

LITTLE BURSTEAD PARISH COUNCIL MEETING TO BE HELD AT LITTLE BURSTEAD VILLAGE HALL, LAINDON COMMON ROAD ON TUESDAY 17th MARCH 2026 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
Parish Clerk to Little Burstead Parish Council

AGENDA

- 82/25 Apologies for absence:**
- 83/25 Members Declarations of Interest to items on the agenda:**
- 84/25 Public Forum:** An opportunity for Members of the public to raise any issues.
- 85/25 Essex County Council/ Borough Councillors:** Time is set aside for Essex County Council / Borough Councillors to address the meeting.
- 86/25 Minutes:** Members to consider and approve the Minutes of the Parish Council Meeting held on 20th January 2026.
- 87/25 Clerk's Report:** To provide an update on Parish Council matters since the previous meeting on 20th January 2026.
- (i) To update on outstanding items raised at previous meetings
 - (iii) To update on the Parish Council Domian name change
 - (vi) To update the Parish Council Standing Orders and Risk Assessment and agree the Parish Council IT Policy.
 - (vi) To inform details for publishing the Spring Edition of Burstead Times
- 88/25 Finance Report:**
- (i) To provide a summary account of income and expenditure since the last meeting on 20th January 2026
 - (ii) To provide a quarterly breakdown of Income and Expenditure.
 - (iii) To agree the appointment of the Internal Auditor for 2025/26 Audit and confirm the date of the 2025/26 Internal Audit.
- 89/25 Parish Clerk/RFO Contracted hours:** Councillors to amend the Parish Clerk/RFO hours of work with effect from 1st April 2026.

90/25 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 20th January 2026 and those determined by Councillors under delegated authority to the Clerk:

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

25/01654/FULL: Extension to the existing stable building to provide additional stabling facilities. - Stead Hall Farm, Laindon Common Road, Billericay, Essex.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

26/00177/FULL: To construct an agricultural hay storage building. - Carvers Farm, Dunton Road, Little Burstead, Billericay.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

26/00180/FULL: Part change of use from agricultural land to a cat rescue Centre including the construction of two outbuildings and three lodge style cabins together with car parking, landscaping, boundary fencing and other associated work - Land Adjacent to Polka Dot Farm Day Nursery, Tye Common Road, Billericay, Essex.

91/25 Planning decisions: To update on planning decisions made since the meeting previous meeting on 20th January 202.,

92/25 Date of next meeting: To confirm the date of the Annual Parish Council Meeting as 19th May 2026.

Email: littlebursteadpc@gmail.com

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

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