

## WEST HORNDON PARISH COUNCIL

Clerk: - Kim Harding – 27 Cadogan Avenue, West Horndon, Brentwood CM13 3TU

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**MINUTES OF THE MEETING OF WEST HORNDON PARISH COUNCIL HELD ON THURSDAY 30<sup>th</sup> NOVEMBER 2023, AT 7.30 PM AT ST FRANCIS CHURCH. THORNDON AVENUE, WEST HORNDON, BRENTWOOD.**

***In the chair:*** Councillor Foan

***Present:*** Councillors Hannah, Keefe, Lister, Marchant and Petty

***Also attending:*** Four members of the public

***Clerk:*** Mr K Harding

### **PUBLIC FORUM**

Concern was raised over vehicle owners receiving fines whilst parked for short periods of time when visiting the doctors' surgery. It was recognised that this was a problem but acknowledged that if parking restrictions near the surgery were removed the situation would be abused by drivers parking vehicles for other purposes.

It was noted that (a) a manhole cover in Station Road close to the entrance to West Horndon Village had been broken; and (b) the drains at the junction of Station Road with the A128 were blocked, with water bubbling from a manhole cover and significant surface water being present. The broken manhole cover had had barriers placed around it. However, it was of considerable concern as traffic congestion was being caused during peak hours and the barriers were no longer lit at night raising safety issues. Both matters would be raised with Cllr McKinlay (ECC)

**{Action – Cllr Foan & Clerk}**

### **23/170 APOLOGIES FOR ABSENCE AND DECLARATION/NATURE OF INTERESTS**

Apologies for absence had been received from Cllrs Houghton, Marsh (BBC), McKinlay (ECC), Moorcroft and Murphy (BBC). Cllr Houghton was unable to attend for personal reasons. Cllrs Marsh (BBC), McKinlay (ECC) and Murphy (BBC) were attending other official engagements. Cllr Moorcroft was not present due to ongoing medical treatment.

No declaration of interests had been received.

### **23/171 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26<sup>th</sup> OCTOBER 2023**

The minutes of the Parish Council meeting held on 26<sup>th</sup> October 2023 were authorised as a true record.

**[Proposed Cllr Foan, Seconded Cllr Hannah – All in favour]**

**23/172**

**PROGRESS REPORT – Clerk**

No response had been received from the Basildon, Canvey Island and Southend Echo regarding Planning Application No. 22/01205/FUL. In view of this the complaint against BBC would not be pursued. The Clerk would write to Phil Drane, BBC explaining the situation.

**{Action - Clerk}**

Alan Marsh had advised that a condition survey on the new trees planted in West Horndon Village and Park would be undertaken. Those trees noted as in poor condition would receive nutrients and those that had died would be removed. It was also hoped that some new trees could be planted to replace those that had died and at other suitable locations. This would be undertaken on the understanding that around May 2024 details of the volunteers willing to take on the watering of the trees would be sought.

Progress against other actions was shown in the distributed report. Many actions had a bearing on items being dealt with later on the agenda. Where appropriate any information discovered would be disclosed under the relevant agenda headings.

**23/173**

**FINANCE – Responsible Financial Officer**

It was approved that Cllr Keefe would attend an EALC Councillor Training Programme. Cllr Keefe would advise the Clerk whether he would attend day seminars at the EALC Offices in Great Dunmow or undertake the training via virtual tutorials

**[Proposed Cllr Foan, Seconded Cllr Lister – All in favour]**

**{Action – Cllr Keefe}**

The payments for November 2023 were approved.

**[Proposed Cllr Foan, Seconded Cllr Hannah – All in favour]**

The budget/spend analysis for 2023/24 to date was noted.

The bank reconciliation as at 1<sup>st</sup> November 2023 was noted.

**23/174**

**PLANNING UPDATE – Cllr Foan**

**23/01282/HHA – 59, Petresfield Way, West Horndon – Conversion of garage into habitable living space including the insertion of rooflights.**

The Parish Councillors had no objections to the planning application per se but concerns were raised regarding the implications for vehicle parking in the vicinity of the property.

The conversion of the garage to habitable accommodation was likely to exacerbate the parking problems already experienced at this location.

**[Proposed Cllr Foan, Seconded Cllr Lister – All in favour]**

**{Action – Clerk}**

**23/01340/HHA** – 7, Burntwood Close, West Horndon – Demolition of the existing garage and construction of a new outbuilding.

It was noted that the application was regarded as invalid as key documentation had still to be submitted to the BBC Planning Department.

**23/01369/HHA** – 6, Dunmow Gardens, West Horndon – Two storey side extension and single storey rear extension.

The Parish Councillors noted that the two storey side extension would be close to the garage of the neighbouring bungalow and would have a dominating impact. No objections were held in respect of the single storey rear extension.

**[Proposed Cllr Foan, Seconded Cllr Lister – All in favour]**

**{Action – Clerk}**

**23/01393/EIASO** – Land south of West Horndon Railway Station and Station Approach, West Horndon – Environmental impact assessment (EIA) scoping opinion for a proposed development of land within and south of West Horndon Railway Station.

While West Horndon Parish Council was aware of the existence of this planning application, at the time of the meeting it had not been formally consulted. It was agreed that the Clerk would write to the BBC Planning Department seeking clarification on the status of the application and why it appeared to have been validated when almost all of the land to which the EIA related was within Thurrock Borough.

**[Proposed Cllr Foan, Seconded Cllr Lister – All in favour]**

**{Action – Clerk}**

**23/01399/AGR** – Little Warley Hall Farm, Little Warley Hall Lane South, West Horndon – Construction of an agricultural building to be used for the storage of hay and agricultural machinery.

The Parish Councillors noted that the new building would be built on Green Belt land. However, this would be acceptable if the building was being constructed for hay and agricultural machinery. Therefore, despite the building being large in size, it was agreed that if the building was being used for purely agricultural purposes then no objections would be offered.

**[Proposed Cllr Foan, Seconded Cllr Hannah – All in favour]**

**{Action – Clerk}**

It was confirmed that at the BBC Planning Committee meeting held on 29<sup>th</sup> November 2023 outline planning permission had been granted in respect of Dunton Hills Garden Village (DHGV). Cllr Houghton had given a presentation to the Committee outlining all key infrastructure and domestic issues that the Parish Council felt needed to be addressed as part of the DHGV development. She was thanked by the Committee and thanks were also given by those present at this meeting for her excellent speech.

**23/175 NEIGHBOURHOOD PLAN/LOCAL DEVELOPMENT PLAN – Cllr Foan**

No updates to report.

**23/176 HIGHWAYS UPDATE – Clerk**

The fish and chip van which visited West Horndon Village on a Friday continued to park illegally on the pavement in Station Road outside Morrisons. Essex Police had advised that it would not deal with partial obstructions on the footpath. A response was still awaited from BBC.

Further enquiries were being made regarding the replacement of the bench at the junction of Station Road and the A128.

As previously noted, that new road signs on the A128 showed the initial name for the industrial estate built in East Horndon rather than the new title of 'London Brentwood Commercial Park'. The Clerk had written to Essex Highways and BBC on this matter and information was awaited on what action would be taken.

**23/177 PARK UPDATE – Clerk**

An article seeking local views on whether dogs should be walked on leads when in West Horndon Park had been included in the latest edition of the Parish Newsletter.

**23/178 COMMUNITY MATTERS – Clerk**

It was noted that two nominations for the Citizen of the Year Award had been received. The Clerk would circulate details to the Parish Councillors in order that a decision could be taken on who should be named the winner.

**{Action – Clerk}**

**23/179 CHRISTMAS TREE LIGHTING EVENT – Cllr Lister**

Additional lighting for the Christmas Tree Lighting Event on Sunday 3<sup>rd</sup> December 2023 had been secured by Cllr Petty. Cllr Lister would enquire whether early access to the Village Hall could be achieved as it had been booked by a community group in the morning. It was agreed that 60 carol sheets should be made available.

It was confirmed that all donations received and raffle money taken at the Christmas Tree Lighting Event was to be paid to the Salvation Army in appreciation of its band playing for the local residents.

**23/180      PARISH NEWSLETTER – Clerk**

The latest edition of the Parish Newsletter had recently been published and distributed.

**23/181      DELEGATED AUTHORITY – Clerk**

The following action had been undertaken under delegated authority since the Parish Council meeting held on 26<sup>th</sup> October 2023.

**Planning Application No. 23/01253/FUL – Unit 3A, London Brentwood Commercial Park, Old Tilbury Road, West Horndon.** – An application for the removal of condition 2 of Planning Application No. 22/01751/FUL, namely for the additional 774 square metres mezzanine floor space, the addition of six windows and the alteration in material colour.

The Parish Councillors provided no observations on this application. However, they did wish it to be recorded that West Horndon Parish Council continued to object strongly to the construction of the London Brentwood Commercial Park in line with the many reasons provided in respect of previous applications relating to the site. Comments were provided to the BBC Planning Department on 15<sup>th</sup> November 2023.

**23/182      REPORTS**

A report summarising planning applications dealt with by the Parish Council during 2022 and 2023 was presented.

**23/183      CORRESPONDENCE LIST**

The correspondence list for November 2023 was noted.

**23/184      ITEMS FOR NEXT AGENDA**

No items were put forward.

**23/185      NEXT MEETING**

The next meeting of West Horndon Parish Council is planned to take place on Thursday 25<sup>th</sup> January 2024.

**Kim Harding**  
Clerk and Responsible Financial Officer

**5<sup>th</sup> January 2024**