

MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING at SHEPHERD AND DOG PUBLIC HOUSE on MONDAY the 15TH JULY, 2019 at 7.00 p.m.

Attendance: Cllr. D. McPherson-Davis – Chairman, Cllr. C. Finn, Cllr. G Jenkins and Cllr. T. Knight
Parish Clerk/RFO – Mrs. G. Bassett

Also in attendance: Cllr. M Buckley – ECC
Five members of the public

106/19 Apologies for Absence:

Apologies for absence received and accepted from Cllr. Kirby. Borough Cllr. Allen and Cllr. Sargent and ECC – Cllr. T. Ball.

107/19 Minutes of Previous Meeting:

The minutes of the Parish Council meeting of 17th June, 2019 were approved for accuracy. Proposed by Cllr. Jenkins and seconded by Cllr. Tony Knight – **agreed**.

108/19 Declaration of Members Interests:

Cllr. Kirby declaration of interest item 110/19 in his absence as declared in previous minutes.

109/19 Public Forum:

No items.

Borough and County Councillors:

Cllr. Buckley – ECC.

Council meeting at Essex regarding libraries in Essex. Decision that no Libraries across the County will close. Some will be run by volunteer groups.

Devolution of Highways to some Parish/Village and Town Councils. ECC prepared to enter into a contract and effectively become a contractor to activate the service for a set term.

Contact for devolution initially Cllr. Buckley for items such as grass cutting. Cllr. Bentley considering devolving repairs on Highways.

Closure of Wickford High Street on Saturdays only for a month to increase the market (dates to be confirmed).

Public raised:

157 Public Footpath requires cutting – Cllr. Buckley reviewing and by bus shelter opposite school brambles encroached to the pavement area. Public footpath behind the public house to Crays Hill Road.

Thank you from the Parish Council to Cllr. Buckley for the prompt response to the Highways clearing near the Shepherd and Dog public house.

110/19 Finance Report:

(i) **Expenditure:**

Clerk/RFO July 2019 Salary/Expenditure	£ 643.91
Clerk/RFO August 2019 Salary/Expenditure	£ 643.91
Bus Shelters – cleaning – July 2019	£ 80.00
Bus Shelters – cleaning – August 2019	£ 80.00
RCCE Renewal	£ 72.60
Installation litter bin – bark purchase	£ 125.00
Printer – Newsletters	£ 100.00

Proposed by Cllr. Knight and seconded by Cllr. Finn to make the payments – **agreed**.

- (ii) The Barclays Bank statement at 30th June, 2019 at £10,413.76 reconciliation with the actual £9,804.51 balance due to uncleared payments was reviewed. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins – **agreed**.
- (iii) Response to date not received from letter to Barclays in relation to FSA up to £85,000.00 confirmation on the position of the Parish Council's funds up to this amount should the bank fold - awaited. To note that a response had been received from NALC via EALC Legal Update that the Parish Council would be covered.

111/19 Planning:

Application No: 19/00513/FULL. Replace conservatory with single-storey rear extension and convert loft inclusive of hip to gable alteration and rear dormer. Alterations to the front elevation together with the addition of a pitched roof to the existing garage.

Location: 12 Hope Road, Crays Hill, Billericay, Essex. Responded had no objection.

Application No: 19/00822/FULL. Single storey rear extension.

Location: Abisca, Southlands Road, Crays Hill, Billericay, Essex.

No objection by the Parish Council.

Decided:

Application No: 19/00811/COND. Application for approval of details reserved by Condition 7 (External Materials) of consent 17/00227/FULL.

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

112/19 Community Projects/Issues:

- (i) Update on the funding application of £1,000.00 towards the estimated costing of £1,500.00 installation and purchase of replacement Notice Board at corner of Church Road and Crays Hill. The Parish Council considered and decided to apply for National Lottery fund – **agreed**.
- (ii) Form for micro grant for maintenance of the plants/bulbs in the area from ECC considered. Cllr. Kirby, Knight and Cllr. McPherson-Davis – weeded and tidied up the area by the village sign, the area by the war memorial and the PC notice board. Sacks of bark purchased and laid in an effort to prevent weeds coming through. It was **agreed** that this area would be reviewed and maintained by Cllr. Kirby, Cllr. McPherson-Davis and Cllr. Knight and minimal receipts for maintenance would be presented and considered for payment by the Parish Council – **agreed**.

The Parish Council publicly thanked the local resident for the maintenance of the surrounding grass area of the Notice Board opposite Crays Hill Primary school.

- (iii) Essex Bridleway Association confirmed it will provide posters regarding Sunday 28th July, 2019 via Church Lane along Crays Hill and down the bridleway in the morning. Marshalling for them under public liability. Cllr. Jenkins and Cllr. McPherson-Davis have additionally offered to assist with Cllr. Knight. A request for 3 vis a vis jackets for the Parish Council volunteers and confirmation the councillors are under the association insurance.
- (iv) Health and Wellbeing joint session in September or October with Ramsden Bellhouse Parish Council being arranged and notice will be advised to residents at that time. Suggestion now to include all Parish, Village and Town Councils under Basildon ABLC.

Considering one representative at least from each for a two-hour session. Further details have been requested to assist the community.

- (v) Remembrance Service:
- (a) Engagement with school, church and Police arrangements prior to the 10th November, 2019. Request for the microphone to be used via the Vicar. Parish Clerk to confirm.
 - (b) Consideration of venue – refreshments. Proposed by Cllr. McPherson-Davis – to request use of Shepherd and Dog with an amount up to £100.00. Seconded by Cllr. Jenkins – agreed.
- The Newsletter to be printed and circulated at the end of October 2019 which will include details of the Remembrance Service.
- (c) Consideration of donation to the Royal Air Force Wings Appeal. Proposed by Cllr. McPherson-Davis - £50.00 – seconded – Cllr. Finn – **agreed**.
 - (d) Order of Service to be prepared by the Clerk after consultation with the Church and then to be printed by the newsletter printer. Proposed by Cllr. Finn and seconded by Cllr. Jenkins – **agreed**.
 - (e) Number of wreaths. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Knight to request two - **agreed**. Clerk to contact Standard to request from the Royal British Legion. It was **agreed** to pay a donation for the Standard.
- (vi) Consideration of EALC May 2019 Legal Update:
- (a) Website update/legislation – accessibility, Essex County Council/e-mail address councillors to consider for data protection. Parish Clerk has made enquiries to provide website information/provider for the way forward.

Recommendation that the councillors set up separate e-mail addresses if not already for the council communication.
 - (b) Safeguarding Clerk/RFO - identity theft – consideration of P.O. Box. Parish Council reviewed. More information to be considered at the September meeting.
- (vii) Consideration of funding/costings – litter bin(s) in the car park of the park area. The Parish Council reviewed this and decided it will not be funding this for the ownership of the Basildon Borough Council car park – **agreed**.
- (viii) Storage – consideration of retrieval for review of destruction and storage returned (costings of returned storage split if agreed with Ramsden Bellhouse Parish Council). The Parish Council to review after the decision by Ramsden Bellhouse.
- (ix) Review/update on the printing and distribution of the Parish Council newsletter. Parish Council **agreed** to be sent to the printer.
It was proposed that Cllr. Jenkins compiles future newsletters, agrees future content with the Clerk and Council. The Clerk will then place the order with the printer.
Consideration of advertising – donations/set fees. VAT/Tax and legal implications. Clerk contacted EALC and HMRC regarding legal situation. Informed decision to be made at the next Parish Council meeting.
- (x) Training being arranged via ABLC/EALC. The Parish Council noted Councillors, Chairman and the role of the Officer of the Parish Council. Information provided to members to assist.

113/19 Clerk Report:

Noted report received from Clerk on information within the agenda.

EALC AGM at Great Dunmow on Thursday 19th September, members requesting to attend, to advise.

114/19 Travellers:

No further response from Basildon Borough Council on planning enforcement. This item can be removed from the agenda in the future.

Illegal action within the Parish has been requested again to the Planning Department. To date issues concerned outstanding include. Primarily North Road and Approach Road and Willow End Farm.

115/19 Car Park at Ramsden Crays Recreation Ground:

Basildon Borough Council no further information regarding its resolution in the area in connection with fly tipping as item (112/19 (vii) above) and the possibility of CCTV or other solutions awaited.

116/19 The Pensions Regulator:

Information received from HMRC – to note Officer contact updated on line.

- (i) To consider for re-enrolment date between 1st July and 31st December, 2019. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins for this to be implemented prior to the next PC meeting – **agreed**.
- (ii) Confirmation of employee to enroll – Parish Clerk/write to employee – September 2019 agenda.
- (iii) Subsequent to September review, the Parish Council to provide redeclaration – the Parish Council to write to confirm how met legal duties as in (i) and (ii) above.

117/19 Information/Correspondence/External Meeting Reports from Parish Councillors:

Information received noted.

Cllr. McPherson-Davis attending EALC meeting and AGM of Association of Basildon Local Councils, both this Thursday.

118/19 Public Question Time:

Residents raised concern along the London Road about the farmer ploughing less along some of this area and that there may be development. Parish Council informed that to date no plans for development.

Cllr. Buckley - end of December 2019/beginning of January 2020 likely to be the review for a few months. Then recommendations back to the Borough Council – further delay for the Local Plan. Timeframe probably not prior to January 2020.

Cllr. McPherson-Davis confirmed the counter proposal plan to be available to the parish in due course for the inspector to review.

119/19 Date of Next Meeting:

The next meeting of the Parish Council is scheduled to be on Monday 16th September, 2019. Location of the venue to be confirmed.

Meeting ended at 8.43 p.m.

Signed
Chairman

Dated