

Minutes of the Little Burstead Parish Council meeting
held at Little Burstead Village Hall,
on Wednesday 10th January 2018 at 7.30pm

Present: Councillor David Clark, Councillor Katrina Watts.

In Attendance: Mrs. Christine Barlow, Clerk to the Parish Council

Members of Public: Nil

55/17 Apologies for absence:

Councillor John Mitchell and Councillor Abi Mohseni

As the Parish Council was inquorate, due to insufficient Members being in attendance, no agenda matters which required a decision by the Parish Council could be agreed. However, Councillors present, decided to continue with the meeting in order to present their views and for the Parish Clerk to provide an update as appropriate in order to retain consistency.

56/17 Declarations of member Interests: To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

None received

57/17 Public Forum: To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)

No members of the public were present to raise any issues.

58/17 Minutes: Members to approve the minutes of the Parish Council meetings held on 8th November 2017

Members present were unable to agree the minutes as the meeting was inquorate. Approval of the minutes of 8th November 2017 were therefore deferred to the next Parish Council meeting on 14th March 2017.

59/17 Clerks Report: The Parish Clerk to update on relevant matters since the previous meeting on 8th November 2017

Circular Walk: The Clerk had spoken to the Public Rights of Way Officer regarding issues raised at previous meeting regarding the route across Chase Farm and the fact that it was no longer accessible due to the actions of the farmer. The PROW Officer had advised that he had been in discussion with the farmer who had expressed an intention to submit an application to redirect the footpaths on his land to make it easier for walkers. This would mean that the Circular Walk maps may need to be re-drawn if the application was successful. The PROW Officer was also

looking at two of the bridges along the Circular Walk near Chase Farm one of which was in a state of disrepair and one had been rebuilt in a different location.

Byway 56: The Clerk had asked Essex County Councils Public Rights of Way (PROW) Officer for an update on Byway 56 which had been closed to prevent unauthorised use and asked the Officer if further investigations regarding the footpath status could be investigated once again.

Height barriers at Ellis Field: A letter had been received from the Petre Trust in reply to the proposals of the Parish Council to install a barrier across Ellis Field to prevent illegal occupation. The Trust were not supportive of the proposal in regard to the installation of height barriers but did agree their needed to be further measures in place to reinforce the entrance to the field and prevent illegal access and suggested setting up a meeting with the Parish Council to discuss matters further and to include members of the Village Hall Committee in the discussions.

Broome Cottage, Broomhills Chase: A response had been received from Basildon Council's Planning Officer informing that a site visit had been undertaken regarding the construction of the 4-metre-high outbuilding at Broome Cottage. The Parish Clerk had been informed, by email, that the building was a gym/summerhouse and that it currently did not constitute a breach of planning as the building was not being used independently of the main dwelling house. However, should the building be used for a different purpose this might constitute a breach of planning control and the owner had been advised by letter of this fact.

Tye Common traffic calming: Following approaches to Essex County Council regarding improving traffic calming adjacent to The Croft, Tye Common Road, proposals to install SLOW road markings, reflective studs and barriers had been confirmed. The proposals would be submitted for approval to the Local Highways Panel on 29th January. If approved the work would be carried out as part of the 2018/19 Budget. The resident of The Croft had been updated on progress by telephone and confirmation would follow as soon as the budget to carry-out the works had been confirmed by the Highways Panel

Superfast Broadband: Notification had been received regarding Essex County Council's Superfast Broadband Event on 22nd January 2018 to update Parish/Town Councils on the Essex broadband rollout. The Parish Clerk was proposing to attend this event.

Consultation: An email had been received advising that a joint commission of adjacent Councils (Essex County Council, Southend Borough Council and Basildon Borough Council) were to carry out research and consultation to formulate a South Essex-wide Playing Pitch and Built Facilities Assessment Strategy in regard to recreational facilities and that the Parish Council might be contacted for comment during the process. Councillors were advised that the facilities within the Parish included the Village Hall, the football pitch adjacent to the Dukes Head Public House and the pitch which Billericay Colts Football team used.

Road closure: Information had been received from Essex County Council regarding the closure of Landon Common Road from 29th January – 9th February

2018 to enable British Telecom to carry out ducting works in order to supply fibre broadband for their network in the village. Access would be permitted for residents and emergency vehicles only during this period.

Waste Local Plan: A letter had been received from Essex County Council advising that Essex County Council and Southend-on-Sea Borough Council had both adopted their joint Waste Local Plan from 11th July 2107 and 19th October respectively. More information could be obtained from mineralsandwastepolicy@essex.gov.uk

Heritage funding: A letter had been received from the Heritage Trust regarding funding that was available to various organisation for projects promoting and restoring the heritage of the County. The Parish Clerk suggested that funding might be sought to cover the refurbishment of the telephone kiosk and would make enquiries.

Councillors present asked for an update regarding the issues raised in respect of the buildings on Dunton Boot sale site. The Parish Clerk would make further enquires with Basildon Council Planning Enforcement Officers

60/17 Planning: Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01648/LBBAS

Pool house: To enclose existing swimming pool with link to listed building, separate pump house, ancillary utility & surface water drainage connections - Stockwell Hall, Clock House Road, Little Burstead, Billericay, Essex

The Parish Council had already sent a response to the application prior to the meeting and the Parish Clerk advised that no objections had been raised by Councillors. It had been considered that as the main property was a listed building the integrity of the building would be preserved by the appropriate authorities.

TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/01777/FULL

Two storey rear extension with accommodation in roof space and single storey side extension linking to garage - The Rectory, Rectory Road, Little Burstead, Billericay, Essex

Parish Councillors had raised no objection to the rear and side extension but felt that the flat roof of the linked section was out of character with the main building and extension. Absent Councillors had expressed the same comment. The Parish Clerk would forward the collective view of the Parish Council to Planning Officers.

61/17 Planning decisions and comments: To receive updates and comments on decisions in respect of planning applications since the last meeting.

APPLICATION NO: 17/01361/FULL - Demolish existing dwelling and construct a 4-bedroom detached chalet - Chase End, Broomhills, Essex – **Granted**

APPLICATION NO: 17/01216/FULL - Single storey rear extension - Mae-Val Green Lane Billericay Essex - **Granted**

62/17 Finance Report:

- (i) To receive a statement from the Parish Council’s Responsible Finance Officer regarding the Parish Council’s current financial position.

The Responsible Finance Officer provided a statement of account regarding the Parish Council’s current financial position to Members present for information.

	£
Bank Balance as of 8 th November 2017	8,312.72
Bank Balance as of 10 th January 2018	7,377.89
Expenditure	934.83
Income	Nil

Breakdown

Expenditure

(688) Clerk Salary Oct & Nov inc. Office use & Telephone	620.58
(689) Stationary	37.79
(690) HMRC Clerks Tax	138.60
(691) Printer Cartridges x 4	<u>137.86</u>
	934.83

Income: Nil

- (ii) Councillors to agree the Parish Council Precept for 2018/2019 as required under the Local Government Act 1972.

Basildon Council had advised all local Councils of their intention to withdraw payment of the Local Council Tax Support (LCTS) Grant which was paid to them by central government and had, for the previous three years been passed onto local Councils as a grant over and above the Precept payment. This grant, which was different for each Parish/Town/Village Council had been £206.54 in 2017/2018 for Little Burstead and was used to provide an additional benefit to the community as a whole. A letter had been sent by the Parish Clerk on behalf of the Parish Council commenting on the Parish Council’s dissatisfaction of the impending withdrawal of this grant. The Policy & Resources Committee would confirm their final decision at their meeting on 8th February 2018.

No decision could be made regarding the Precept amount for 2018/2019 as the meeting was inquorate but the views of Councillors present was that the Precept should increase by around 3% to cover any increases in costs in 2018/2019 in order to sustain reserves and keep the Cou

ncil's finances in line with inflation. The Parish Council would need to discuss this matter further and once agreed would advise Basildon Borough Council accordingly of their decision.

63/17 Funding request: To discuss a request by Little Burstead Village Hall Committee to support the purchase of a hi-fi system.

This item was deferred until the Parish Council meeting on 8th March 2018.

64/17 To discuss/update on matters of a general nature in respect of:

Laindon Common Road closure: Reported in Clerk's Report.

Circular Walk funding: No reply had been received regarding the Parish Councils funding application due to a hold up in ECC administration process.

Ellis Field Height Barriers: To request a meeting with members of the Petre Trust and Village Hall Committee to discuss. The Parish Clerk to contact each organization and arrange a mutually agreed date to meet.

Adoption of Little Burstead Village Telephone Kiosk: An email had been received from BT Payphones advising that the Parish Council's purchase of the Village Telephone Kiosk had been confirmed. Once the box has been decommissioned the purchase would be complete. The Parish Clerk had been advised that there might however be a delay in the work being carried out as the BT engineers had to undertake further training to cover new processes before the work could be carried out and as they subsequently had a backlog of work it may take some weeks before the transaction can actually be completed.

65/17 Date of next meeting: To confirm the date of the next Parish Council meeting as 14th March 2018.

The date of the next meeting was confirmed as 14th March 2018 at Little Burstead Village Hall, Laindon Common Road at 7.30 p.m.

