

# ***Ramsden Crays Parish Council***



## **RAMSDEN CRAYS PARISH COUNCIL**

MINUTES OF THE MEETING OF RAMSDEN CRAYS PARISH COUNCIL HELD AT THE CHURCH HALL, RAMSDEN CRAYS ON WEDNESDAY 24<sup>TH</sup> FEBRUARY, 2010 AT 7.30 PM

### **PRESENT:**

Councillors: A. Peake (Chairman), T. Borer (Vice-Chairman)  
J. Lucas and D. McPherson-Davis

### **ALSO PRESENT:**

Georgina Bassett – Clerk to the Council  
1 member of the public

The Chairman resolved to re-order the agenda:

### **35/01 PRESENTATION/UPDATE FROM ESSEX COUNTY COUNCIL HIGHWAYS**

Mr. Peter Wright of E.C.C. to attend and provide an update on the situation on roads in the surrounding area.

#### **Gardiners Lane North:**

- (i) Pathway extension along Gardiners Lane North near the chicane - Mr. Wright informed the Council that currently there are budgetary constraints in this financial year and it is something to be considered in the next financial year.
- (ii) Flooding – members were of the opinion there used to be a ditch on the Southend side. Trial holes to be dropped in the next financial year to try to locate headwall of ditch if not able to locate then gully will be installed and connection laid across to opposite ditch. In the interim there are to be channels dug out in the verge known as “grips”.
- (iii) He informed members that there are numerous potholes in the area of Basildon and these are currently being prioritised by two dedicated contract teams.

#### **Hardings Elms Way:**

- (i) The one-way system has been deferred for consideration in the next financial year.
- (ii) Mr. Wright will ask for further information on improvements on ditches in this area in general.

#### **Oak Road:**

- (i) Lay-by in Oak Road by the Belvedere eastwards will be resurfaced in this coming financial year.
- (ii) The remainder of the road should be surfaced dressed in the following financial year.
- (iii) Speeding in Oak Road – there will not be a 20 mile per hour limit as this needs to be enforced by the Police – not viable. Neither will speed humps or

chicanes be installed.

**London Road:**

- (i) Situation with drains, particularly in two areas – lower end – likely cause is tree roots blocking the drain and water running across both sides of the road. Mr. Wright will follow up on the trees affecting the drains. Drain near the Shepherd and Dog the water is coming out of the drain and running down the hill, initially slushy, then freezing and becomes icy. Mr. Wright will refer the drains issue to the back office.

**Oak Avenue:**

- (i) The Right of Way has been cleared for access for residents to enable them to walk to the shops.

He confirmed he will provide any further information on the above issues to the Clerk for the Council. Mr. Wright was thanked for his time and effort in attempting to resolve these issues.

08:10 Meeting Commenced:

**31/01 APOLOGIES FOR ABSENCE**

Apologies for absence received from Councillors R. Reeve, S. Allen, T. Sargent and D. Morris.

**32/01 MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council Meeting on 20<sup>th</sup> January, 2010 were considered, Councillor Peake proposed the following alterations:

- (i) To minute no. 16/01 to take out “The Clerk advised the Council that the drafted letter would bring the Council into disrepute and Cllr. McPherson-Davis also advised the Council to that effect”.

The Clerk informed the Council that she was not in agreement to this change.

Cllr. Borer seconded this proposal – it was **agreed** to make the changes.

Cllr. McPherson-Davis disagreed with the proposal, he abstained from voting and requested this to be recorded.

- (ii) Councillor Borer proposed and Councillor Lucas seconded the proposal to add to minute no. 25/01 (b). “and disagreed with the contents of the letter”. It was **agreed**.

**33/01 DECLARATIONS OF MEMBERS’ INTERESTS**

No declarations of members’ interests received on agenda items.

**34/01 PUBLIC SESSION**

No comments/questions.

**36/01 PROGRESS CHECK FROM LAST MEETING**

The planning issue with regard to log cabins on Woodlands, North Road, was raised and the Clerk informed members that the latest response received to date is that this is now with enforcement.

**37/01 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS**

There were no reports to be received from councillors on any meetings that they have recently attended.

**38/01 INFORMATION EXCHANGE**

- (i) Cllr. Peake confirmed that in the absence of Cllr. Lucas, he will attend the B.D.C. Liaison Meeting, on the revised date of 1<sup>st</sup> April, 2010 and pre-meeting.
- (ii) Gardiners Lane North/on the approach from Southend Road – situation with vehicles parked on the kerb.

**39/01 CHARTER BETWEEN BASILDON DISTRICT COUNCIL AND RAMSDEN CRAYS PARISH COUNCIL**

Cllr. Peake proposed that the Council has a Working Party to review the Charter between Basildon District Council and Ramsden Crays Parish Council. The proposal was seconded by Cllr. Borer – **agreed**.

**40/01 INTERNAL AUDIT**

The Council to confirm:

- (i) The Council reviewed the internal audit report and was satisfied that it had considered the recommendations and actioned items where appropriate including an increase of £8,500.00 Fidelity Guarantee in September 2009 Minutes.

Proposed by Cllr. Peake and seconded by Cllr. McPherson-Davis – **agreed**.

- (ii) The Council considered the costings of the internal auditor Heelis and Lodge for re-appointment for the year ending 31<sup>st</sup> March 2010.

Proposed by Cllr. Peake and seconded by Cllr. Lucas – **agreed**.

**41/01 NATIONAL ASSOCIATION OF LOCAL COUNCILS**

The two documents received from the EALC for comments on (i) Towards a Development Strategy and Business Plan 2010 – 2015 and (ii) Development Strategy and Business Plan 2010 – 2015 (draft for consultation) were considered. Council's comments were "no financial figures of costings included for NALC and it opposes the creation of Regional Bodies and the Central Control of existing County Associations".

Proposed by Cllr. Peake and seconded by Cllr. Lucas – **agreed**.

**42/01 HIGHWAYS SCHEMES**

Councillor Peake proposed and Councillor Borer seconded the proposal for the Parish Council to request a seat with full voting rights on Basildon Highways Panel - **agreed**. The Clerk will write to E.C.C. Highways Liaison Officer.

**43/01 PARISH COUNCIL MEETING VENUES – 2011**

- (i) The Council considered the letter received from The Parish of St. Mary Magdalene, Great Burstead advising that the Church hall would not be available for use after 2010.
- (ii) The Council instructed the Clerk to write to E.C.C. to enquire of costs on a restricted budget for the use of Crays Hill Primary School as it is the most appropriate venue to hold Parish Council Meetings effective 2011.
- (iii) The Clerk to write a letter on behalf of the Parish Council to Billericay Sports Table Tennis Club to inform them that the Parish Council is writing to E.C.C. to request the possibility of the use of Crays Hill Primary School for Parish Council meetings and will inform them of its response.

**44/01 STREET LIGHTING – PRIVATE FINANCE INITIATIVE**

The Council considered the information as to whether or not it would like to be involved in the Street Lighting Project. The Council **agreed** not to be involved in the project and the Clerk was instructed to reply accordingly.

**45/01 ESSEX COUNTY COUNCIL COMMUNITY INITIATIVE FUNDS – APPLICATIONS**

Cllr. McPherson-Davis updated the Council on the response to applications for funding on the following:

- (i) E.C.C. C.I.F. Highways – extended footway, A129 through Crays Hill. Response was that it was assessed by engineers and deemed unviable.
- (ii) E.C.C. C.I.F. – replace slide in Crays Hill Recreation Ground – requested £3,000.00. A grant was accorded to the Parish Council of £2,600.00. The

Council **agreed** for Cllr. McPherson-Davis to speak with B.D.C. to reassess the cost of the project. It is to be deferred for consideration at the next Parish Council Meeting.

#### **46/01 ASSETS – MAINTENANCE – REPAIR**

To consider repairs/maintenance and risk assessments:

- (i) Notice Board – requires paint:  
Cllr. Peake confirmed that as per his voluntary offer last year, he would paint this notice board (in accordance with the risk assessment) when the weather improves. He will inform the Clerk prior to painting to comply with the insurance company that they are advised for the purposes of risk cover.
- (ii) Four bus shelters:  
Cllr. Lucas confirmed that all four shelters have been assessed and do not require immediate maintenance. It was **agreed** that basic maintenance would be considered for two of the bus shelters late spring/early summer on a rolling system.  
Cllr. Lucas provided the Council with costings from one company. The Clerk will review the standing orders and confirm to Council the number of quotations required for the maintenance. The Clerk will contact the company and thank them for the information.
- (iii) Village Sign – washover and varnish:  
It was **agreed** to review this at a Working Party of members of the Council.

#### **47/01 PROCEDURES – STANDING ORDERS**

The Parish Council **agreed** to have a Working Party of members of the Council to review/amend items (i) to (vi) as listed below:

- (i) Current insurance company and insurance review to date.
- (ii) Financial Regulations – internal financial procedures.
- (iii) Risk Assessments – Clerk's, documents etc.
- (iv) Inspection of Assets, condition and replacement value
- (v) The control of internal procedures (effectiveness).
- (vi) Standing Orders.  
The Council **agreed** not to approve payment and review the current standing orders with revised publication, but without Part 2 publication.

#### **48/01 NEWSLETTER**

Members reviewed the newsletter and **agreed** as there will be a publication of the Annual Report during April for the Annual Parish Meeting to defer distribution.

#### **49/01 THREE YEAR PLAN**

- (i) Resident ideas – newsletter, pushing forward ideas for the future.
- (ii) Ideas to date for the future – including current considerations.
- (iii) Quality Parish Council – documentation circulated for review and consideration.
- (iv) Installation of additional benches within the park with regard to funding – i.e. CIF application for 2011-2012.

It was **agreed** to review/consider the above items to the Working Party for consideration and recommendation to Full Council:

- (v) Dog and litter bins – Cllr. Lucas informed members that he had liaised with B.D.C. and had been advised there is a plan of the location of these bins. The Clerk will contact B.D.C. to request a copy of the plan and ask for additional dog bins to be provided by B.D.C. in the park/recreational area that is owned by B.D.C. and for a site visit with councillor(s) to discuss the way forward for

- additional litter/dog bins within the Parish.
- (vi) Flower baskets/troughs.  
Cllr. Borer suggested four troughs, locations to be considered:
- One on approach at either end of the entrance to the village by the gates (two in total).
  - One situated at the bench, overlooking Ramsden Bellhouse.
  - One by the electric station near Crays Hill Primary School.

It was **agreed** that the Clerk write to E.C.C. to request approval of these troughs prior to further consideration by the Parish Council.

- (vii) Refurbishment of the village sign.  
As minuted in 46/01 – Working Party to consider.

#### **50/01 HIGHWAYS ISSUES**

The following items were addressed at the presentation by Mr. Wright :

- (i) Blocked drains – London Road A129 near Pond Farm.
- (ii) Oak Road – litter, resurfacing and 20 mph restriction.
- (iii) Gardiners Lane North – speeding, potholes.
- (iv) Hardings Elms Road – one way system, speed restrictions and barriers.

#### **51/01 BATPC**

The draft letter was considered for submission by Cllr. Lucas from the Parish Council. Cllr. Lucas proposed and Cllr. Peake seconded that it be submitted to BATPC. It was **agreed**. Cllr. McPherson-Davis objected to the letter and requested that this be recorded.

#### **52/01 PLANNING:**

##### **Applications:**

**10/00036/FULL.** Demolition of existing single storey rear wing extensions and addition of two storey extension. Construction of “Orangery” to side elevation (single storey).

**Location:** Great Barns, Oak Avenue, Crays Hill, Billericay, Essex.

**No objection.** A request was made for confirmation of the boundary of Great Barns.

**10/00080/FULL.** Single storey rear extension.

**Location:** Lillipad, Crays Hill, Billericay, Essex.

**No objection.**

**10/00095/COND.** To discharge conditions 2, 3, 7 and 10 of 09/00776/FULL.

**Location:** Pump Cottage, Crays Hill, Billericay, Essex.

**10/00079/FULL.** Retain hipped pitch roofed ground floor rear extension forming dayroom, utility room and WC.

**Location:** Crown View, Crays Hill Road, Crays Hill, Billericay, Essex.

**Objected.**

**10/00122/FULL.** Single storey rear extension and conversion of garage to habitable room.

**Location:** 2 Gardiners Cottage, Gardiners Lane North, Crays Hill, Billericay, Essex.

**No objection.**

##### **Decided:**

**09/00994/FULL.** Replacement bungalow with detached garage.

**Location:** Loven Joel, Crays Hill Road, Ramsden Crays, Billericay, Essex. **Granted.**

**09/01043/FULL.** Single storey front extension, two storey side extension and alterations to roof at rear.

**Location:** 3 Pipp's Hill Cottage, Pipp's Hill Road North, Crays Hill, Billericay, Essex.

**Refused.**

**09/01099/FULL.** To establish the lawfulness of 1 proposed side extension and 1 proposed rear extension.

**Location:** Meadowsweet, Oak Avenue, Crays Hill, Billericay, Essex. **Refused.**

**09/01058/FULL.** Extension to front dormer.

**Location:** 17 High View Rise, Crays Hill, Billericay, Essex. **Granted**

**53/01 FINANCES:**

**Cheques agreed for payment:**

Mrs. G. Bassett – February Salary/expenses £329.02

Noak Bridge (or EALC) – Training – Cllr. Peake £ 21.00

Minutes Guard Book (appr. payment Mins. No. 01/68 £ 205.32

21.10.09 - £50.00 Cllr. Reeve, £124.74 residents 21.12.09 pd acct

**Received:**

Shotgate Parish Council - £7.00 towards 25% not received on bursary for course attended during 2009.

**54/01 CORRESPONDENCE:**

For information only:

Basildon District Council

Appeals and General Purposes Committee Minutes 17.11.09

Cabinet Minutes 14.01.10

Council Minutes 26.11.10

Development Control and Traffic Management Committee Minutes 12.01.10

Overview and Scrutiny Committee Minutes 20.01.10

Members Bulletin 11<sup>th</sup> February 2010/No. 2010/06

EALC

EALC – Executive Meeting 19<sup>th</sup> November 2009 – Minutes

NALC – Chief Executives Report December 2009

General

Town and Country Planning

NSPCC

Quality Parish Council – Celebrating the Success of 1<sup>st</sup> Tier of Local Councils in Essex September 2009

The Playing Field Newsletter – Winter 2010

**55/01 PUBLIC QUESTION TIME:**

Issues raised:

The grass on the corner of the road opposite Crays Hill Primary School, Gardiners Lane North and the A129 has been churned up and there is illegal parking on a regular basis. This is to be reviewed in the March Parish Council Meeting.

**56/01 DATE OF THE NEXT MEETING:**

The next Ramsden Crays Parish Council Meeting will be on Wednesday 17th March, 2010 at 7.30 p.m. at the Church Hall, Crays Hill.

**MEETING CLOSED AT 09:50 P.M.**

**SIGNED (CHAIRMAN):** ..... **DATE:** .....