



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING  
HELD REMOTELY IN COMPLIANCE WITH THE CORONAVIRUS ACT 2020  
ON TUESDAY 23<sup>rd</sup> MARCH 2021 at 7.00pm**

**CHAIRMAN:** Cllr Terri Sargent

**CLLR'S PRESENT:** Cllr Jane Bunting; Cllr Mark Cottrell; Cllr Jacqui Dowton; Cllr James Guthrie

**ALSO PRESENT:** Essex County Cllrs' Tony Ball; Malcolm Buckley; Borough Cllr Stuart Allen;  
Project Manager Paul Downes; Rob Baker Basildon Council, Parks & Countryside

**317/2021 APOLOGIES FOR ABSENCE:**  
None

**318/2021 DECLARATIONS OF INTEREST:**  
To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda items  
None declared

**319/2021 MINUTES OF PREVIOUS MEETINGS:**  
To receive and agree the minutes of Noak Bridge Parish Council held on Tuesday 23<sup>rd</sup> February 2020, proposed by Cllr Cottrell, seconded by Cllr Bunting that the minutes are a true and accurate record of the meeting - **Agreed**

**324/2021 COMMUNITY PROJECTS UPDATE:**  
The chairman requested to change the order of business, for item 324/2021 to be brought forward to allow Rob Baker, Basildon Council to give an update on the Durban Lane Pond  
**Durban Lane Pond**  
Rob Baker, manager of Parks & Countryside, Basildon Council was in attendance to report on the works at Durban Lane pond. After years of minimal works to the pond it was agreed by the Parish Council to set up a local meeting at the pond with residents and relevant parties to discuss what could be done to stop the pond from drying up. Following a very positive meeting where Rob outlined the phased works necessary to restore the pond, the Parish Council agreed to part fund phase 1 works to clear the pond to enable a long term prognosis to be identified for the phase 2 works. Basildon Council undertook an initial assessment for the phase 1 works and once complete an independent assessment was carried out to establish the extensive works needed by a specialist contractor. The Parish Council agreed to part fund the phase 2 works. Basildon Council undertook all necessary procedures prior to the works taking place. The works were never going to be easy, with the pond situated in a residential area with limited space and the need to use heavy machinery. Residents complained and called the Environment Agency who visited the site gave reassurance regarding the fish and wildlife on the site. 40 tonnes of silt was removed and dispersed of in

holding bays around the pond which was an extremely difficult and messy task. Moving forward, in September once the soil and silt dries out more silt and the remaining reeds will be removed. Once this has been done plans are in place for future planting and homemaking for insects and habitat. In the long term the pond will not dry out or be overrun by reeds. The duck house will be restored as will the biodiversity, the wildlife will return and it will be a much better pond to be enjoyed by all

#### **Bridgecote Lane Sign**

The sign is nearly ready for installation. Permission to be agreed by Basildon Council

#### **Equipment for Village Green Park**

The Seesaw as shown in the Spring Newsletter will be installed in April

#### **Litter Pick**

The Council are working on a Litter Pick plan which is proving difficult due to the risks involved and the safety of volunteers

#### **Street Library Project**

Two Little Libraries have been ordered, one for adult books and one for children. Once delivered they will need painting before installation. The chairman to ask the school if the children would like to help decorate the children's Library. Permission to install to be obtained by Basildon Council

**320/2021**

#### **NEIGHBOURHOOD PLAN UPDATE:**

The chairman proposed Bluestone Planning as the new consultants for the Neighbourhood Plan, seconded Cllr Cottrell - **Agreed**

Going forward the Neighbourhood Plan next steps: Following the hiatus over the last 12 months, the Noak Bridge Neighbourhood Plan Steering Group have been busy planning the next stages of the Neighbourhood Plan.

We have recently appointed new consultants Bluestone Planning to assist with the next steps in the process which will broadly follow the provisional timetable below:

Undertake gap analysis to determine what evidence is required to support the five key 'themes' identified following the September 2019 consultation: Transport & Roads; Education, Health & Other Local Services; Design & Conservation; Environment & Green Space; and Housing – to be undertaken March 2021

Prepare Design Code for Policy H10 site (and other potential developments coming forward during the life of the Plan) – to be undertaken April to June 2021

Undertake additional evidence gathering to support policies – to be undertaken Spring to Summer 2021

Commence drafting the policies and supporting text for the first consultation draft of the Neighbourhood Plan – to be undertaken Spring to Summer 2021

Carry out first formal consultation on draft Neighbourhood Plan and Design Code (this will involve engagement with a wide range of stakeholders and the local community) – to be undertaken Autumn 2021

Review feedback from first consultation exercise, further work on draft Neighbourhood Plan and preparation of 'submission' version of Plan with a view to submitting it for examination by Spring / Summer 2022

We need volunteers to assist with evidence gathering, grant funding applications, writing text to go into the Neighbourhood Plan and other administrative tasks. If you have some spare time to assist we will be very happy to welcome you onto the Steering Group! For further information contact: email [terriken@aol.com](mailto:terriken@aol.com) or call 01268 288766

**321/2021**

#### **FIXED ASSET REGISTER:**

Councillors have been reviewing the fixed asset equipment, the fixed asset register has now been reviewed and updated, proposed by Cllr Cottrell, seconded by Cllr Bunting - **Agreed**

**322/2021 APPOINT INTERNAL AUDITOR:**  
Cllr Cottrell proposed to appoint Michael Letchwood, seconded Cllr Bunting - **Agreed**

**323/2021 SOCIAL MEDIA:**  
The Parish Council and Project Manager have been subject to allegations on a local social media discussion page. Parish Council Elections on 6<sup>th</sup> May 2020 will give all residents an opportunity to put themselves forward for election to the Parish Council. Residents can actually become involved in the Council business and decision making. To ensure all are notified, the election is advertised in the Spring Newsletter and posted on 3 notice boards

**325/2021 PUBLIC RIGHTS of WAY:**  
The Council had been sent a report on defects picked up by a volunteer who had carried out an inspection of Noak Bridge Parish Council PRoW Footpaths. The chairman said she would send the report to Cllrs' Ball and Buckley who would respond in due course. They were asked if they could provide the Council with a map of their PRoW

**326/2021 FINANCE:**

1. Noted February payments
2. Monthly Bank Reconciliation
3. Monthly Budget Sheet
4. February payments, Online payment and transfers  
VAT for 2020 – 2021 has been reclaimed

<b>March Payments</b>
Amazon x 2 Printer Ink - card payment £37.15
Solopress Print Spring Newsletter - card payment £78.75
Western Bid Inc x 2 Little Libraries – Cheque £430.23

Proposed Cllr Bunting, seconded by Cllr Dowton - **Agreed**

**327/2021 PLANNING APPLICATIONS:**

**21/00222/FULL, Location: 71 Bridgecote Lane, Noak Bridge**

Single storey rear extension with pitched roof

\* Although the application is aligned to the conservation guidelines, part of the extension can be viewed from the Highway jutting out 1 metre from the boundary

**21/00346/FULL, Location: 55 Bridgecote Lane, Noak Bridge**

Replacement front door

\*The Parish Council object to the doors proposed in the application. Those pictured are not like for like with the existing front door

**21/00288/FULL, Location: Barleylands Farmhouse, Barleylands Road**

Creation of an 18 hole adventure golf course

\*The Parish Council have no objection to the application, however object to yet another activity in this vicinity that will encourage even more traffic onto the busy Barleylands Road and Wash Road that already has a huge impact on Noak Bridge residents. At weekends the roads are so busy residents have to queue to exit or enter Noak Bridge. The farm, despite growing many activities on the land over time that attracts numerous attendance has never contributed to a pathway or other infrastructure improvements along Barleylands Road on approach from Noak Bridge which has no pathway. It is unsustainable that Noak Bridge residents who wish to attend the activities have to drive to the events because it is unsafe to walk. Highways need to take an

official approach to this growing concern and consider to jointly fund a pathway or at the very least come up with a sustainable transport plan to make it safe for residents to walk along Barleylands Road which is after all a country road where local residents fail to benefit. We would like this to be considered as a condition to the planning application

**TO NOTE APPLICATIONS DECIDED:**

**21/00022/FULL, Location: 2 Littlehurst Lane. Noak Bridge**

Proposed dwelling house on front/side garden of 2 Littlehurst Lane - **Refused**

**328/2021**

**PUBLIC QUESTIONS:**

Questions received regarding the Durban Lane pond were asked to be referred to Basildon Council. Questions on Spin E-Scooters were sent to County Councillors'

**329/2021**

**BOROUGH/COUNTY COUNCILLORS' REPORT:**

**Cllr Allen** reported on the May elections

The Towers Blocks in the Town Centre that had received vast disapproval

The expense of the proposed Youth Zone needing ongoing funding from the Council

A planning application for an Incinerator in Pitsea

**Cllr Ball** reported on a task force set up to review the safety of women

A review on the night lighting has not proven crime is on the rise as attacks are just as likely to happen during daylight

The lowest infection rates had been reported since the beginning of Covid with no intense rise since the children had returned to school

Lap-Tops have been distributed to many children over Essex and free school meals would continue during the school holidays

The Locality Fund was continuing for another year with £10k for each Cllr to award funding for local projects. Residents of the parish were urged to apply

Pothole repairs were being carried out and working through a list reported by both Cllrs'

E-Scooters are being trialled in specific areas over Basildon including a part of Noak Bridge. A driving licence and applicant details are required on registration, details of the scheme can be found on [e-scooters - Essex County Council \(essexhighways.org\)](https://www.essexhighways.org/e-scooters)

**Cllr Buckley** reported Government funding had been devolved via Essex to Basildon proving an enormous help to residents, he also spoke of the task force to enhance public safety

Another tranche of grants for businesses slipping through the cracks to even up criteria as we open up from Lockdown. Business grants given via Councils for the employment front

[Essex Opportunities Portal](#) Kickstart scheme for young people to provide jobs and training

Essex economy business support grants for youth development over 20 schemes from

Government above average to Local Authorities in Essex

Roll out of vaccination, set out what can/cannot do by Dept of Public Health. Must continue to be compliant during better weather to stop the increase of infection

**330/2021**

**TO NOTE CORRESPONDENCE RECEIVED:**

Correspondence was noted

**331/2021**

**DATE OF 2021 MEETINGS:**

April 20<sup>th</sup> Annual Parish followed by Parish Council

There being no further business the Chairman closed the meeting at 10.00pm

Signed

Chairman.....

Date.....