Basildon Council Planning website.

**92/22 Green waste and black sack collection proposed changes:** To discuss proposals to introduce changes to Green Waste and Black Sack collections.

In preparation to meet their responsibilities under the Environment Act 2021, which became legislation on 9<sup>th</sup> November 2022, Basildon Council has had to make changes to its Waste Management Strategy across the Borough to meet legally binding targets to reduce all waste. Initially in October 2022 a separate collection of food and green waste was introduced. Food waste is now collected weekly from a caddy and green waste is collected fortnightly via a wheelie-bin. A Basildon Council Cabinet meeting was held on 19<sup>th</sup> January 2023 and Members voted on new proposals to introduce an annual subscription charge, in the first months of the 2023/2024 financial year, to collect green waste fortnightly with a six-week non-collection break over Christmas and the New Year.

There will be a 50% reduction for residents who choose to sign up to the scheme in the first year and the cost will be (i) £25 for the first bin and (ii) £15 each additional bin. In the second year (2024/2025) the subscription fee will revert to the full annual charge of (i) £50 for the first bin and (ii) £25 for each additional bin. The bins for residents who opt into the scheme will be identified for collection via a chip in their respective bin.

Further proposals, also discussed by Basildon Council, were to introduce reusable black sacks, instead of pink sacks for dry recycling and wheeled bins for non-recyclable waste. This proposal was subject to approval by the Cabinet in March 2023. New special collection charges were also proposed. These proposals were (i) £20 for up to 3 items (ii) £50 for 6 – 10 items.

Parish Councillors considered that the proposals will increase fly-tipping and fortnightly green waste collections would be problematical for properties in the Borough with large gardens. It was suggested that there would be more bonfires in rural areas instead of paying the proposed fees. Residents will still be able to dispose of their green waste at either Pitsea Tip or Barleylands Depot, Billericay, free of charge and pink sacks could also be collected at Barleylands.

**93/22 Neighbourhood Development Order (NDO) update:** To discuss the current position of the Neighbourhood Development Feasibility Study.

Meetings had been held with Basildon Council Planning Policy and Essex County Council Highways to progress the NDO. The meetings with ECC Highways had been positive but the meetings with Basildon Planning Policy were less constructive. The Parish Council consultants O'Neill Homer were compiling various reports to provide the evidence required to support the NDO Feasibility Study which would then form the basis of the NDO document. At the current time the Parish Council had set aside the Neighbourhood Plan due to Basildon Council withdrawing its Emerging Local Plan in March 2022. Once sufficient progress has been made regarding the various reports the Parish Council will meet with the residents of the Steering Group to discuss the proposals and then consult further with all interested parties.

**94/22 Handy Person Project:** To update on the situation with the Handy Person project.

The Parish Clerk advised that a funding application submitted in 2022 to continue with the Parish Council's Handy Person Service had been unsuccessful and because of this the Parish Council were unable to continue with the service or continue employing the member of staff due to insufficient funds. The Project was very successful and had been well supported by the community. The Parish Clerk would continue to seek funding from other sources but there were very few funding streams that supported staff costs and the Precept had not built up enough funds over the past 18 months to cover the Handy Person Service without financial support.

**95/22 Date of next meeting:** The date of the next Parish Council Meeting

The date of the next Parish Council Meeting was confirmed as 22<sup>nd</sup> February 2023 at 7.30 pm at the Benbow Club 77 Pound Lane, Bowers Gifford, commencing at 7.30 p.m. The press and public are invited to attend.

Signed..... Councillor Bernard Foster, Chair

Date: 22<sup>nd</sup> February 2023