

LITTLE BURSTEAD PARISH COUNCIL

LITTLE BURSTEAD PARISH COUNCIL MEETING held at **LITTLE BURSTEAD VILLAGE HALL, LAINDON COMMON ROAD** on **TUESDAY 21st JULY 2026** commenced at **7.00 p.m.** for the transaction of business as set out below:

Those present:

- Councillors David Clark - Chair (DC), Pamela Ashcroft (PA), Katrina Watts (KW), Marcel Cooper (MC)

MINUTES

14/26 APOLOGIES FOR ABSENCE

Apologies received from

- ECC Councillor Schrader
- BCC Councillor Blake
- Councillor Tony James
- Parish Clerk Chris Barlow

15/26 MEMBER DECLARATIONS OF INTEREST REGARDING ITEMS ON THE AGENDA

- None

16/26 PUBLIC FORUM: An opportunity for the public to raise issues.

- DC - Pond needs more attention, trees need removal since they are overshadowing and damaging the pond. DC and MC to assess work needed and instruct Arboriculturalist as necessary.
- Organise refurbishment of notice board in front of Village Hall - TJ to be consulted
- Village Hall have been approached about sharing proceeds of memorials tags on Cherry trees and will contribute £350.92 will be sent to Parish Council which includes £50 for The Times and other sundry costs.

17/26 ESSEX COUNTY COUNCIL/BOROUGH COUNCILLORS: Time is set aside for Essex County Council and Borough Councillors to address the meeting.

- No ECC nor BCC councillors attended

18/26 MINUTES: Members to consider and approve the minutes of the Parish Council Meeting held on 19th May 2026.

- Minutes approved and duly signed

19/26 REPORTS: Councillors and Parish Clerk to update on matters they have undertaken since the meeting held on 19th May 2026.

- KW - attended ABLC meeting, nothing important to report
- CB - is now in touch with relevant person at ECC about knotweed problem. KC suggests copying Andrew Shrader and Kevin Blake in to future knotweed correspondence
- DC - will approach retired solicitor, Steven Wallis to see if the Common, Village Green and verges etc. could be registered with Land Registry as PC land.

- CB - has raised speed signs with ECC but no help available will pursue with Councillor Schrader but little optimism remains of a successful outcome.
- KW - telephone box inserts are in progress
- PA - both chicanes need refurbishment, CB to request action from ECC and copy in Councillors Blake and Schrader
- KW - has received update about Gleeson scheme for 460 homes right up to Laindon Common Road under application number 25/01451/OUT

20/26 FINANCE REPORT:

- i. To provide details of Income and Expenditure since the last meeting on 19th May 2026.
 - Income and expenditure reviewed and passed as truly recorded and appropriately used other than £75 voucher for Councillor James which does not appear to have been included
- ii. To update on the submission of Accountability and Governance Annual Return (AGAR) 2025/2026 to PKF Littlejohn external auditors.
 - Approved by all present

21/26 PLANNING: Councillors to review and comment on Planning Applications under the Town and Country Planning Act 1990 (as amended) and received since the previous meeting 19th May 2026 and those determined by Councillors under delegated authority to the Clerk:

- **TOWN AND COUNTRY PLANNING ACT 1990 APPLICATION NO: 26/00646/VAR -** Variation of condition 2 (Approved plans) of planning reference 22/00855/FULL, to read 'The development hereby permitted shall only be carried out in complete accordance with the following approved plans: 002, 003, 004, 005, 006 and Site Location Plan.'
Chase End, Broomhills Chase, Billericay, Essex
 - No objection
- **PLANNING APPLICATION 26/00412/FULL:** Sub-divide the plot and construction of a 3 bedroomed self-build chalet bungalow with private parking - *Land Opposite Rose View, The Chase, Little Burstead, Billericay*
 - No objection

PLANNING DECISIONS: To update on planning decisions made since the meeting on 19th May 2026.

22/26 To update at meeting.

- No decision known of to report

23/26 ASSET REGISTER: To confirm all Parish Council Assets are included in the Asset Register for Insurance purposes.

- Items to be added to register as follows:
 - Boulders to traffic islands
 - Hatches Farm Road finger post (reduce 2007 finger posts to 2 only)
 - New pots to war memorial
 - Telephone box and contents at Village Green value of £3,000
 - 50% of notice board in front of Village Hall

24/26 DATE OF NEXT MEETING: To confirm the date of the next meeting as 15th September at 7.00 pm.