

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD AT THE SHEPHERD AND DOG PUBLIC HOUSE ON MONDAY 16<sup>TH</sup> MARCH, 2020 AT 7.00 P.M.**

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

No Members of the public.

Cllr. T. Ball – Essex County Council arrived at 8.05 p.m.

**26/2020 Apologies:**

Apologies for absence received from Cllr. Knight.

**27/2020 Minutes:**

Minutes of 24<sup>th</sup> February, 2020 were reviewed for an accurate record of the meeting. Proposed by Cllr. Kirby and seconded by Cllr. Jenkins to accept – **RESOLVED.**

**28/2020 Declaration of Members Interests:**

A non-pecuniary declaration of interest received on the agenda by the Proper Officer on item 32/2020 (iii).

**29/2020 Public Forum:**

None.

**Updates from Borough and County Councillors:**

None.

**30/2020 Finance Report:**

**(i) Expenditure:**

Clerk/RFO March 2020 Salary/Expenditure/PC	£ 796.65
HMRC – Employee Tax	£ 35.00
VCS Websites Ltd	£ 212.50
Bus Shelters – maintenance (March)	£ 80.00
Bus Shelters – maintenance (April)	£ 80.00
Word and Excel packaging	£ 119.99

(ii) Bank statement February 2020 £9,045.39 to be reconciled with actual of £8,804.39.

Proposed by Cllr. Jenkins and seconded by Cllr. Finn to pay the above and reconcile the bank – **RESOLVED.**

Proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby for Cllr. McPherson-Davis to retain the cheque book due to the current situation in the country.

**31/2020 Planning:**

**Application:**

**Application No: 20/00215/FULL.** Construct detached for/five bedroom chalet- bungalow and detached garage to rear (revision of planning permission 18/00318/FULL).

**Location:** Land to the West of the Aviary, Crays Hill Road, Billericay, Essex.

Objection from previous response upheld. It appears that the applicant had not sought advice from Basildon's Planning department.

**Appeal V1505/C18/3212159/3212160** – Unauthorised Change – option 1. Authorised Change Option 2.

**Location:** Alton Lodge, North Road, Crays Hill, Billericay, Essex.  
Noted.

The following were not on the February agenda - had been responded via communication with members:

**Application No: 20/00165/FULL.** Construction of a three-bedroom dwelling.  
**Location:** The Willows, Crays Hill Road, Billericay, Essex.  
No objection by the Parish Council.

**Application No: 20/00198/OUT.** Outline application for the erection of agricultural workers dwelling with all matters reserved except access.  
**Location:** Crays Hall Farm, Church Lane, Ramsden Crays, Billericay, Essex.  
The Parish Council has no objection.

**Application No: 20/00122/FULL.** Erection of agricultural barn building for secured storage of tractor mower and other required agricultural implements.  
**Location:** The Oaks, Land to the left of Pond Farm, London Road, Crays Hill, Billericay, Essex.

The Parish Council objected on the grounds of green belt and already has an existing article 4 on that area. It also has concerns that should the application be granted it will create a precedent for any future applications.

### **32/2020 Community Projects/Issues:**

- (i) The Lottery Application reapplying online funding for £1,000.00 towards the installation and purchase of replacement Notice Board at corner of Church Road and the A129 has been refused. Members considered the way forward. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins to chase up the supplier and a quote for Cllr. Kirby and a delivery time idea - **RESOLVED**.
- (ii) The Parish Council website via VCS was considered, no known amendments to the website from the Council.
- (iii) It was noted that the scanning company did not materialise. The Parish Council considered two other options for further decision.
- (iv) Support from County Councillors and response received to date from Basildon Borough Council on the request by the Parish Council to maintain the majority of the six fitness items in the park area that have rusted that were installed by Caloo. Nothing further received from Basildon. Clerk to request for support from Cllr. Sargent and Cllr. Allen.
- (v) No further information received from Essex County Council on the licences of 4 bus shelters. Information on advertising on bus shelters via ECC to be available at the end of the week. Clerk will follow this up.
- (vi) The Parish Council reviewed the Newsletter. It was **RESOLVED** following slight amendment for the Newsletter to be printed and distributed as soon as possible.
- (vii) Parish Council Elections. It was noted that due to the current virus in the United Kingdom that the elections will now be deferred for another year to May 2021.

### **33/2020 Community Governance Review:**

The Parish Council reviewed the Community Governance Review 2020 for response to Basildon Borough Council.

Proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby that London Road basically be the boundary and Ramsden Crays adopts all the housing between our current boundary and the new Wickford Town boundary South of the A129 and that Ramsden Bellhouse would adopt the corresponding housing to the North of the A129 – **RESOLVED.**

Requested that the Proper Officer provide proposals to both Parish Councils.

**34/2020 Policies/Procedures Review:**

Minor Disputes Against Councillors

Freedom of Information

Risk Assessment

Information Data Protection Policy

Social Media and Electronic Communication

Dignity at Work/Bullying – Harassment

Equality Policy

Complaints Procedure

Guidelines E-mail usage

Subject Access Req. Form

Complaints Procedure

Openness and Transparency

E-mail Policy Guidelines

Subject Access

Consent Hold Contact

Equal Opportunity Policy

Minor Disputes against Councillors

Risk Assessment

Information Data Protection Policy

**Agreed** that Councillors would review the documents on the website – for changes and update.

**Cllr. T. Ball arrived at 20.05 p.m. following attendance from an Essex County Council Meeting.**

Update on Coronavirus – closer liaison between ECC with EALC. Cllr. Ball attended meeting for businesses earlier. ECC will meet as a scaled down cabinet tomorrow. AGM brought forward to 26<sup>th</sup> March instead of May, 2020. Review of the cabinet of the elderly and more vulnerable and consideration of reduced public gatherings. Contingency plans for carers, food banks and other charitable organisations. Parishes, neighbours and streets to support each other. Schools to remain open for as long as possible, if school closes will then be a “camp” organized to assist NHS and other workers to enable to keep home.

**35/2020 Clerk Report:**

Information received noted.

**36/2020 Information/Correspondence/External Meeting Reports from Parish Councillors:**

Cllr. D. McPherson-Davis - attended liaison meeting – main discussion community governance review. EALC Executive Meeting on 19<sup>th</sup> March attending pending cancellation and p.m. Association of Basildon Local Councils on 19<sup>th</sup> March p.m.

**37/2020 Public Question Time:**

None.

**38/2020 Date of Next Meeting:**

The next meeting of the Parish Council is to be confirmed.

**Ended at 8.20 p.m.**

**Chairman** ..... **Dated** .....