

Minutes of the Meeting of the Little Burstead Parish Council,
held at Little Burstead Village Hall,
on Wednesday, 13th November 2013 at 7.30pm

Present: **Councillor Savage (Chair)**
Councillors Dean, Mence and Mohseni.

In Attendance: Mrs. Kim Barford, Clerk to the Parish Council
PC Wyn Sharp, Burstead Team, Essex Police
LBPC Footpath Representative – John Daffin
4 Members of the public

59.13 Cllr Savage welcomed those present to the meeting. There was then a tribute to Cllr Michael Smith who had recently passed away. Cllr Savage spoke of his most supportive contribution to the Parish Council, being a founder elected member and how his presence would be very sadly missed by the current membership and all those known to him throughout the village. Family and friends being in everyone's thoughts at this sad time.

60.13 Apologies for absence - None

61.13 Declarations of Interests - None

62.13 Minutes

Members considered the minutes of the Meeting of 11th September 2013. The minutes were then approved and duly signed by the chair.

63.13 Matters arising from minutes of previous meeting - None

The meeting was adjourned.

64.13 Public Forum

Members of the public present spoke of various matters including Rectory Road flooding, potholes and the 2014 Real Poppy campaign.

65.13 Police report – PC Sharp said recent crime statistics reveal two main types of crime, criminal damage (2) and burglary (10). Cllr Savage asked if any notices available to warn people of burglary. PC Sharp said yes and will arrange for the clerk to receive a poster for the noticeboard.

The meeting reconvened.

PC Sharp left the meeting.

66.13 Reports by designated officers of the Council:

- a. Public Rights of Way and paths – John Daffin gave a brief progress update on parish paths and local liaison. Cllr Savage said signs were still awaited. JD has the signs and will be in touch with Cllr Savage. Concern re the on-going poor condition of footpath 59 was raised again by Cllr Savage. It was thought by JD that ECC Highways due to maintenance budget constraints would be unable to assist. Cllr Savage suggested and it was agreed by members that with permission other avenues of potential support to instigate action be explored.
- b. Repairs and improvements to the Parish's roads to include an update regarding:

Rectory Road – Surface water still a problem. ECC Highways had advised that the work was

imminent to excavate and connect the drain lines at the point where it currently seeps on to the road. Members had taken on board residents concerns regarding the long running problem. The clerk to maintain contact with the engineer and keep members advised on developments.

Cllr Savage enquired as to the progress of the introduction of 40mph speed limit areas with the Parish. The clerk gave an update. It was still not known as to whether the parish council's suggestion for extensions to the proposed schemes were to be included. Cllr Twitchen has advised enquiries are underway.

- c. Verges – It was agreed that in general the verges with the additional cut and liaison with the Borough Council were in a better condition this year. The clerk said at a higher eye level hedges and overgrowth were still a problem roadside and at certain junctions after the recent storms which were reported via ECC Highways and to the Borough Council. Cllr Savage reiterated that it was possible via the ECC website for residents and all members of the public to report any highway, path and verge problems.
- d. The on-going repair and improvement of the village pond – Surface weed growth of concern and information and costings regarding its removal are being explored by Cllr Savage and the clerk.

67.13 Planning matters

- a. To consider recent applications - None.
- b. Members ratified and formally approved comments, following member consultation, submitted to Basildon BC for applications received prior to meetings.

Planning Application No: 13/01001/FULL

Two storey side extension plus application of stained timber cladding to lower part of front elevation of existing building

Ladyspring Wood, Dunton Road, Little Burstead

The parish council express concern concerning the development with the property being within green belt. It is also felt the proposed extension detracts from the style and is not in keeping with the existing dwelling.

Planning Application No: 13/01011/FULL

Bullers Farm, Clockhouse Road, Little Burstead

Conversion and extension to agricultural building to create a private dwelling house

The Parish Council wishes to protect and retain existing classes of property within the green belt.

There is concern regarding the change of use of an agricultural building to a dwelling, particularly with the property being within Little Burstead Conservation Area. Access is also of concern. The site for this and neighbouring property has poor access via an unmade road track beside the village green.

- c. Members noted recent decisions by Basildon BC:

13/00770/FULL – GRANTED

Single storey extension

Bobtail Barn, Laindon Common Road, Little Burstead

13/00787/FULL - GRANTED

Harold Wood, Green Lane, Little Burstead

Proposed gable roof to rear with bonnet dormer to south roof slope, forming first floor extension

13/00929/FULL - REFUSED

Construction of side conservatory and change pitch on shower room roof to side
Ashleigh, Laindon Common Road, Little Burstead

68.13 Trees

Trees on offer again from The Woodland Trust in an effort to create more woodlands throughout the UK. Cllr Savage proposed that further to those supplied and planted last year, more could be added to the village green. Members in agreement and it was suggested and agreed that Cllr Savage/the clerk contact Neil Sumner of Living Landscapes to obtain advice regarding the most suitable varieties.

69.13 Street furniture and signage

- a. Finger post signs within Parish – The clerk advised that the appointed contractor had not, due in some part to the wet weather, completed the redecoration and he advised he would not now not be able to complete the project prior to the winter. The clerk felt the contractor had been rather unreliable and will now contact the original contractor, Lee Johnson to see if he can undertake the project when drier weather arrives.
- b. Royal Mail Post Box – The clerk had submitted a listed status application to English Heritage. The regional office had been back in touch and advised that English Heritage has an agreement with Royal Mail that they will not remove historic post box and English Heritage’s policy is therefore not to list them. A copy of the letter to be retained and copies provided to members for reference. The clerk will report the missing front plate to Royal Mail and request replacement.
- c. Replacement of stolen signage – The missing village gateway sign in Botney Hill Road had not been replaced by ECC Highways despite two requests. Members requested the clerk seek replacement by the local company, Kaspa Signs with the Parish Council bearing the cost. The clerk to refer to ECC Highways before placing an order.
- d. re placing an order.

70.13 Finance

- a. Members approved the following payments:
 - Clerk Salary October/November
 - Cllr Savage Expenses £76.46
 - Cllr Savage Expenses £206.92
 - Clerk expenses £36.45
- b. Cllr Mohseni had viewed and approved the accounts for the period to 10th November 2013.
- c. Members discussed the budget for 2014/2015. The clerk spoke of current year costs, the suggested projects for 2014/2015 and the possibility, as for 2013/2014, of a small sum being available from central government via the Borough Council. It was proposed by Cllr Savage and agreed by members the precept for 2014/2015 be £5,800.

71.13 Laindon Common – Proposed footpath

Members were advised funding recently awarded to Laindon Common Conservators for creation of a permissible natural footpath alongside Laindon Common Road from The Dukes Head to Laindon Common Car Park area. John Ellis of Laindon Common Conservators updated members regarding the envisaged route of the path. It was hoped the path would encourage those attending football matches in the adjoining field to park in the LC top car park area and walk through to the field. Currently inconsiderate parking obstructed and damaged the verges during match/training times. Members requested the clerk send a letter to the Football Club requesting that, to improve safety and accessibility, cars be parked in the top LC car park.

72.13 Training and forthcoming conferences

- a. Members considered training courses/sessions available which included:

Basildon BC – Member Training and Development, 21st November 2013, 7-9pm.
Basildon Citizens Advice Bureau Briefing, 28th November 2013, 6.30 – 8pm.
The clerk requested members advise her if they are available and wish to attend.

73.13 Clerks Report

Members were updated regarding recent correspondence.

74.13 ABLC, LLC , EALC, RCCE and other associated bodies

No updates available.

75.13 Consultations

a. London Airspace Consultation – Open until 21st January 2014. This the first stage in a wider programme of airspace modernisation to be complete by 2020. This stage addresses changes to airspace supporting Gatwick, London City, Southend and Biggin Hill airports. Views can be submitted online at: www.londonairspaceconsultation.co.uk . Members had received direct notification and will respond individually.

b. NALC Council tax support funding survey - Parishes encouraged to make direct proposals to DCLG under Sustainable Communities Act, 2007: The legal order allowing parishes to formally make direct proposals to the DCLG Secretary of State under the Second Round Invitation of the Sustainable Communities Act, 2007. Members discussed. The clerk to draft a response which will be circulated to members.

76.13 Agenda items for next meeting – No specific items at present

77.13 Date of next meeting: Monday, 8th January 2014 at 7.30pm