

Minutes of the **LITTLE BURSTEAD ORDINARY PARISH COUNCIL MEETING** held at the Village Hall on **TUESDAY 9TH JULY 2024**

In the Chair: Cllr. Clark.

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

Officers: Mrs Stephanie Robinson (Clerk & RFO)

Members of the public: 0

Meeting started at 7.30 pm.

24/25.018 Apologies for absence

None.

24/25.019 To receive Members' Declarations of Interest in items on the agenda.

Cllr. Ashcroft declared a non pecuniary interest in the application 24/00699/FULL **Noted.**

24/25.020 Minutes

Members considered and approved the Minutes of the Annual Parish Council Meeting held on Tuesday, 14th May 2024. **All agreed**

24/25.021 Clerk's report -

Internal audit/year end is now completed

Data protection registration has also been completed

VAT Reclaim – the VAT reclaim for 2023/24 has been completed and filed

Knotweed – have looked into what can be done and it is complex and expensive and takes years. Still no response from ECC or Basildon.

Biodiversity plan- this is later on the agenda. The Clerk has looked at various other council websites and not many seem to have completed plans. **Noted.**

24/25.022 Finance

a) To approve and sign payments at this meeting.

PAYMENTS MADE SINCE MARCH MEETING

S.ROBINSON (apr wages, subsistence, tel & bb, Microsoft + HP)	£493.57
HMRC (apr tax)	£111.00
S.ROBINSON (may wages, subsistence, tel & bb, Microsoft + HP)	£379.28
HMRC (may tax)	£221.6
D. Clark (re-imburement of expenses)	£81.39
EALC (affiliation fee less credit on account)	£32.58
Zurich Municipal (insurance 2024/25)	£300.00
S.ROBINSON (jun wages, subsistence, tel & bb, Microsoft + HP)	£383.77
HMRC (jun tax)	£221.60

PAYMENTS TO AUTHORISE AT THIS MEETING

S.ROBINSON (jul wages, subsistence, tel & bb, Microsoft + HP)	£423.77
HMRC (jul tax)	£221.60

b) Members to approve the accounts/bank reconciliation for May 2024.

c) Cashbook balance £14,165.83

All agreed.

24/25.023 Japanese Knotweed on Botney Hill Road

Members discussed and decided to write to the farmer in whose hedgerow they believe it is growing in to see if they will take action. **All agreed.**

24/25.024 Grass cutting around the village

Members decided they would ask Cutting edge to trim around the posts and would ask the existing contractor to do another cut including the common. **All agreed.**

24/25.025 Control of summer vegetation in local roads

Members decided to ask existing contractor to please cut the verges from Botney hill to Hatches farm road. **All agreed.**

24/25.026 Report of selling off of parcels of woodland in the parish.

Members considered the email received from the Billericay Tree Wardens and discuss that the selling off of parcels of woodland in the parish was most likely to be for biodiversity net gain reasons and so probably did not represent any threat to the parish. **All agreed.**

24/25.027 Biodiversity Plan

Members considered their responsibilities under the Natural Environment and Rural Communities Act 2006 and decide whether to develop a biodiversity plan. There is a duty on public authorities in England to have regard to conserving biodiversity as part of their policy or decision making. Conserving biodiversity can include restoring or enhancing a population or habitat. This duty has been reinforced under the Environment Act 2021. A plan will be circulated, this will be an ongoing project. **All agreed.**

24/25.028 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.

24/00192/FULL- Proposed partitioning of the application site, including the demolition of existing outbuildings, to provide a single detached chalet dwellinghouse with associated amenity space, parking and landscaping - Many Berries New Road Little Burstead Billericay – No objections but would ask for use of “village materials” not cementitious board or concrete tiles. **All agreed.**

24/00699/FULL- Proposed cartlodge to front - Spinnakers Laindon Common Road Billericay Essex.

No objections.

Majority in favour

22/23.029 Reports from Councillors/Borough and County councillors.

Next meeting of ABLC is next week. Highways last one was missed.

Marcel cooper- bins being left out. Bus shelters very modern don't want one.

22/23.030 Items from Councillors to be added to the next Agenda.

Internal audit report / GPOC/telephone box /war memorial.

Meeting closed at 21.02pm. Next meeting is Tuesday 9th September 2024.

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