

**PARISH COUNCIL ANNUAL MEETING TO BE HELD AT
LITTLE BURSTEAD VILLAGE HALL, LAINDON COMMON ROAD
ON WEDNESDAY 8th MAY 2019 COMMENCING AT 8.15 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
Clerk to Little Burstead Parish Council**

AGENDA

- 1/19 WELCOME**
- 2/19 ELECTION OF CHAIR:** To elect a Chair for the 2019/20 Parish Council year.
- 3/19 DECLARATION OF ACCEPTANCE:** Chair to sign Declaration of Acceptance of Office by elected Chair.
- 4/19 ELECTION OF VICE-CHAIR:**
- 5/19 APOLOGIES FOR ABSENCE:**
- 6/19 DECLARATIONS OF MEMBER'S INTERESTS:** To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.
- 7/19 MINUTES OF PREVIOUS MEETING:** Council to approve the accuracy of the minutes of the previous meeting held 13th March 2019 and Chair to sign.
- 8/19 MEMBER REPRESENTATION:** To appoint representatives to the following areas of interest:
- (i) Association of Basildon Local Councils (ABLC)
 - (ii) Basildon Borough Council Liaison Group
 - (iii) Footpaths
 - (iv) Planting
- 9/19 PARISH CLERK'S REPORT:**
- The Parish Clerk to update Councillors on Parish Council business since the last meeting on 13th March 2019.
- 10/19 PLANNING:** To record Councillors views and comments on Planning Application/s under the Town and Country Planning Act 1990 (as amended) as received from Basildon Borough Council.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:

19/00429/FULL

The Construction of a 3-bay car port - The Old Stables, Clock House Road, Little Burstead, Billericay, CM12 9ST

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 19/00626/FULL

Construction of stable building including change of use of site from agricultural to equestrian use. - Stead Hall Farm, Laindon Common Road, Billericay, Essex

11/19 PLANNING DECISIONS AND COMMENTS: To receive updates and comments regarding planning applications discussed at previous Parish Council meetings.

12/19 FINANCE REPORT:

- (i) To confirm the Parish Council's current financial position.
- (ii) To confirm the Parish Council's bank account signatories for 2018/19
- (iii) To agree and confirm the budget for small estate maintenance works for 2019/20.

13/19 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/2020:

- (i) To approve the Annual Governance Statement ensuring a sound system of internal control is in place for Parish Council finances.
- (ii) To approve the Annual Accounting Statement
- (iii) To confirm the completion of the Parish Council's Internal Audit and discuss any recommendations within the report.

14/19 PARISH COUNCIL INSURANCE RENEWAL: To discuss and confirm the renewal of the Parish Council's Insurance and Public Liability for 2019/20 with effect from 1st June 2019

15/19 PUBLIC RIGHT OF WAY MODIFICATIONS: To receive comments from Councillors on proposals by Essex County Council to divert public footpaths within Little Burstead.

16/19 BROADBAND IMPROVEMENTS: Councillors to discuss approaches by County Broadband to improve broadband connections to Little Burstead.

17/19 VILLAGE DEFIBRILLATOR: To further discuss the purchase and funding of defibrillator for the village.

18/19 VILLAGE HALL NOTICEBOARD: To discuss a request by the Village Hall Committee to joint fund a new Village Hall Noticeboard.

19/19 PARISH COUNCIL MEETING DATES FOR 2019/2020: To agree the dates of Parish Council meetings for 2019/2020.

20/19 DATE OF NEXT MEETING: To confirm the date of the next Parish Council meeting as Wednesday 10th July 2019 at 7.30 p.m.

AMENDMENT TO AGENDA

ADDITIONAL PLANNING APPLICATION – LATE NOTIFICATION

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
19/00627/FULL**

Construction of greenhouse - Stead Hall Farm, Laindon Common Road Billericay
CM12 9TD

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:
19/00698/FULL**

Proposed works and extension to Raybourne Cottage and construction of one
detached dwelling (resubmission of application no. 15/01024/FULL - Raybourne
Cottage Rectory Road Billericay Essex