

LITTLE BURSTEAD PARISH COUNCIL ANNUAL MEETING to be held at **LITTLE BURSTEAD VILLAGE HALL, LAINDON COMMON ROAD** on **TUESDAY 19th MAY 2026** commencing at **7.00 p.m.** for the transaction of business as set out below. Members of the public and press are cordially invited to attend.



Mrs Christine Barlow (BSC Hons)(CILCA)
Parish Clerk to Little Burstead Parish Council

**AGENDA
AS AMENDED**

1/26 Election of Chairperson and Declaration of Acceptance of Office

2/26 Election of Vice-Chairperson and Declaration of Acceptance of Office

3/26 Apologies for absence:

4/26 Member Declarations of Interest regarding items on the agenda:

5/26 Public Forum: An opportunity for the public to raise issues.

6/26 Essex County Council/ Borough Councillors: Time is set aside for Essex County Council and Borough Councillors to address the meeting.

7/25 Minutes: Members to consider and approve the minutes of the Parish Council Meeting held on 17th March 2026.

8/25 Clerk's Report:

(i) To provide an update on Parish Council matters since the previous meeting held on 17th March 2026.

(ii) To provide an update on outstanding items from the RAG Sheet and discuss any new matters brought forward by Parish Councillors.

(iii) To update on the progress of setting up the new Parish Council website, new Domain name and new email addresses.

9/25 Finance Report:

(i) To provide a hard copy of Income and Expenditure for the financial year 2025/2026 and copy of the Bought Ledger for the same period.

(ii) To confirm details of the Internal Audit which took place on the 14th May 2026.

(iii) To discuss the Parish Council Insurance renewal due on 10th June 2026.

10/25 Accountability and Governance Annual Return (AGAR) 2025/2026:

(i) **Annual Governance Statement:** Councillors to approve the Annual Governance Statement for 2025/26 and confirm that all Internal Controls were in place and have been achieved in respect of Parish Council finances during 2025/2026.

(ii) **Annual Accounting Statement:** To approve the Annual Accounting Statement for 2025/2026.

11/26 PLANNING: Councillors to review and comment on Planning Applications under the Town and Country Planning Act 1980 (as amended) and received since the previous meeting on 17th March 2026 and those determined by Councillors under delegated authority to the Clerk:

(i) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 26/00464/FULL:** Erection of two storey side extension and first floor side extension to create additional living space - The Willows, Tye Common Road Little Burstead, Billericay

(ii) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 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 Essex.

(iii) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 26/00301/FULL:** Retrospective increase in height and form of roof to outbuilding - Stead Hall Farm Laindon Common Road Billericay Essex CM12 9TD.

(iv) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 26/00267/FULLCONSULTATION IN PLANNING APPLICATION - AMENDMENTS Appn. No 26/00267/FULL:** Proposal: Construction of equestrian stables and change of use of land for grazing (Amended Plans) Location: St Margarets Farm, Botney Hill Road, Billericay.

(v) **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO: 26/00296/OUT:** Outline planning application for: up to 1,100 residential dwellings (Class C2 and C3), business, retail, leisure and sports uses (Class E); primary school (Class F1); community uses (Class F2); hot food takeaway (Sui Generis), open space; vehicular accesses; associated infrastructure, groundworks and engineering operations; with all matters reserved except for access to the site - Land North And South of Dunton Road Laindon Essex

12/26 PLANNING DECISIONS: To update on planning decisions made since the meeting on 17th March 2026.

13/26 DATE OF NEXT MEETING: To confirm the date of the next and subsequent Parish Council Meetings for 2026/2027.

Email: littlebursteadpc@gmail.com

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

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