

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD AT SHEPHERD AND DOG PUBLIC HOUSE ON MONDAY 20<sup>TH</sup> JANUARY, 2020 AT 7.00 p.m.**

**Attendance:** Cllr. D. McPherson-Davis, Cllr. M. Kirby, Cllr. G. Jenkins, Cllr. C. Finn and Cllr. T. Knight, Parish Clerk/RFO Mrs. Georgina Bassett

Also in attendance: Cllr. T. Ball – ECC  
One member of the public

**01/2020 Apologies:**

Apologies for absence received from Cllr. T. Sargent – Basildon Borough Council and Cllr. Buckley – ECC.

**02/2020 Minutes:**

The accuracy of the minutes 18th November 2019 to be approved. Proposed by Cllr. Kirby and seconded by Cllr. Jenkins. **RESOLVED.**

The accuracy of the minutes 16<sup>th</sup> December, 2019 to be approved. Cllr. McPherson-Davis requested that the ultimate paragraph under 177/19 (a) be deleted and that he had asked the Parish Clerk to remove this from the minutes prior to the meeting.

The Parish Clerk explained that the information was given to all members both prior to the decision by e-mail 15.11.19. Hard copies also provided at the 16<sup>th</sup> December meeting and again at this meeting to assist members.

- (i) These are the Officer's minutes. Resolution to accept the minutes is a record on the accuracy of the proceedings and decisions at the meeting. Any proposal by a member and subsequent decision by Council to amend wording is on the accuracy. A proposal to remove this paragraph of the minutes of 16<sup>th</sup> December, 2019 is not on accuracy and any proposal to remove this paragraph would be inaccurate. This was part of the public meeting and the Officer's minutes as a public record and should be recorded accordingly.
- (ii) There is a requirement for the Parish Council for transparency and a paper trail, particularly on decisions, these include information provided by the Officer. Specifically relevant in the unusual circumstances by the Parish Council on its decision to remove the delegated powers of the Responsible Financial Officer from the Financial Regulations.
- (iii) Necessity for records for an audit trail should any issues/legal implications arise as a result of this decision either with the current or a Council elected in May 2020 or thereafter for any consequences ie delayed payment of contractor, insurance, employee etc. that it was the Parish Council decision against the advice of the Responsible Financial Officer/Parish Clerk.

It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby that the Parish Clerk write to all councillors expressing/highlighting reasons against his proposal to delete this paragraph of the minutes in 177/19 (a) of 16<sup>th</sup> December, 2019 and why this paragraph should remain in relation to the actions taken.

To defer the approval of the minutes on its accuracy to the next meeting. **RESOLVED.**

**03/2020 Declaration of Members Interests**

The Parish Clerk declared a non-pecuniary interest on item 05/2020 SBS Storage. No pecuniary or other non-pecuniary declarations of interest received on items on the agenda from members.

**04/2020 Public Forum:**

No questions received from the public on items on the agenda.

Cllr. Ball of Essex County Council confirmed increase in council tax of 3.9%. 2% will be on adult social care and 1.9% to the General Fund. Main pressure on the budget is the increase to the National living wage and there will be an increase to the Highway budget. Primarily pressure to decrease the ECC budget by millions of pounds.

Cllr. Ball confirmed he has reported the pot holes in item 180/19 in minutes 16<sup>th</sup> December, 2019.

A congestion charge on A127 is not being considered for at this time. There will be a 50 mile average speed limit in effect at the end of the month, this needs to be monitored to see if it reduces pollution. The government suggested that if this does not work they will look at polluted vehicles on high, not low emission, with the exclusion of cars.

Speed survey requested to be implemented for a trial by the Shepherd and Dog public house on the downhill in the direction of Billericay due to high acceleration. Cllr. Ball will make enquiries for this trial and update in due course.

**05/2020 Finance Report:**

**(i) Expenditure:**

Clerk/RFO January 2020 Salary/Expenditure	£ 664.15
Clerk/RFO – HMRC reimbursement	£ 559.72
SBS Storage	£ 26.70
Basildon Window Cleaning (bus shelters) – Feb 2020	£ 80.00

(ii) Bank statement December £11,208.42 reconciled with actual of £10,998.42.

Proposed by Cllr. McPherson-Davis and seconded by Cllr. Knight to make payments and reconcile the bank statement. **RESOLVED.**

**06/2020 Planning:**

**Application No: 19/01445/FULL.** Demolition of existing double garage, garden shed and stable and erection of a 3-bedroom chalet at land rear of Pickwick.

**Location:** Pickwick, Gardiners Lane North, Crays Hill, Billericay, Essex. **Refused.**

**Application No: 19/01241/FULL.** Erection of single storey front extension.

**Location:** 2 Staceys Mount, Crays Hill, Billericay, Essex. **Granted.**

**Consultation:**

**Strengthening Police Powers to Tackle Unauthorised Encampments**

The response of 19 questions with sub questions for deadline of 19<sup>th</sup> February, 2020 considered. Cllr. McPherson-Davis confirmed he had replied and suggested councillors complete and respond individually.

**07/2020 Community Projects/Issues:**

(i) Update received that the decision should be within 4 months to the response to the Lottery Application reapplying online funding for £1,000.00 towards the installation and purchase of replacement Notice Board at corner of Church Lane and Crays Hill Road noted.

(ii) Parish Council website via VCS was noted. A link should be available for members to review prior to the next Parish Council meeting before going live with a decision at the February meeting.

- (iii) The storage company has returned all the documents. The Parish Clerk reviewing for revised retention list. SBS informed the Council that effective 1<sup>st</sup> January, 2020 it would be required to store either a minimum of 100 boxes or pay a monthly charge of £25.00 + VAT. Cllr. Kirby commented he had spoken to members of the public that use companies to scan hard documents for retention. Members considered this for a future option. Cllr. Kirby to provide details of scanning companies to the Parish Clerk to assist on obtaining costings and feasibility for the February meeting.
- (iv) Response from Caloo regarding the structural warranty considered.
  - (a) The Parish Council reviewed costings for site visit and maintenance in relation to rust on the fitness units installed in the play area with reference to evidenced photographs at a reduced cost of £295.00.
  - (b) Parish Clerk to contact Basildon to consider either maintenance costs to Caloo or it to maintain considering the rust issues.
- (v) ECC requested applications for 4 bus shelter licences. The Parish Clerk to continue with the licence applications for these shelters.

**08/2020 Internal Auditor Appointment:**

The Parish Council considered the three new costings for internal auditor appointment for year ending 31<sup>st</sup> March, 2020.

Proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby to appoint Heather Heelis - £80.00 – Income/Expenditure up to £15,000.00 plus £30.00 courier facility. **RESOLVED.**

**09/2020 Clerk Report:**

Information received on agenda items noted.

**10/2020 Information/Correspondence/External Meeting Reports from Parish Councillors:**

Update from Cllr. McPherson-Davis. The EALC Executive and ABLC Meetings both cancelled due to illness to be reconvened. Attended a Planning Meeting on behalf of ABLC and only item was the procedures for enforcement action. Proposals are about 20 levels of enforcement. Intended to speed up the enforcement action either by the Planning Department or the Head of Planning Department Committee.

**11/2020 Public Question Time:**

Will there be a copy available for residents on new laws and regulations for enforcements. Cllr. McPherson-Davis answered “hopefully in the next set of minutes”.

**12/2020 Date of Next Meeting:**

The next meeting of the Parish Council is scheduled for Monday 10<sup>th</sup> February, 2020 at the Shepherd and Dog Public House.

**Meeting ended at 8.00 p.m.**

Signed .....  
Chairman

Dated .....