

Minutes of the Little Burstead Parish Council  
 Meeting held at Little Burstead Village Hall,  
 on Wednesday 13<sup>th</sup> September 2017 at 7.30pm

**Present:** Councillor John Mitchell, Councillor David Clark,  
 Councillor Abi Mohseni, Councillor Katrina Watts.

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

**Members of Public:** 11

29/17 Apologies for absence: None all Councillors were present

30/17 Declarations of member's interest – To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.

None received.

31/17 **Public Forum:** The meeting will be opened to the public to give residents an opportunity to ask questions.

(i) A petition from residents concerning a music event at Stead Hall Farm over the weekend of 21<sup>st</sup> August 2017, which resulted in loud music and general disturbance to residents over a 24hour period, was presented to the Parish Council. Residents stated that this was not the first time such an event had been held and they had been informed by the owner it had been a charity event but they considered it was a commercial not a private activity. Residents advised they had made enquiries regarding the beneficiaries of the alleged charitable donations but found the recipients had received no donations as a result of the event or were aware they would benefit from any such donations.

(ii) The Parish Clerk advised that when she had initially received an email regarding the disturbance she had contacted Basildon Council's Environmental Officer and been advised that the last complaint in respect of any disturbance at the property had been received 14 months previously and as this new activity did not constitute a regular occurrence. However, the Officer advise would send a letter to the owner of Stead Hall Farm under the Environmental Protection Act 1990 drawing to the owners' attention the complaint of allegedly causing a disturbance including playing loud music. Following a discussion Councillors agreed to forward the petition to Basildon Council Environmental Department in order to reinforce the depth of feeling by residents in regard to the event or similar events of this type in the future and for appropriate action to be taken if there were further occurrences.

(iii) A resident asked if the Parish Council were aware of groundworks at Broome Cottage, Broomhills Chase. The Parish Council advised they were not aware of any planning application but would make some enquiries.

(iv) By way of feedback Roger Savage advised that the Community Payback Team were still being engaged to help carry out minor works in the village to help keep it tidy. The hedge around Ellis Field was in the process of being pruned. Councillors requested that the hedge be kept at a consistent height along its length. Roger had repainted the Beacon and cut the grass around the War Memorial. The sign at the junction of Broomhill Chase and Laindon Common Road, as requested, had also been moved further along the road.

(v) A resident asked if the 7.5 tonne sign at the end of Rectory Road could be cleaned.

(vi) Concerns were raised once again regarding the speed of traffic in Laindon Common Road and the Parish Council was asked what it could do. Councillors stated that due to the lack of response from the village regarding sufficient volunteers to take part in the Community Speed Watch Project it had been cancelled as at least 12 volunteers were needed to successfully cover the project rota. A traffic survey undertaken by Essex County Council in 2016 had shown that average speeds were much lower than previously reported. Councillor Mitchell also advised that the Parish Council were researching other forms of speed reduction including Village Gateways located on the verge to help alert drivers to keep within the speed limit. Research showed that visual features helped slow down traffic in rural areas and residents could help by photographing any appropriate location where such features could be installed. He advised that some signs had been made to be displayed around the village to help alert drivers to the 30mph speed limit.

**32/17**

**Minutes of Parish Council Meeting held on Wednesday 12<sup>th</sup> July 2017:**

Council to approve the accuracy of the minutes of previous meeting held 12<sup>th</sup> July 2017 and the Chair to sign.

The minutes of the previous meeting were considered to be an accurate record of the meeting and were signed, as such, by Councillor Mitchell.

**33/17**

**Parish Clerk's Report:** The Parish Clerk to update on the progress of matters raised at previous meetings.

The Parish Clerk gave an update on issues raised at the previous Parish Council meeting:

Item 21/17(i): Essex County Council Public Rights of Way Officer (PROW) had been notified of the overgrown footpath FP47.

Item 21/17 (vi): At the July Parish Council a resident asked if "concealed entrance" signs could be placed at various locations in the village where the sight line was obscured from on-coming traffic. In order to move this request forward the Parish Clerk required more information in identifying the locations. However, no information was available and residents were also reminded that it was the responsibility of residents to ensure the entrance to their properties

could be clearly seen.

Item 21/17(viii): Basildon Council's Enforcement Planning Officer had been asked to investigate the issue of building, without planning permission, of a second barn at the Dunton Boot Sale site. No reply had been received to date in connection with this enquiry.

Item 21/17 (ix): The conifer hedge on the perimeter of Bobtail Cottage had been pruned back as far as possible.

(i) The Willows, Tye Common Road: Basildon Council Planning Enforcement Officer had advised that a request was made to the owner of The Willows to complete a planning application on 21<sup>st</sup> June in respect of a second barn built without planning permission on the property. To date no application had been received and the Enforcement Officer had now sent a further letter requesting a declaration of intent by 2<sup>nd</sup> October 2017.

(ii) Road safety measures adjacent to The Croft, Tye Common Road: A validation had been undertaken by Essex County Council Engineers and was proposed to introduce a SLOW markings on the road near the property, install reflective studs and reflective bollards, however, these measures would need to be verified by the Local Highways Panel at their meeting on 26<sup>th</sup> September 2017. The work would not commence until the 2018/19 financial year as the current works for the 2017/2018 budget had already been agreed. Councillor Mitchell expressed his concerns that some of the proposals were not contusive to location and he would still like to have, as promised, a site meeting which the Local Highways Officer to discuss. The Parish Clerk would contact the Local Highways Panel Liaison Officer to arrange the meeting once the outcome regarding the works, by the Local Highways Panel, had been confirmed.

(iii) A letter had been sent, from the Parish Council, to the owner of Forge House regarding the removal of trees on his property without prior permission. A neighbour had also contacted the Parish Clerk to advise that if the trees were installed in the same location as before they would obscure his sight – line when driving out from his property. Councillors pointed out the trees were required to be replaced but they did not have to be planted in the same location and could be planted in an alternative location within the curledge the property.

(iv) The Parish Clerk had sent a second letter to Mr. Cullen of Chase Farm regarding clearing the overgrown section of the Circular Walk which went across his land and also asked him to replace the posts which had been displaced and identified the designated path across his land.

(v) Condition of the footpath outside at Ivy Cottage: The Parish Council had raised resident's concerns with Essex County Council regarding the condition of the path but had received no response. However, the Clerk would continue to pursue the matter of the footpath and those around the village but residents also needed residents to do the same.

(vi) Ellis Field height barriers: Further to previous discussions regarding the height barriers at Ellis Field a quotation and drawing was distributed to Councillors for consideration. An Expression of Interest had been completed in regard to making an application for funding from ECC Community Initiative Fund. However, there was a need to approach the Puckle & Petre Trust for permission to erect the barrier as Ellis Field was in their ownership and the land was currently leased to the Village Hall Committee before a final application was made and a letter outlining the Parish council's proposals would be sent. The meeting was advised that it was understood there was a meeting of the Trust on 7<sup>th</sup> November and until the outcome of the meeting was known no funding application would be made.

(vii) Councillor Mitchell commented that the white van which had been parking in the layby near to the telephone box had returned to the layby on a permanent basis despite the owner agreeing to find alternative parking for the vehicle. If the van was not removed the Parish Council would consider their next course of action.

(viii) Councillor Mitchell confirmed that there was no update from Essex County Council regarding the culvert next to Brooke House. The Parish Clerk advised she would contact Essex County Council for an update.

**34/17 Planning – To record Councillors views and comments on Planning Application/s under the Town and Country Planning Act 1990 (as amended)**

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
17/01138/ABAS**

Application for advertisement consent to display new signage - The Dukes Head, Laindon Common Road, Billericay, Essex

Councillors raised no objection to the planning application.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
17/01210/OUT**

Construct one detached dwelling house - Land Adjacent to The Elms, Laindon Common Road, Billericay, Essex

Councillors having discussed the planning application considered that there was insufficient access to the property at the side of Coopers Cottages which was a listed building. The planned new building was too close to The Elms which was a listed building also. The planning application proposed new building in Green Belt and in a Conversation Area and as such it was considered that the application was visually unacceptable.

**34/17/1 Planning decisions and comments:** To receive updates and comments regarding planning applications within the Parish.

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:**

**17/00798/FULL**

Erect part single and part two storey rear extension - Casa Primeria, Laindon Common Road, Billericay, Essex – Application Refused

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/00773/FULL**

Single storey side and rear extensions, front porch, convert hipped roofs to gable ends and insert rear dormers – Frithwood, Laindon Common Road, Billericay, Essex – Application refused

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/00826/FULL**

Single storey front extension to form an enlarged entrance porch, with pitched roof over – Sudbury's Bungalow, Tye Common Road, Little Burstead, Billericay – Application refused

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 17/00480/FULL**

To establish whether omitting the pitched roof in lieu of flat roof can be considered as a non-material amendment to consent – Application granted

**35/17**

**Finance Report:** To confirm the Parish Council's current financial position and update on relevant financial matters since the last meeting.

Chris Barlow, the Parish Council's Responsible Finance Officer, presented a summary of the Parish Council's current financial position as follows:

	£
Balance at Bank as of 12 <sup>th</sup> July 2017	7,153.29
Balance at Bank as of 13 <sup>th</sup> September 2017	6,382.12
<b>Expenditure</b>	<b>771.17</b>
<b>Breakdown of Expenditure</b>	
(680) Clerks Salary (June & July) inc. Office Subsistence	620.58
(681) Stationary	11.99
	138.60

The Finance report was **AGREED** as presented.

**36/17**

**Adoption of Little Burstead Village Telephone Kiosk:** To update on recent progress by BT Payphones.

The Parish Council had been advised by BT Payphones that they had carried out a consultation regarding the Parish Council adopting the Village Telephone Box and had received no objections. A contract had been provided

by BT Payphones for the Parish Council to sign and the Parish Clerk had provided Councillors with a copy via email and a hard copy at the meeting. Councillors to consider the wording and implication of the contract and discuss further at the November meeting.

- 37/17 Highways Matters:** To update on highways issues regarding traffic calming in Tye Common Road.

This item had already been covered extensively in the Public Forum (31/17)

- 38/17 Parish Council Projects:** To update Councillors regarding applying for funding for village projects which have been discussed at meetings.

The Parish Council was in the process of looking at projects in connection with (i) adopting the village telephone box (ii) Height barriers at the entrance to Ellis Field (iii) Gateway barriers and (iv) two more lecterns and maps on the route of the Circular Walk.

Proposals for height barriers and for Village Gateways had been discussed during the public forum.

The Chair closed the meeting to enable Roger Savage to update on proposals to locate two more lecterns and maps along the route of the Circular Walk. It was intended that the lecterns would be located adjacent to the Wilderness and behind Broomhills Chase. Each would carry a history of the location and add additional dimension to the enjoyment of the Walk.

- 39/17 Superfast Essex:** To update Councillors regarding proposals to improve Internet access across the County.

Superfast Essex was part of the national Broadband Delivery Service UK (BDUK) rollout and is coordinated by ECC and delivered in partnership with BT. Superfast Essex is the umbrella title for running the Broadband roll-out. Engineers from BT's Openreach local network business were working to install new green exchange boxes and had laid more than 600 km of fibre cable across Essex. Phase 1 of the project has been completed and Phase 2 would see further investment from Essex County Council, BT and BDUK in the next 18 months with the aim of covering over 95% of Essex by June 2019. However, some of the more rural areas like Little Burstead, Ramsden Bellhouse and Ramsden Crays were not included but ECC is working with two independent contractors Gigaset and County Broadband to ensure that all rural areas get a good wireless service by 2018. Gigaset was working more in north Essex and County Broadband is working in the Basildon Area.

- 40/17 Remembrance Sunday:** To discuss arrangements to commemorate Remembrance Sunday on 12<sup>th</sup> November 2017.

The Parish Council would once again be represented at the Remembrance Sunday Service on 12<sup>th</sup> November. Councillor Watts agreed once again to read the lesson. Arrangements had been made at The Village Hall for refreshments after the service of commemoration. With the permission of the

Council a Poppy Wreath would also be purchased from The Royal British Legion to lay at the War Memorial as a mark of respect. It was **AGREED**, by all present.

**41/17 Meetings attended by Councillors:** Councillors to give a brief feedback on any meeting they have attended since the last Parish Council meeting on 12<sup>th</sup> July 2017.

Councillor Watts had attended the Association of Basildon Local Councils (ABLC) Annual General meeting on 20<sup>th</sup> July and a further Special General Meeting was held on 10<sup>th</sup> August 2017 due to the business at the Association's Annual General Meeting being suspended as insufficient voting members from Parish/Town Councils were present to agree the agenda items and any proposed amendments to the constitution. At the Special General meeting on 10<sup>th</sup> August 2017 all outstanding business was however concluded.

**42/17 Date of next meeting:** To confirm the date of the next Parish Council as 8<sup>th</sup> November 2017

The date of the next meeting was confirmed as 8<sup>th</sup> November 2017 at Little Burstead Village Hall, Laindon Common Road, Little Burstead commencing at 7.30 p.m.