

MINUTES OF THE ANNUAL MEETING OF RAMSDEN CRAYS PARISH COUNCIL HELD AT CRAYS HILL PRIMARY SCHOOL ON WEDNESDAY 16TH MAY 2012 AT 7.30 P.M.

PRESENT:

Councillors: A. Peake, T. Borer, D. McPherson-Davis and N. Flint

ALSO PRESENT:

Parish Clerk – Georgina Bassett
One member of the public
PC W. Sharp

93/12 ELECTION OF CHAIRMAN:

- (i) It was proposed by Cllr. Borer and seconded by Cllr. Flint to elect Cllr. Peake as Chairman – **agreed**.
- (ii) The Chairman signed the declaration of acceptance of office.

94/12 ELECTION OF THE VICE-CHAIRMAN:

It was proposed by Cllr. Peake and seconded by Cllr. Flint to appoint Cllr. Borer as Vice-Chairman.

95/12 DECLARATIONS OF ACCEPTANCE OF OFFICE:

- (i) Confirmation that all councillors signed acceptance to office prior to commencement of the meeting.
- (ii) Members to note their duty to register interests under paragraphs 13 and 14 of the Code of Conduct, to provide written notification to the Monitoring Officer within 28 days of being aware of any changes.

96/12 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting held on 18th April, 2012 were **agreed** as a true and accurate record. Proposed by Cllr. Borer and seconded by Cllr. Peake.

97/12 PRESENTATION/UPDATES:

Cllr. Don Morris provided an update on traffic situation/highways issues on Hardings Elms Road/Pipps Hill Road North.

He confirmed that a new Highways contract is in place along with additional rolling programme of pot hole filling. Contractors are currently looking at the roads in advance of the filling. Cllr. Morris requested members to notify him of any potholes outstanding and if any services are seen digging within the area.

Cllr. Morris confirmed he will look at the resurfacing situation at the bottom end of Oak Road.

To be a newly appointed Area Highways Panel with a restricted budget of £1 million. A representative from the ABLC to be appointed onto the panel.

Cllr. Morris confirmed his support of a speed reduction to 30 mph in Hardings Elms Lane. He will look into the replacement bollards, one outside Hemming Stores and the other the opposite side of the road.

A request was made for Cllr. Morris to review the pavement cracked along High View Rise as a subsequence to parking on the pavement.

PC Sharp provided reported information statistics within Ramsden Crays. Five animal incidents. Nuisance other – one. One theft from motor, one theft in general.

A request was made and confirmed by PC Sharp to look into unsheeted large vehicles with sand etc. passing along the main road with loads falling into the gully on highway with dangerous load.

98/12 STANDING ORDERS AND FINANCIAL REGULATIONS:

It was **agreed** for the moment in time there not to be any amendments to the standing orders and financial regulations, however, for these to be reviewed after the consideration of adoption of the new Code of Conduct.

99/12 REVIEW OF DONATIONS:

It was proposed by Cllr. Peake and seconded by Cllr. Borer to write a cheque for £100.00 under S137 donation for Essex Air Ambulance.

It was proposed and **agreed** to write a cheque for £100.00 under S137 donation to the Church towards the upkeep of the cemetery.

100/12 REPRESENTIVES:

(a) It was proposed by Cllr. Peake and seconded by Cllr. Borer for the Parish Council Representative for the year May 2012 – April, 2013 on the ABLC to be Cllr. McPherson-Davis.

(b) It was proposed by Cllr. Peake and seconded by Cllr. Borer for the Parish Council Transport Representative for the year May 2012 – April, 2013 to be Cllr. Flint.

01/12 APPOINTMENT OF ANY NEW/CURRENT COMMITTEES:

Consideration was made for a Finance and General Purposes Committee Meeting, with all councillors to be on the Committee. With a minimum of 3 in attendance on the Committee. It was proposed by Cllr. Borer and seconded by Cllr. Peake for such a committee - **agreed**. The Terms of reference to be approved at the first meeting.

02/12 REVIEW:

(i) Insurance for renewal on 1st June, 2012 with 5% increase for assets was noted and payments to be made of £738.81 – **agreed**.

(ii) It was proposed by Cllr. Peake and seconded by Cllr. Flint to pay half of SLCC renewal subscription (£70.00) with Shotgate Parish Council. Full cost of £140.00

(iii) The Parish Council's Complaints Procedure was reviewed and it was **agreed** to review at consideration of adoption of new Code of Conduct.

(iv) The Freedom of Information Act 2000 and Data Protection Act 1998 were noted. No change.

(v) Consideration was made for establishing a Council's policy for dealing with the press and it was **agreed** that members confirm when speaking as individuals.

(vi) 2013 Full Council Meetings and the Annual Parish Meeting were considered and it was **agreed** to continue on the 3rd Wednesday of the month for Full Council Meetings (except for August) and the Annual Parish Meeting to be at the same date as the Parish Council Meeting in April 2013.

03/12 APOLOGIES FOR ABSENCE:

Apologies for absence received from Borough Councillors Stuart Allen and Terri Sargent. Essex County Councillor – Iris Pummell.

04/12 DECLARATIONS OF MEMBERS' INTERESTS:

No "personal" or "personal or prejudicial" interests relating to items on the agenda.

05/12 PUBLIC SESSION:

- (a) Code of Conduct 2007 s.12(2): No Members with prejudicial interests to be heard.
- (b) No members of the public heard.
- (c) No reports from Essex County Council by District/Basildon Borough Council Ward Councillors.

06/12 FINANCE:

The payments of the following were **agreed** in addition to those in 98/12 and 01/12 including changes to Clerk's hours – 7 ½ a week and increase to allowances – room hire etc. as per 18th April, 2012 meeting:

Clerk Salary/Expenses - May	£ 336.17
EALC – General Power of Competence Training 50% Shotgate	£ 17.50
SLCC – 50% of £140.00 cost with Shotgate	£ 70.00
Allianz insurance renewal	£ 738.81
Essex Air Ambulance S137	£ 100.00
Parochial Church s137 – upkeep of the Churchyard	£ 100.00

07/12 PLANNING APPLICATIONS:

Application No: 12/00358/FULL. Pitched roof canopy at front entrance and brick skirting wall with timber boarded cladding to front elevation (South).

Location: Meadowsweet, Oak Avenue, Crays Hill, Billericay.
The Parish Council has no objection.

Application No: 12/00384/NMABAS. Establishment whether the use of stock brickwork as finish to all elevations apart from first floor front.

Location: Weir Cottage, Hardings Elms Road.
The Parish Council noted.

Application No: 12/00380/FULL. Single storey side extension with part new roof.

Location: Crayside, Oak Road, Crays Hill, Billericay, Essex.
The Parish Council has no objection.

Application No: 09/00507/FULL. Erection of an outbuilding to the rear for use as a games room.

Location: Walnut Tree House, London Road, Crays Hill, Billericay, Essex.
The Parish Council has no objection provided it falls within the planning regulations.

Application No: 12/00410/OUT. Outline application for the construction of six x 4 bedroom houses and private access.

Location: Bridge Cottage, Crays Hill, Billericay, Essex.
The Parish Council objects as development on the green belt.

Decisions:

Application No: 12/0216/LDC. To establish the lawfulness of a proposed single storey side extension and two storey rear extension.

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

Application No: 12/00187/FULL. Proposed Orangery.

Location: Overmead, London Road, Crays Hill, Billericay, Essex. **Refused.**

08/12 RE-SITING OF STONE MEMORIAL – WOODEN MEMORIAL:

- (i) Update received from Cllr. Allen on request for grant funding from Basildon Borough Council, being considered.
- (ii) Clerk has written and provided information to the solicitor on the purchase and legal transfer of the land to the Parish Council and confirmation awaited.

09/12 DALE FARM:

- (i) To date response to the letter on the bus collection service from Basildon Borough Council that it is being looked into Under Freedom of Information. Clerk to continue to pursue.
- (ii) Updates received from Basildon Borough Council were noted. Clerk to confirm next meeting on 29th May is suitable.

10/12 CHURCH HALL:

- (i) Nothing additional from previous response from Diocese to replacement Hall for use of the community.
- (ii) Clerk to contact interested party requesting to lease or purchase from the diocese to ask for update and/or meet them.
- (ii) The Clerk wrote to the solicitors providing information and requested costing to pursue replacement hall within Ramsden Crays Parish.

11/12 FOOTPATH 69 - KISSING GATE:

- (i) Latest information from Essex County Council Highways on the enforcement action for a resident to provide a gate and consideration is still underway for the enforcement.
- (ii) Rubbish alongside the footpath has yet to be removed. Clerk pursuing.

12/12 VILLAGE SIGN:

- (i) Review of costings and repair to village sign yet to be received.
- (ii) Update on response to request for re-painting the aeroplane in the park area was received and should be repainted in dry weather.

13/12 PLAY EQUIPMENT:

- (i) Play equipment with any costings etc. for the park area were reviewed, waiting for costings on increase in prices.
- (ii) Consideration was made to complete an application for funding for a teen youth shelter within the park area. **Agreed** for Clerk to complete form within the boundary of the play area – not inside the railings.

14/12 CRAYS HILL WILDLIFE AREA:

- (i) The latest report on the removal of the brambles/trees by the walkway of the park and wildlife area from Cllr. Peake still outstanding.
- (ii) Consideration of any communication to residents of the removal of bushes by property adjacent to 1 High View Rise to be deferred until the June meeting.

15/12 JOINT STANDARDS COMMITTEE - REVIEW OF CODE OF CONDUCT:

The three points were considered for resolution on Joint Standards Committee from Basildon Borough Council for response by 1st June, 2012. It was **agreed** to adopt them:

1. Approve the principle of establishing a Joint Standards Committee with Basildon Borough Council;

2. be represented on that Joint Standards Committee by 3 Local Council representatives to be appointed by the Association of Basildon Local Councils; and
3. delegate to the Joint Standards Committee, the Local Council's functions in respect of ethical standards matters.

16/12 COUNCILLOR VACANCY:

It was agreed for a notice to residents of vacancy for co-option to be displayed on the notice board.

17/12 STAFFING:

It was **agreed** for the Appraisal Form to be signed off.

18/12 PROGRESS CHECK FROM LAST MEETING:

Update on actions from last meeting received.

19/12 INFORMATION EXCHANGE:

No agenda items for the next Parish Council Meeting, ABLC representative or items for members attending B.B.C. Pre-Liaison Meeting:

20/12 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

Reports from councillors on any meetings they have attended or updates, since the last meeting, to include ABLC and Basildon Borough Council were noted.

21/12 CORRESPONDENCE:

For information only:

Essex County Council - Making the Links – Monthly Bulletin, May 2012

Big Society Fund 2012\13 – Essex Works

EALC County Update No. 104 – April 2012

CPRE – Spring 2012

22/12 PUBLIC QUESTION TIME:

Members of the public raised issues not relating to agenda items.

- (i) Consideration to move speed limit to 40 back past junction of Hardings Elms Road.
- (ii) Seat requested at Gardiners Lane North at junction Oak Road by a resident - noted.
- (iii) Concern of pollution on Dale Farm and consideration of those within the community attending to the area, in particular the Police. The Clerk to write to relevant officer to highlight concerns.
- (iv) Clerk to contact Basildon to request copies of all testings taken on the Dale Farm site.

23/12 DATE OF THE NEXT MEETING:

The next Parish Council Meeting will be held on Wednesday 20th June, 2012 at 7.30 p.m. at Crays Hill Primary School.

Meeting Closed at 09:25 p.m.

SIGNED (CHAIRMAN): **DATE:**