

Minutes of the **LITTLE BURSTEAD ORDINARY PARISH COUNCIL MEETING** held at the Village Hall on **TUESDAY 12<sup>th</sup> NOVEMBER 2024**

**In the Chair:** Cllr. Clark.

**Present:** Cllr. Cooper, Cllr. Watts, Cllr. Ashcroft

**Officers:** Mrs Stephanie Robinson (Clerk & RFO)

**Members of the public:** 31

**Meeting started at 7.30 pm.**

Matthew Bean and Ben Hatt from Gleeson homes were in attendance to discuss their developments in the area and the possibility of biodiversity opportunities within Little Burstead.

**24/25.046 Apologies for absence**

None.

Cllr. Moore sent his apologies.

**Noted.**

**24/25.047 To receive Members' Declarations of Interest in items on the agenda.**

Cllr Ashcroft declared an interest in the planning application **24/01178/FULL** as it is her neighbour.

**Noted.**

**24/25.048 Minutes**

Members considered and approved the Minutes of the Ordinary Parish Council Meeting held on Tuesday, 10<sup>th</sup> September 2024.

**All agreed.**

**24/25.048 Clerk's report**

Little Burstead Times – successfully went to print. Well received. Clerk will send a copy to the British Library as required.

Remembrance Sunday – wreath and refreshments provided. Hope all went well.

Knotweed – report sent to Cllr. Moore and reminder that he had been contacted in July regarding the problem. He has forwarded the report to the relevant officers and notification that an inspection will take place has been received.

Budget – later in the agenda.

Council liaison meeting – not very much of use discussed. Mainly the deadlines for the Local Plan Consultation should the plan be approved by full council on the 14<sup>th</sup> November the consultation will open on the 18<sup>th</sup> November and will close on the 12<sup>th</sup> January 2025. **Noted.**

**24/25.049 Finance**

a) To approve and sign payments at this meeting.

**PAYMENTS MADE SINCE SEPT MEETING**

|   |         |
|---|---------|
| S.ROBINSON (oct wages, subsistence, tel & bb, Microsoft + HP) | £494.57 |
| HMRC (oct tax )   | £110.80 |
| Japanese Knotweed Eradication Ltd (survey)                    | £180.00 |
| S. ROBINSON (repayment of instant print invoice)              | £311.90 |

**PAYMENTS TO AUTHORISE AT THIS MEETING**

**S.ROBINSON**

|   |         |
|---|---------|
| (nov wages, subsistence, tel & bb, Microsoft + HP+ Remembrance Sunday expenses) | £525.77 |
| HMRC (nov tax )   | £110.80 |
| ROYAL BRITISH LEGION (Poppy wreath)   | £50.00  |

- b) Members to approve the accounts/bank reconciliation for October 2024.  
Cashbook balance £20,077 **All agreed.**

**24/25.050 Budget 2025/26**

Members discussed and decided upon the budget for the financial year 2025/26. Expenditure budget was set at £20,432. **All agreed.**

**24/25.051 Precept 2025/26**

In light of the budget agreed at 24/25.050 Members decided upon the Precept demand for 2025/26. The precept will remain at £17,710. The deficit of funding for the expenditure budget will come from general reserves. **All agreed.**

**24/25.052 Grass cutting around the village**

Members discussed and decided Cllr. Clarke will purchase a strimmer for parish council use. Cllr. Cooper will make a map of the areas to be cut and will circulate to all the other councillors for agreement. Once the areas to be cut are agreed the Clerk will go out to contractors for quotes. **All agreed.**

**24/25.053 Biodiversity Plan**

Members discussed and decided to adopt the biodiversity plan put forward by Cllr. Cooper with a few amendments. **All agreed.**

**24/25.054 Planning**

To consider a list of planning applications below received since the last meeting and decided under delegated decisions to the Clerk.  
None

To consider Planning Applications received prior to the meeting.

**24/01204/FULL- Single storey rear extension to existing function room - Burstead Golf Club Tye Common Road Billericay Essex**

No objections

**24/01178/FULL - Proposed cartlodge - Spinnakers Laindon Common Road Billericay Essex**

No objections.

**24/01086/VAR - Variation of Condition 2 (Approved Plans) and Condition 3 (External Materials) of planning permission 21/00454/FULL (Site redevelopment to create four bedroomed and three bedroomed barn conversions including partial demolition of non-historic elements, full conversion, building remodelling and construction of cart lodge garaging together with associated landscaping works.) to incorporate changes to Barn 2. - Botney Hill Farm Botney Hill Road Billericay Essex**

No objection but would like to see all materials to match the existing listed property.

**All agreed.**

**22/23.055 Special edition of Little Burstead Times**

Members discussed and decided not to issue a special edition of the Little Burstead Times highlighting the latest developments with regards to the Basildon Local Plan. A meeting will be held instead, sometime in December – date to be agreed with Village Hall.

**All agreed.**

**22/23.056 Reports from Councillors/Borough and County councillors.**

**Cllr. Watts** - ABLC is next week. Nothing to report.

**22/23.057 Items from Councillors to be added to the next Agenda.**

Financial regulations

War memorial

Pc email.

Next edition of LBT.

Tree at the pond

**Meeting closed at 21.46**

Email: [littlebursteadpc@gmail.com](mailto:littlebursteadpc@gmail.com) Text:

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