

Ramsden Crays Parish Council



Minutes of Ramsden Crays Parish Council MEETING held on **Thursday 17 June 2021 at 7.00p.m. at Ramsden Bellhouse Village Hall**

Attendance:

Cllr. Jenkins, Cllr. Kirby and Cllr. McPherson-Davis
Cllr. Ball. Cllr. Buckley. Cllr Sargent and Cllr. Allen

One member of the public

35/2021. Apologies

Cllr. Finn and Parish Clerk Mrs. Bassett

36/2021. Declaration of Members Interests

None

37/2021. Minutes

Approval of Annual Parish Council Meeting of 20th May 2021
Proposed by Cllr. Kirby, seconded by Cllr. Jenkins. All agreed
RESOLVED

38/2021. Finance Report

(i) Expenditure to consider

Salary/Expenses Mrs. Bassett June 2021 £726.12

I.C.O. No Invoice

Ramsden Bellhouse Village Hall. No Invoice

Proposed by Cllr. Kirby, seconded by Cllr. Jenkins to only pay Mrs. Bassett. All agreed **RESOLVED**

(ii) No decision on pay award

(iii) Bank Reconciliation to be submitted next Meeting.

39/2021. SBA-PFK Littlejohn

The Parish Council has responded to the correspondence.

40/2021 Barclays Bank

The Parish Council reviewed the wording of the Mandate letter and decided that it was not appropriately worded.

The Parish Council agreed a revised wording which was proposed by Cllr. Jenkins, seconded by Cllr. McPherson-Davis. All agreed

RESOLVED. A signed copy was sent to the Clerk.

41/2021 County Court Notice

The Parish Council has responded to the County Court regarding the claim by Mrs. Bassett.

42/2021 Insurance Renewal-Came & Co.

(i) The Parish Council has notified their Insurers of a potential Claim.

(ii) Payment of the Annual Premium of £587.09 was agreed at the Extraordinary meeting on the 14th June 2021

43/2021 Parish Clerk Report

Noted

44/2021 Public Questions

(i) A member of the public complained about the conduct of the Clerk at the Parish Council Meeting on the 20th May 2021 .

(ii) Cllr. Ball reminded the Council that there were limited funds available from ECC for minor projects. Parish Council to review future projects.

(iii) Cllr. Sargent agreed to check the latest Basildon Council Code of Conduct.

45/2021 Notice Board-Church Lane

The existing Notice Board is dangerous and should be removed.

Councillors agreed that the new Notice Board should as a temporary measure be attached to the existing posts with no ground work required. Proposed by Cllr. McPherson-Davis, seconded by Cllr. Jenkins. All agreed **RESOLVED**

It should be noted that Payment of £944.13 to Greenbarnes Ltd for the purchase of the Notice Board was agreed at the Extraordinary meeting on the 14th June 2021

46/2021 Internal Audit Report-Heelis and Lodge

(i) Recommendations

Cllr. McPherson-Davis proposed, seconded by Cllr. Kirby and All agreed **RESOLVED** that :-

(i) The RFO to implement the 5 recommendations contained in

- Report and explain to the Parish Council why this is necessary.
- (ii) The RFO to examine what Control Procedures are required and to advise the Parish Council accordingly.
 - (iii) The RFO to prepare a response letter from the Parish Council to send to the Internal Auditor regarding their report.

47/2021 Year End –AGAR-Annual returns

(i) Certificate of Exemption

Sections 2 of Part 2 of the AGAR were approved by the Parish Council and signed by the Chairman .

(ii) Section 1-Annual Governance Statement 2020/21

With reference to the Internal Audit Report the Parish Council Agreed that sections 1,2,3,4,5, should be marked NO. Following this decision the chairman signed the statement.

(iii)Section 2-Accounting Statements 2020/21

Following approval by the Parish Council the chairman signed The Statement.

(iv) Analysis of Variances was noted.

(v) The Bank reconciliation as at 31stMarch 2021was noted. Proposed by Cllr. McPherson-Davis,seconded by Cllr. Jenkins. All Agreed to the above decisions. **RESOLVED**

48/2021 Committees

(i) Personnel

Parish Council agreed that this Committee should include all Councillors in accordance with the TOR dated 15th February 2021

(ii) Other Committees

None

(i) Working Parties

None

(i) Outside Committees

Parish Council agreed that Cllr. McPherson-Davis should be appointed to the ABLC

49/2021 Vacancy for a Parish Councillor.

The Parish Council agreed that the vacancy should be advertised on the Website and Notice Board.

50/2021 Policies

Defer

51/2021 Code of Conduct

Defer until Cllr. Sargent confirms latest update.

52/2021 Parish Councillor Training

Defer until new Parish Councillor vacancy filled.

53/2021 Planning

Application No. 21/00784/FULL

Removal of existing static home and construction of
A detached 3 bed dwelling

Location: Oaks, Cray Farm, Oak Road, Crays Hill .
The Parish Council does not object.

Application No. 21/00808/FULL

Proposed single storey, front and side extension.

Location: Drybrook, Crays Hill.
The Parish Council does not object

DECIDED

Application No. 21/00120/OUT

Listed in error on agenda. It is a duplication of 21/00129/OUT

Application No. 21/00129/OUT

Location: Rose Cottage, Gardiners Lane North, Crays Hill.
Granted

Application: 21/00403/FULL

Location: 9, Hope Road, Crays Hill
Granted

54/2021 Date of Next Meeting

Parish Councillors expressed concern with holding meetings on a
Thursday . To be reviewed following the agreed meeting on the
Thursday 22nd July 2021 at 7.00pm.

The meeting closed at 8.30p.m.