

Minutes of the Meeting of the Little Burstead Parish Council,  
held at Little Burstead Village Hall,  
on Wednesday, 9 November 2011 at 7.30pm

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

In Attendance: **Mrs. Kim Barford, Clerk to the Parish Council**  
**One member of the public**

The chair welcomed those present to the meeting.

**93/11 Apologies**

Essex County Cllr Kay Twitchen had sent her apologies.

**94/11 Declarations of Interest**

There were no declarations of interest.

**95/11 Minutes**

Members considered the minutes of the meeting of 14 September 2011. Cllr Daffin requested a number of amendments to the minutes. Debate ensued. It was been noted that the item 'Matters arising from previous minutes' had not been included. The clerk advised that it was not included as it had not been an agenda item at the September meeting, an omission on her part. Cllr Smith requested it be included within the agenda in the future, all members were in agreement. With certain minor amendments made the minutes were then approved by all members.

Members to in future receive printed minutes within one week of the meeting, all via the post with the exception of Cllr. Daffin who preferred email copy.

The meeting was adjourned.

**96/11 Public Forum**

The member of the public thanked the Parish Council for the provision in the latter part of 2010, of additional footpath in Lain don Common Road.

Concern was expressed regarding car parking which sometimes blocked the pathways. Problem areas were by the village hall and by the pub when football was taking place. Members agreed to bring the matter to the attention of the Village Hall Mgt. Co. and the football club.

Members were advised of the services available from Basildon District Volunteer Carers and agreed to publicise the services on the notice board and at annual events.

The improvement to the 256 bus service was appreciated but disappointment was expressed that a service was not available along Laindon Common Road.

The meeting reconvened.

**97/11 Police report**

- a. Members received an update from Cllr's Dean and Savage. A poster was still awaited to give up to date contact information for the Police. The clerk to continue to pursue.
- b. Policy proposal – Deferred to January meeting.

**98/11 Reports by designated officers of the Council**

Members received updates:

- a. Public Rights of Way – Cllr Daffin arranging a meeting with Chris Brown to discuss current state. The definitive map, detailing PROW's within the parish to be publicised.  
Byway 56, request for downgrade to bridleway. Members were advised of the response to letter sent to ECC Highways; an extensive legal process had been referred too. Cllr Daffin, as PROW Officer said he would pursue with ECC.

- b. Repairs and improvements to the Parish's roads, paved walkways and verges:

Frustration was expressed regarding the limited extent of recent works undertaken to Rectory Road and Botney Hill Road. The clerk updated members regarding her recent communications with the ECC Highways Liaison Officer and conveyed their reduced budget capabilities. Members received draft letters from Cllr Daffin. Correct protocol was discussed. The clerk to write a letter, include points raised by members and to relay the on-going concerns, of the Parish Council.

- c. The location, repair and improvement of the Parish's ponds – Members received an update from Cllr. Savage. An Essex Probation Community Payback team had recently completed extensive maintenance work to the verges of the Village Pond. It was suggested a post and chain fence similar to that recently installed at the War Memorial be sourced to improve roadside pedestrian safety. The clerk to obtain quotations.  
Cllr Savage to produce a schedule for future maintenance and report at meetings.

## 99/11 Planning matters

- a. No applications had been received subsequent to the publication of the agenda.
- b. Members noted recent decisions by Basildon BC:

11/00698/LDC **Decision:** Granted **Date:** 27 October 2011  
To establish the lawfulness of an existing outbuilding  
Acacia Broomhills Chase Little Burstead

11/00877/FULL **Decision:** Granted **Date:** 26 October 2011  
Single storey rear extension with raised ridge  
Many Berries, New Road, Little Burstead

- c. Members updated regarding status of outstanding 'other applications':

10/01191/AGBAS  
Erection of an agricultural storage building  
Richdan Farm, Tye Common Road, Billericay

The development in place although still officially pending on website. The planning officer advised the development proceeded as the period for consultation had elapsed.

## 100/11 Finance

- a. Budget 2012/2013 – Members considered draft budget. Discussion ensued. Cllr. Daffin proposed the precept for 2012/2013 be £5,500 (Five thousand five hundred pounds) which was approved by all members.
- b. Members approved the following payments:  
Clerk salary October/November 2011

Bluehouse Hardwoods Ltd.) – Post and chain fencing to War Memorial, including installation £536.49 including VAT  
Roger Savage (Re-imburement re. Ingatestone Garden Centre) - 4 x planters, seeds, bulbs, compost and plants for War Memorial £269.31 including VAT  
Audit Commission – 2010/2011 Audit Fee £144 including VAT  
Roger Savage (Reimbursement re. Parker Bulbs) £246.95

**101/11 Highway and Gateway signs**

The clerk updated members regarding her recent communications with Highways about replacement of stolen signs.

**102/11 Finger post signs within Parish**

Members noted the posts had been cleaned, and expressed thanks to Cllr Savage and his wife who had undertaken the work. The clerk to obtain quotes for re-decoration for consideration at a future meeting.

**103/11 Laindon Common**

Members were updated regarding communications with John Ellis, LCC. Chris Brown had advised path way works were planned.

**104/11 Clerks Report**

Members received and considered the report which each meeting included recent correspondence. Members requested the clerk also provide printed further detail within future reports.

**105/11 ABLC, LLC, EALC and other associated bodies**

The Local Liaison Committee still currently suspended. No other reports available. Cllr Daffin notified members that an ABLC planning meeting was coming up which would be reported upon at future meeting.

**106/11 Staff Appraisal**

The chair advised it had not taken place. Debate ensued and members to discuss.

**107/11 Standing Orders and Financial Regulations**

Deferred.

**108/11 Date of next meeting**

Members noted the date of the next Parish Council meeting:  
Wednesday, 11<sup>th</sup> January 2012 at 7.30pm.

**The meeting closed at 10.05pm.**

**Signed .....**

**Dated .....**