

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING** at the SHEPHERD AND DOG PUBLIC HOUSE on **MONDAY** the **EIGHTEENTH OF MARCH** 2019 at 7.00 p.m.

**Attendance:** Cllr. D. McPherson-Davis – Chairman, Cllr. J. Jenkins, Cllr. M. Kirby  
Mrs. Georgina Bassett – Parish Clerk/RFO

**Also in attendance:**

Three members of the public in attendance  
Cllr. T. Ball – Essex County Councillor

**34/19 Apologies for Absence:**

Apologies for absence received from Cllr. Finn – **accepted** and Cllr. T. Sargent – Basildon Borough Council.

**35/19 Minutes of Previous Meetings:**

The minutes of the Parish Council Meeting held on Monday 18<sup>th</sup> February, 2019 were approved as an accurate record. Proposed by Cllr. Jenkins and seconded by Cllr. Kirby – **agreed**.

**36/19 Declaration of Members Interests:**

None.

**37/19 Public Forum:**

None.

**Borough and County Councillors:**

None.

**38/19 Finance Report:**

(i) **Expenditure:**

Clerk/RFO March 2019 Salary/Expenditure	£ 581.45
HMRC – December 2018 – March 2019 Tax/NI	£ 559.94
Bus Shelters – cleaning March	£ 80.00
Footpath – adjacent to notice board	

(ii) Barclays Bank balance at 28<sup>th</sup> February, 2019 at £9,692.58 – reconcile.

It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby to reconcile the bank statement and to pay the above expenditure – **agreed**.

(iii) Barclays Bank again resent a Mandate Change Form for removal and addition to the account. Cllr. McPherson-Davis signed another section of the application and the Clerk and Cllr. McPherson-Davis jointly signed a letter.

(iv) VAT has been requested from HMRC for the period end 2017/18/19.

(v) The bank statement receipt for the CIF Funding £1,465.44 has been received. A thank you letter has been sent to ECC for the receipt of these fundings.

**39/19 Audit:**

(i) The Parish Council confirmed it is acceptable to the continued appointment of ASAP Office Services for review after year end. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins – **agreed**. Further enquiries to review another internal auditor after the 2018/19 completed.

The internal auditors report and the budget report was noted by the Parish Council.

(ii) The updated assets list was reviewed. The replacement costs were considered and it was

proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby to increase for the overall cost to replace to £91,497.60 at the insurance renewal in June, 2019 – **agreed.**

#### **40/19 Planning:**

Applications:

**Application No: 19/00113/FULL.** Proposed front extension with a gable style roof. Single storey side and rear extension to replace existing car port. Hip to gable roof alteration. Loft conversion including new rear dormers and two front roof lights.

**Location:** Annawest, London Road, Crays Hill, Billericay, Essex.

The Parish Council has no objection.

**Application No: 19/00137/FULL.** Single storey rear extension.

**Location:** White Lodge, Crays Hill, Billericay, Essex.

The Parish Council noted had an extension to the rear understood to be in 2015 and now would like to have an extension to the garage which is a long way out to the garden. Objected on the grounds of over development.

**Application No: 19/00155/OUT.** Outline application for the construction of one bungalow and access.

**Location:** Adelaide Villas, 1 Gardiners Lane North, Billericay, Essex.

The Parish Council objected on the grounds of green belt policy.

**Application No: 19/00183/OUT.** Demolition of existing residential home and other buildings and replacement with a bungalow, parking, gardens and use of access via lane to Gardiners Lane North.

**Location:** Rose Cottage, Gardiners Lane North, Billericay.

The Parish Council objected on the grounds of a bungalow in the green belt land. The outline plans are not correct in regard to the location.

**Decided:**

**Application No: 19/00227/FULL.** Demolition of existing buildings and removal of hard-standing and redevelopment to provide 23 new dwellings, enhanced landscaping and green open space and associated infrastructure.

**Location:** The Belvedere, Hardings Elms Road, Crays Hill, Billericay, Essex. **Granted.**

**Decided:**

**Application No: 18/01617/FULL.** Demolition of a pair of semi-detached houses and construction of two detached 4-bedroom dwelling houses at no's, 1 and 2 Crays Hall Cottages.

**Location:** 1 Crays Hall Cottage, Church Lane, Crays Hill, Billericay, Essex. **Granted.**

#### **Consider responses from Basildon:**

Longwood, Crays Hill, Foyers, Crays Hill still awaiting investigation from the Planning Department. Land to the rear of Highlands – land at the south end of Pond Farm had received a response.

Basildon Borough Council to provide information on deposits continued to be made at Woolshots Farm – located the west side of Church Road.

Updates into investigation from Basildon – Enforcement on waste burning at Woolshots Farm are still being reviewed.

#### **41/19 Community Projects:**

(i) The update on the base of the pathway to commence next week.

(ii) It was noted from the insurance company that the two small bins attached to the bus shelters at the top of Crays Hill are on the insurance policy.

- (iii) The costs to the replacement of the old bin by the Crays Hill Primary School, installation and Basildon Borough Council continue to remove the rubbish was considered. It was decided to defer until the April meeting, pending finances in the new fiscal year.
- (iv) The update on Footpath no. 69 from Cllr. Buckley and Cllr. Ball member enquiries was noted. Further information should be received in April, 2019.
- (v) No representative available from the Parish Council to attend ECC Transport meetings.

**42/19 Clerk Report:**

Various updates from the Clerk on issues within the Parish.  
 Bus maintenance, First Aid Training, Public Sector Bodies (no.2) Accessibility Regulations 2018.  
 Cllr. Ball offered to make enquiries regarding the ECC website Regulations.

**43/19 Travellers:**

No further information received from Basildon Borough Council on planning enforcement re North Road.

**44/19 Car Park at Ramsden Crays Recreation Ground:**

No response to date regarding a sign and CCTV camera in the car park and information on this from Cllr. Buckley's enquiries to Basildon Borough Council on behalf of the Parish Council as the ownership of this area is Basildon Borough Council's. Further enquiries to be made.

**45/19 Vibrations on the Highways:**

The way forward on the vibrations to properties along the Highway of Crays Hill, in particular the lower part of the road were considered. Cllr. Ball confirmed that ECC Highways response is that the home owners to use their own surveyor to prove this and then make a claim.

**46/19 Information/Correspondence/External Meeting Reports from Parish Councillors:**

None. EALC Meeting during the day and ABLC meeting in the evening of this Thursday 21<sup>st</sup> March. ECC Highways Panel meeting on Monday 25<sup>th</sup> March, 2019 at County Hall.

**47/19 Public Question Time:**

No questions raised by members of the public.

**48/19 Date of Next Meeting:**

The next meeting of the Parish Council is scheduled to be on Monday 15<sup>th</sup> April at 7.00 p.m. This is after the Annual Parish Meeting at 6.30 p.m. The venue should be in the Shepherd and Dog Public House.

**49/19 To Consider the Exclusion of the Public and Press:**

The council considered the exclusion of the public and press due to the confidential matters arising in item 169/18 Public Bodies (Admission to Meetings) Act 1960. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins – **agreed**.

- (i) Consideration of amendment/updates to various policies including: Minor Disputes, Dignity at Work/Bullying, Equal Opportunities and Equality Policy – **agreed**.
- (ii) Amendments to sign continued Contract of Employment and to note changes including holiday were **agreed**.
- (iii) Members **agreed** to the EALC pay scale increase effective 1<sup>st</sup> April SCP 24 and the level to the new SCP 16 in line with the national agreement and Contract of Employment.
- (iv) The Office Allowance was reviewed and it was **agreed** not to increase.
- (v) The Staff Appraisal Form was reviewed by members. The Clerk to consider the PC comments and to add to the form for signature at the next meeting.
- (vi) It was **agreed** to defer the Training Intent Document to the next meeting.

**The meeting ended at 8.30 p.m.**

Signed .....  
Chairman

Date .....