

Minutes of the **LITTLE BURSTEAD ANNUAL PARISH COUNCIL MEETING** held at the Village Hall on **FRIDAY 15TH SEPTEMBER 2023**

In the Chair: Cllr. Clark.

Present: Cllr. Goodman, Cllr. Ashcroft, Cllr. Watts, Cllr. Stone (arrived at 19.00)

Officers: Mrs Stephanie Robinson (Clerk & RFO)

Members of the public: None.

Meeting started at 5.05 pm.

23/24.032 Public Participation

None

23/24.033 Apologies for absence

None

23/24.034 To receive Members' Declarations of Interest in items on the agenda.

None.

23/24.035 Minutes

Members considered and approved the Minutes of the Ordinary Parish Council Meeting held on Friday, 21st July 2023. **All agreed.**

23/24.036 Clerk's report

The Clerk updated the council following the latest Local council liaison meeting which discussed ways of working together with Basildon borough council.

The Clerk had circulated information received regarding local waste collection changes.

The Clerk advised that the 7.5t signs had been received as had the road name signs. Cllr.

Clark advised that he would install the 7.5t signs and the Clerk would try to find a contractor to install the road signs. **Noted.**

23/24.037 Finance

a) To approve and sign payments at this meeting.

PAYMENTS AUTHORISED SINCE JULY MEETING

S.ROBINSON (aug wages, subsistence, tel & bb, Microsoft) £457.88

HMRC (aug tax) £103.00

Kaspa (signs for rectory road/ laindon common road) £232.95

PAYMENTS TO AUTHORISE AT THIS MEETING

S.ROBINSON (sep wages, subsistence, tel & bb, Microsoft) £657.84

HMRC (sept tax) £103.20

b) Members to approve the accounts/bank reconciliation for Sept 2023.

Cashbook balance £4,844.54

All agreed.

23/24.038 Parking outside village hall

Members discussed what to do about the situation regarding parking outside the village hall and decided that what was needed was yellow lines from pinch point round the corner to just past the village hall. Parking on pavement by cars causing issues too and there are blind people in the village. Clerk to investigate this further and item moved to next agenda.

All agreed

23/24.039 Remembrance Sunday

Members discussed how they wish to mark Remembrance Sunday this year.

Cllr. Clark to contact the vicar to appeal to congregation and also WI to help with teas and coffees. Cllr. Watts is happy to do the reading again. The Clerk has ordered a wreath.

All agreed.

23/24.040 Phonebox signage

Members discussed how they wish to proceed with regards to the telephone box signage.

Clerk to work out size of signs and possibly try for microgrant. Maybe just do back of phonebox to about 2ft high. Cllr. Watts to organize content of signs.

All agreed.

23/24.041 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. **None**

22/23.042 Reserves policy

Members discussed and decided upon a reserves policy for the parish council. **All agreed**

22/23.043 Grass cutting around green and pond

Members discussed if they wish to engage a contractor to cut the grass around the green and pond. With regards to the pond it was decided to wait a month then get same people as last year - up to a maximum of £500. Cllr. Clark to organize. Cllr. Watts to enquire with Markhams to see if they could do regular cuts of green and around Botney Hill road.

All agreed

22/23.044 Renovation of the war memorial

Members discussed how they wish to proceed with regards to the renovation of the war memorial. Western Front association – Cllr. Ashcroft to investigate if any funds available. Clerk to look into any restrictions on what contractor the Parish Council are allowed to use and what can be done.

agreed

All

22/23.045 Parish council meeting dates for 2024

Members discussed and decided on the following parish council meeting dates for 2024 all at the Village Hall at 7.30pm

Thursday 11th January 2024;

Tuesday 19th March 2024;

Tuesday 14th May 2024;

Tuesday 9th July 2024;

Tuesday 10th September 2024;

Tuesday 12th November 2024.

All agreed

22/23.046 Reports from Councillors/Borough and County councillors.

None

22/23.047 Items from Councillors to be added to the next Agenda.

Yellow lines; Chicane; Phonebox; Cutting and renovation of pond; Help for remembrance Sunday; Zero hour climate and ecology bill; Noak bridge neighbourhood plan consultation.

Meeting closed at 19.07

Members to note the next meeting of the parish council is Friday 10th November 5pm.

Email: littlebursteadpc@gmail.com Text:

All agendas and minutes can be viewed on the Parish Council's website

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