



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING  
HELD AT NOAK BRIDGE VILLAGE HALL, COPPICE LANE, BASILDON, ESSEX, SS15 4JS  
ON TUESDAY 19<sup>th</sup> FEBRUARY 2019 at 7.30pm**

**CHAIRMAN:** Cllr Terri Sargent.  
**CLLRS PRESENT:** Cllr Jane Bunting, Cllr Mark Cottrell, Borough Cllr Stuart Allen  
& ECC Cllr Tony Ball  
**ALSO PRESENT:** Parish Clerk Kevin Money and 4 members of the public

**17/2019 APOLOGIES FOR ABSENCE** were received from Cllr Vicki Jarvis & ECC Cllr Malcolm Buckley

**18/2019 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.

Cllr T. Sargent declared a Non-Pecuniary interest in items 22/2019, Outcome Basildon Council Community Governance Review and 25/2019 and Borough Councillor report.

**19/2019 MINUTES OF PREVIOUS MEETINGS:**

To receive and agree the minutes of Noak Bridge Parish Council which was held on Tuesday 15<sup>th</sup> January 2019. Cllr J. Bunting proposed, seconded by Cllr M. Cottrell that the minutes are a true and accurate record of the meeting. **Agreed.**

**20/2019 NEIGHBOURHOOD PLAN UPDATE:**

The chairman gave an updated account of the process the Parish Council had undertaken since the public consultation briefing by Basildon Council on 16<sup>th</sup> October 2018 relating to the production of a Neighbourhood Plan (NP).

Two community engagement meetings had taken place at the Village Hall on the 17<sup>th</sup> January and the 13<sup>th</sup> February 2019 with Michelle Gardiner from the Rural Community Council of Essex (RCCE). Instructive Q & A sessions followed presentations on the Neighbour Plan process, the structure and various ways to involve and engage with the community. Residents who had initially expressed an interest in becoming involved in the development of the NP attended the sessions with Councillors. The next newsletter will include an article on the NP to engage with residents, seek their views and opinion and how they can become involved in the NP process.

The Parish Council as the relevant body on the NP set themselves up as the Steering Committee (SC) at the November 2018 meeting with agreed Terms of Reference and a set budget.

The SC will look into Locality an organisation who provide support on Neighbourhood Plans, offer possible grant funding and technical help.

The chairman will to speak to Basildon Council to arrange a meeting.

Parish Council to arrange a working party.

**21/2019 NEWSLETTER:**

A spring newsletter will be produced within the next couple of months. **Agreed**

**22/2019 OUTCOME BASILDON COUNCIL COMMUNITY GOVERNANCE REVIEW:**

The outcome of the Community Governance Review undertaken by Basildon Council reported to their Full Council on 14<sup>th</sup> February 2019 where it was agreed there were no changes to the Community Governance Review.

**23/2019 FINANCE:**

Monthly Budget Financial Report - Members to consider and agree current Expenditure against Budget & Monthly Reconciliation

Councillors noted the Monthly Budget Financial report.

Councillors to Agree February 2019 Payments:

Chq No	Payee - Cheques to approve and sign at meeting	Cost	VAT	Total
889	Kevin B. Money - Clerk salary - January '19	£ 268.14	£0	£ 268.14
890	HMRC - Tax on Clerk salary - January '19	£ 67.00	£0	£ 67.00
891	Kevin B. Money - Locum payment 31.12.18 - 15.01.19	£ 476.75	£0	£ 476.75
892	DM Payroll Services Ltd - Part year payroll services	£ 20.25	£0	£ 20.25
893	ClearView - Annual Maintenance	£ 249.00	£ 49.80	£ 298.80
894	RCCE X 2 Meetings	£ 375.00	£ 75.00	£ 450.00
	<b>Total:</b>	£1456.14	£124.80	£1580.94

Proposed by Cllr M. Cottrell, Seconded by Cllr J. Bunting. **Agreed.**

**24/2019 PLANNING APPLICATIONS:**

Members to consider the following planning application:

**19/00093/FULL** Location: Daniels Farm Wash Road Laindon

Demolition of side addition, new chimney stack, proposed single storey and two storey rear extensions and internal alterations (revised scheme).

**NBPC Comments:**

Cllr M. Cottrell stated the changes between the previous application and this one was minimal Noak Bridge Parish Council Objects to this planning application on the grounds that:

1. The application lies within the green belt
2. The demolition and new extension could damage the grade 2 listed building
3. A two storey extension is not in keeping with the area
4. It will have a detrimental effect on the neighbouring amenity

The comments were proposed by Cllr M Cottrell, seconded by Cllr J. Bunting. **Agreed**

**PLANNING APPLICATIONS DECIDED:**

Members to note the following planning application decided:

**18/01438/FULL** – Pre-School, located at Noak Bridge County Primary School Coppice Lane Installation onto concrete foundation pads of a 6.0m x 6.0m tensile fabric canopy structure.

Decision: Granted. Councillors noted the decision.

Appeal Ref: APP/V1505/D/18/3214321 28 Bridgecote Lane, Noak Bridge

The application Ref 18/00728/FULL was refused by notice dated 26 July 2018.

The development proposed a firstfloor rear extension for additional bedroom and bathroom space. Decision 1. **The appeal is dismissed.** Councillors noted the appeal decision.

**25/2019 BOROUGH/COUNTY COUNCILLORS' REPORT:**

Cllr Stuart Allen reported that the Budget has been set for Basildon Council, a 2.99% increase was agreed. The Council had agreed to fund 2 police officers and a police dog to help tackle crime over the Borough. It had also been agreed to invest in further Pride Teams to keep the Boroughs neighbourhoods clean.

Cllr Terri Sargent reported on the announcement by Government Minister, Sajid Javid regarding the outcome of a consultation on unauthorised development and encampment, see link below: <https://www.gov.uk/government/news/government-announces-plans-to-tackle-illegal-traveller-sites>  
Cllr Tony Ball reported that Essex County Council has agreed a budget increase of 2.99% plus 1% for social care. There continues to be a deficit in the budget. ECC have £500,000 available to tackle "County Lines". £117m to be spent on roads in Essex. A further amount of monies to be invested in repairing pavements and potholes. Local Highway Panel officers are to have a six monthly review regarding the Lower Dunton Road and Steeple View impact to reduce accidents happening in the area.

**26/2019 CCTV - BT BROADBAND UPGRADE:**

Members considered the installation of a number plate recognition CCTV camera and discussed the quotation received. It was felt the high cost of an additional camera did not represent value for money, considering only one request had been received for a number plate recognition. The police are able to gain access to the CCTV footage when required  
Members considered the upgrade of the current broadband to a higher speed to enable access to the CCTV remotely and the quotation received at little or no additional cost.  
It was proposed by Cllr J. Bunting and seconded by Cllr M. Cottrell not to proceed with an additional CCTV camera and to proceed with the broadband upgrade. **Agreed.**

**27/2019 PUBLIC PARTICIPATION - 15 MINUTES MAXIMUM:**

The Council were asked: are the CCTV camera at the shops able to have 'face recognition'  
Cllr Bunting advised it could.

**28/2019 TO NOTE CORRESPONDENCE RECEIVED:**

All correspondence has been circulated to Councillors  
Following a resident enquiry regarding the ownership and a repair of the Tudor Style Bus Shelter located at Bridge Street, members discussed a recent correspondence they were sent from Basildon Council. It was a letter of agreement that Basildon Council had resolved to Loan the bus shelter to the Parish Council free of charge on specific conditions, including taking over the financial responsibility of repair and maintenance. The agreement had been signed by Basildon Council and the previous Parish Council clerk dated 27<sup>th</sup> July 2015. There is no record on file of the signed agreement and it is not recorded in any minutes. Members considered the agreement, felt it did not represent value for money and would write to Basildon Council to seek validity of the agreement. Proposed by Cllr J. Bunting, seconded by Cllr M. Cottrell. **Agreed.**

**29/2019 ITEMS FOR NEXT AGENDA:**

Nothing was proposed

**30/2019 DATES OF 2019 MEETINGS:**

To note the 2019 meeting dates held on Third Tuesday at 7.30pm:

**March 19<sup>th</sup>; Annual Parish and Parish Council; April 16<sup>th</sup>; AGM, May 21<sup>st</sup>; June 18<sup>th</sup>; July 16<sup>th</sup>; September 17<sup>th</sup>; October 15<sup>th</sup>; November 19<sup>th</sup>.**

There being no further business the Chairman closed the meeting at 8.30pm and thanked everyone for attending

Signed

Chairman.....

19<sup>th</sup>. March 2019