



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON WEDNESDAY 28th SEPTEMBER 2022 at 7.00pm**

CHAIRMAN: Cllr Terri Sargent

CLLR'S PRESENT: Cllr Lynn Gilliam; Cllr Paul Daft

ALSO PRESENT: Essex County Cllr Malcolm Buckley

530/2022 APOLOGIES FOR ABSENCE:
Cllr Jacqui Dowton; Cllr Mark Cottrell; Borough Cllr Stuart Allen; ECC Cllr Tony Ball

531/2022 DECLARATIONS OF INTEREST:
To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda item
None Declared

532/2022 MINUTES OF PREVIOUS MEETINGS:
To receive and agree the minutes of Noak Bridge Parish Council meeting held on Wednesday 27th JULY 2022, proposed by Cllr Dowton, seconded by Cllr Daft that the minutes are a true and accurate record of the meeting and signed by the chairman - **Agreed**

533/2022 ELECTION FOR ONE PARISH COUNCILLOR PLUS PC COST:
The chairman reported an election had been called by ten members of the parish to fill one vacancy on the Parish Council. Two nominations were received by Basildon Council making it a contested election, to take place on 13th October. The breakdown of election costs provided by Basildon Council (outlined below) totalled £2611.00 will be paid from the Parish Council Precept. The cost of printing poll cards plus delivery totalled £880.00, subject to an earlier decision, it was brought to council for further consideration. Of the two persons nominated, one living in the parish and the other living outside, a lack of interest was shown within the parish to join the parish council although the election was called by residents. It was considered by the parish council that spending a further £880.00 for polling cards from the parish precept in addition to £2611.00 on election cost did not represent value for money for an election that had shown little interest. It was proposed by Cllr Daft not to fund polling cards, seconded by Cllr Gilliam - **Agreed**
*Breakdown of election costs: Hire of polling station £325; Printing postal votes £380
Postage postal votes £176; Return postage PV £100, Printing ballot papers £350
Delivery cost from printers £250; Stationery £200; Staffing £830 x 2 poll clerks/1 presiding officer/4 count staff; Overall cost of Election = £2611 without poll cards
(Poll card printing £223; Poll card delivery £480; hand delivery /post by RM = £880)*

534/2022 NEIGHBOURHOOD PLAN UPDATE - AWARD OF LOCALITY GRANT:
Work on the Neighbourhood Plan was ongoing, the draft policy schedule and character appraisal were being firmed up and the draft community facilities assessment was being completed. The parish council were recently awarded a grant of £8,000.00 by Groundwork UK. The grant will specifically fund; a) Preparation of the Pre-Submission draft plan, detailed policies, additional plans, photos and diagrams to support the document; b) Undertake a public consultation of the pre-submission draft plan with in person and online presentation; c) Review and collate the pre-submission draft; d) Amend evidence base review in line with current changes to responses, policy and circumstances

- 535/2022 CONCLUSION OF AUDIT:**
The Parish Council had received the conclusion of the 2021 - 2022 Audit from the External Auditor which had been published on the website and posted on the notice boards. The annual audit fee had also been received and was listed on the payments
- 536/2022 ADOPT LOCAL GOVERNMENT ASSOCIATION MODEL CODE OF CONDUCT:**
The chairman had circulated the model code of conduct, previously agreed by Basildon Council for adoption by Local Councils. The Council considered adopting the LGA model COC, proposed by Cllr Gilliam, seconded by Cllr Daft - **Agreed**
- 537/2022 ADOPT SOCIAL MEDIA POLICY:**
The parish council considered the social media policy, a template from NALC. Having been the subject of numerous unfounded social media postings on the local discussion page, the council felt now was the time to produce their own Facebook page that would allow the council to communicate the factual outcome of parish council business and news stories to residents. The social media policy outlined how the parish council manage their social media. Volunteers would assist the parish council to make regular posts and keep the news up to date and also to provide help to deliver community projects. Proposed by Cllr Gilliam, seconded by Cllr Daft - **Agreed**
- 538/2022 COUNCILLOR LEAD ROLES:**
Cllrs were allocated lead roles that would help deliver the Council business and to help develop their Cllr skills. They are not set in stone
Chairman: Audit; Newsletter; Neighbourhood Plan; Projects; Social Media
Cllr Dowton: CCTV; Health & Safety
Cllr Cottrell: Planning; Finance; Local Councils
Cllr Gilliam: Local Councils; GDPR; FOI
Cllr Daft: PROW; Fixed Assets
- 539/2022 WORKING IN PARTNERSHIP - LOCAL COUNCIL LIAISON GROUP**
The council met to consider a report from Basildon Council on Modelling Devolution and working together to deliver local services. Cllr Gilliam volunteered to be a representative on the group
- 540/2022 COMMUNITY PROJECTS UPDATE:**
Durban Lane Pond:
Cllrs had visited the pond and agreed to monitor and take regular pictures of the reeds to establish how much they were growing as it was felt the overgrowth of weeds was overtaking too much of the pond. The outcome would be reported to Basildon Council
Village Entrance /Exit Signs:
Further quotations from Glasdon and Landmark had been circulated to members for decision. Cllr Daft proposed the Council accept the Landmark quotation, seconded by Cllr Gilliam - **Agreed**
Little Libraries
The school had indicated the Little Libraries were to be varnished and returned for installation
Noak Bridge Nature Reserve Pathway Project:
The chairman of the NBNRS reported work on the pathway would commence soon
- 541/2022 FINANCE:**
To note the award of Neighbourhood Plan Grant from Groundwork UK for £8,000.00 Council to consider:
1. Monthly Bank Reconciliation
 2. Monthly Budget Sheet
 3. August/September Payments
- | |
|---------------------------------------|
| Bluestone Planning - Awaiting Invoice |
| BT Broadband - £184.04 |

John Lewis Microsoft 365 - £79.99
Memorial Flowers Display - £15.00
PKF External Audit Fee - £360.00
PC Laptop - £514.80
Marshalls Bollard Service and Lock Replacement - £414.00

Members considered the items, proposed by Cllr Gilliam and seconded by Cllr Daft - **Agreed**

542/2022

PLANNING APPLICATION: 22/01108/FULL Location: Whites Farm, Barleylands Road

Full planning application for proposed Battery Energy Storage Site, substation compound, with associated infrastructure, fencing, existing access off Barleylands Road, drainage and landscaping The application was fully discussed with residents present and comments taken into account

- The Parish Council object to the planning application on the grounds the proposal is located in the green belt and the huge size and nature of the development will seriously impact the openness of the green belt. This area along Barleylands Road is being regularly bombarded with planning applications granted and the green belt is being completely ignored
- There is a similar proposal (22/00411/FULL Barleylands, Barleylands Road Installation of a solar farm and battery storage facility with associated infrastructure on land at Barleylands, South of Great Burstead on Land West of Southend Road (A129) and South East of Coxes Farm Road, Billericay) put forward in March 2022 which has yet to be determined. The Great Burstead & South Green parish council objected to this planning application
- These proposals are undermining local communities wishes and paying no regard to the green belt or the wildlife whose habitats are disturbed to develop more on the green belt

TO NOTE APPLICATION GRANTED:

22/01025/FULL Location: 22 Hazel Close, Noak Bridge

Installation of black Cedral cladding to the top half of the property, replacement of all fascia's and soffits in black together with the replacement of the current wooden windows with black UPVC windows - **Granted**

543/2022

BOROUGH/COUNTY COUNCILLORS' REPORT:

Cllr Buckley reported: grants are available to help fund fuel poverty
 Potholes repairs are continuing over the parish, the finish of phase one and beginning of phase two works was good news, the chairman reported that Lower Street had just been repaired
 The Tovi waste plant was due to be de-commissioned
 New food waste service to begin over the borough
 The Pippis Hil roundabout left hand lane had been reinstated which was met with approval
 Sensor chips in the street lights were scarce and in demand causing many of the lights to be out

544/2022

PUBLIC PARTICIPATION:

A resident enquired on the Ukraine support in Basildon
 A discussion on the forthcoming parish election

545/2022

TO NOTE CORRESPONDENCE RECEIVED:

Correspondence was noted

546/2022

DATE OF NEXT MEETING:

Thursday 27th OCTOBER 2022 at 7.00pm

There being no further business the Chairman closed the meeting at 9.00pm
 Signed

Chairman.....

Date.....