

LITTLE BURSTEAD PARISH COUNCIL MEETING TO BE HELD AT LITTLE BURSTEAD VILLAGE HALL, LAINDON COMMON ROAD ON WEDNESDAY 16th SEPTEMBER 2025 COMMENCING AT 7.30 P.M. for the transaction of business as set out below.

Members of the public and press are cordially invited to attend.



Mrs Christine Barlow
Acting Parish Clerk to Little Burstead Parish Council

AGENDA

- 25/41 Apologies for absence:**
- 25/42 Members Declarations of Interest to items on the agenda:**
- 25/43 Co-Option of new Councillor:**
- 25/44 Public Forum:** An opportunity for Members of the public to raise issues.
- 25/45 Ward Councillors:** Time is set aside for Borough Councillors to address the meeting.
- 25/46 Minutes:** Members to consider and approve the Minutes of the Parish Council Meeting held on Tuesday 1st July 2025.
- 25/47 Parish Clerk/RFO changes:** To update on the position of the Parish Clerk/RFO.
- 25/48 Clerk's Report:** To update on Parish Council matters and projects:
- Publication of October Times
 - Vehicle Activation sign, Laindon Common Road.
 - War Memorial and Planters.
 - Japanese Knotweed.
 - Miscellaneous Items to include: The Green: Oak Tree: Bench: Fruit Trees.
 - Changes to Parish Council Domain details.
- 25/49 Finance Report:**
- To provide a summary account of income and expenditure since the last meeting on 1st July 2025 and reconciliation of quarterly report.
 - To report on changes to the Parish Council Bank account.
 - To approve and sign bank payments.
 - Changes to Parish Council Asset Register.
 - Parish Council Insurance.

- 25/50 Planning:** Councillors to review and comment on Planning Applications under the Town and Country Planning Act 1980 (as amended) and received since the last meeting on 1st July 2025 and those determined by Councillors under delegated authority to the Clerk:
- Planning Application 25/00009/S211:** Reduce front hedge by 2 foot. Reduce ash trees by 20 foot x 3 Remove Corylus avellana Hedge has grown significantly, to bring down from 8.5 foot to more manageable level. Reduction of Ash trees due to height and vicinity of houses. Corylus avellana is causing issues due to overhanging. Also encouraging vermin due to nuts. | Sleepy Willows Laindon Common Road Little Burstead Billericay Essex CM12 9TL
- Planning Application 25/01153/FULL:** Demolition of existing garage conversion and erection of two storey front/side extension, alterations and extension to rear dormer, alterations to elevations and insertion of rooflights | Roseleigh Green Lane Little Burstead Billericay Essex CM12 9TT
- Planning Application: 25/01070/FULL|** Retrospective application for the use of four cabins in connection with the existing children's nursery (Use Class E), including ancillary office use to support the nursery | Nursery At Little Burstead Farm Shop Tye Common Road Little Burstead Billericay Essex CM12 9SB
- 25/51 Meetings with Developers:** To confirm dates of meetings with Bloor Homes and Gleeson (if available)
- 25/52 Remembrance Sunday:** To discuss arrangements for Remembrance Sunday 9th November 2025
- 26/53 Website changes and change-over to Windows 11:** Members to discuss and agree timetable.
- 25/54 Date of next meeting:** To confirm the date of the next meeting of the Parish Council.

Email: littlebursteadpc@gmail.com

All agendas and minutes can be viewed on the Parish Council's website.

<https://e-vote.org.uk/lbpc>