

MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD  
ON WEDNESDAY 15<sup>TH</sup> MAY, 2013 AT 7.30 P.M. AT CRAYS HILL  
PRIMARY SCHOOL

**PRESENT:**

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

No members of the public

No representatives of the press

**93/13 ELECTION OF CHAIRMAN:**

- (i) It was proposed by Cllr. Borer to appoint Cllr. Peake as Chairman – **agreed**.
- (ii) Chairman signed declaration of acceptance of office.

**94/13 ELECTION OF THE VICE-CHAIRMAN:**

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

**95/13 DECLARATIONS OF ACCEPTANCE OF OFFICE:**

Members noted their duty to register any interests within 28 days of any changes.

**96/13 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Extraordinary Parish Council Meeting held on 3<sup>rd</sup> May, 2013 were approved as an accurate record. Proposed by Cllr. Borer and seconded by Cllr. McPherson-Davis – **agreed**.

**97/13 PRESENTATION – POLICE:**

Apologies from P.C. Wyn Sharp as to his unavailability to attend the Meeting.

**98/13 STANDING ORDERS AND FINANCIAL REGULATIONS:**

The recent changes to the standing orders and financial regulations in relation to changes in Code of Conduct were noted.

**99/13 REVIEW OF DONATIONS:**

S137 donation for Essex Air Ambulance - £100.00. Proposed by Cllr. Borer and seconded by Cllr. Peake – **agreed**.

S137 donation to Diocese to assist with upkeep of churchyard - £100.00. It was **agreed** that the Parish Council will not provide a donation in this financial year.

**100/13 REPRESENTATION – ASSOCIATION OF BASILDON LOCAL COUNCILS:**

To consider:

- (a) It was proposed by Cllr. Borer and seconded by Cllr. Peake for Cllr. David-McPherson-Davis to be the Parish Council Representative for the ABLC for the period May 2013 – April, 2014 – **agreed**.
- (b) It was proposed by Cllr. Borer and seconded by Cllr. Peake for Cllr. Flint to be the Transport Representative for the year May 2013 – April, 2014 - **agreed**.

**01/13 APPOINTMENT OF ANY NEW/CURRENT COMMITTEES:**

It was **agreed** to have a Finance and General Purposes Committee Meeting, with all councillors to be on the Committee if such a meeting is required. With a minimum of 3 in attendance on the Committee. Terms of reference to be approved at the first meeting.

**02/13 REVIEW:**

- (i) Insurance renewal on 1<sup>st</sup> June, 2013 was noted with 5% increase for assets.
- (ii) Changes to the Parish Council's Complaints Procedure to be noted.
- (iii) Changes to the Freedom of Information Act 2000 and Data Protection Act 1998 noted.
- (iv) Consideration to establish a Council's policy for dealing with the press. Individual councillors not to comment to the press on behalf of the PC unless it is agreed prior or is a statement on a decision made at a Parish Council Meeting.
- (v) It was **agreed** to continue the Full Council Meetings on third Wednesday of the month for 2014 Full Council Meetings. The Annual Parish Meeting to be confirmed.

**03/13 DECLARATIONS OF MEMBERS' INTERESTS:**

There were no declarations of "non-pecuniary" or other interests relating to items on the agenda.

**04/13 PUBLIC SESSION:**

- (a) Members of the public to be heard.  
Objection on the Dhamma Land application.
- (b) Essex County Council by District/Basildon Borough Council Ward Councillors Reports. None - apologies from Cllr. Malcolm Buckley - ECC.

**05/13 FINANCE:**

The payments of the following were considered:

AoN insurance renewal 1 <sup>st</sup> June, 2013	£747.29
Clerk's Salary	£337.90

Consideration for numbers and costings for training with Noak Bridge Parish Council to be reviewed further when costings confirmed.

**06/13 ASSETS REGISTER – 2013:**

The amended assets register was agreed as at 31.03.13. The War Memorial will be added effective 1<sup>st</sup> June, 2013. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Aungier – **agreed**.

**07/13 ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013:**

Members reviewed and signed the annual return for year end to the internal/external auditors. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Aungier – **agreed**.

**08/13 PLANNING APPLICATIONS:**

**Application:**

**Application No: 13/00359/FULL.** To change the use of the annexe building to a meditation centre together with additional parking layout for 15 vehicles.

**Location:** Dhamma Land, Hardings Elms Road, Crays Hill, Billericay, Essex.

The Parish Council objected on the grounds that it is a change of use. It is situated in a dangerous position on the Highway and there will be a substantial increase in the volume of traffic on a dangerous road position in Hardings Elms Road. The events are at unsociable hours and will increase noise to nearby residents.

**Application No: 13/00380/LDC.** To establish the lawfulness of a proposed single detached garage.

**Location:** The Warren, Gardiners Lane North, Crays Hill, Billericay. Noted.

**Decided:**

**Application No: 13/00192/FULL.** Demolition of existing bungalow and construction of a detached house.

**Location:** Hazeldene, Crays Hill Road, Crays Hill, Billericay, Essex. **Granted.**

**09/13 RE-SITING OF STONE MEMORIAL – WOODEN MEMORIAL:**

- (i) Situation on donation of additional land to plant memorial planters at the war memorial with solicitors/land registry to be reviewed after planters installed. Additional land has been verbally agreed and it will be legalised in due course.
- (ii) Confirmation on installation date for the stone memorial. Cllr. Peake has liaised and it is intended for this to be finalized within the first couple of weeks in June.
- (iii) The update on insurance arrangements was noted.
- (iv) It was proposed by Cllr. Flint and seconded by Cllr. Borer for the Clerk to confirm with the supplier the costing of £450.00 plus VAT for each of the two planters and request installation – **agreed.**

**10/13 CHURCH HALL:**

- (i) Report noted from Cllr. Peake on information provided from the Charity Commissioners in relation to any proceeds of sale to the residents of the Parish. It was **agreed** for the Clerk to write to the Diocese solicitors and ask for:  
Copy of proof of ownership of the land and building at St. Marys Church Hall, Crays Hill, Ramsden Crays.  
  
Clerk to apply to Land Registry for all historical information appertaining to the land where St. Mary's Church Hall, Crays Hill, Ramsden Crays is sited.  
  
Clerk to enquire of ECC details of the solicitor experienced in this area and write for costings.
- (ii) The Clerk will contact the bank for the new account of the Parish Council's Church Graveyard and War Memorial Fund.
- (iii) The condition of the grass within and outside of the boundaries of the Church Hall/Church land is to be followed up with Basildon and Chelmsford Diocese.

**11/13 FOOTPATH 69 - KISSING GATE:**

The latest development between ECC Highways enforcement action and residents. will be followed up with the newly appointed ECC councillors.

**12/13 VILLAGE SIGN:**

To date no additional update from Cllr. Peake on his enquiries for prices and fundings was available.

**13/13 REPLACEMENT SIGN – HIGH VIEW RISE:**

The replacement sign has been straightened. The Clerk to follow up with request for replacement.

**14/13 CIF FUNDING – ESSEX WORKS:**

Information on costings/installation for keep fit equipment within the Park Area was reviewed. Cllr. Aungier will request square area of measurements and costings for all play equipment for the Expression of interest form.

**15/13 HIGHWAYS:**

The areas to assist improvement to rubbish in Oak Lane were considered.

(i) CCTV.

(ii) Police Enforcement – prosecution – fines.

It was **agreed** that items (i) and (ii) be deferred until the traveller situation is resolved.

(iii) A revised list will be provided to the Clerk for submission to ECC Highways Panel via the newly appointed ECC Councillors.

(iv) Newly appointed ECC Councillors Cllr. Malcolm Buckley and Cllr. Le Gresley for the Crouch Ward had not been in office to review the transparency of minutes of the ECC Highways Panel Meetings. They should be available for assistance by the next Parish Council Meeting in June.

(v) No update was available from Cllr. Peake on his communication with John Baron MP on incomplete resurfacing of Oak Road by ECC Highways, reduced speeding in Hardings Elms Road and drains in Harding Elms Road. Cllr. Peake will contact Cllr. Baron for an update on these issues.

**16/13 DALE FARM:**

(i) Information received from Basildon Borough Council was noted.

(ii) No report as yet produced from the Environment Agency on the pollution testing.

**17/13 PROGRESS CHECK FROM LAST MEETING:**

Update on actions from last meeting were noted.

**18/13 INFORMATION EXCHANGE:**

No additional agenda items for the next Parish Council Meeting were submitted.

Cllr. McPherson-Davis, ABLC representative confirmed the AGM would be on Thursday 30<sup>th</sup> May at 7.30 p.m. at Little Burstead Parish Hall. No items submitted for members attending B.B.C. Pre-Liaison Meeting on 28<sup>th</sup> May.

**19/13 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:**

Earlier reports received were noted.

**20/13 CORRESPONDENCE:**

For information only:

EALC County Update No. 116, April 2013

The Campaign to Protect Rural England, Spring 2013

**21/13 PUBLIC QUESTION TIME:**

Members of the public to raise issues:

**22/13 DATE OF THE NEXT MEETING:**

The next meeting of Ramsden Crays Parish Council will be on Wednesday 19<sup>th</sup> June, 2013 at 7.30 p.m. at Crays Hill Primary School.

Private Session – Personnel Issues:

Pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, the meeting is not open to the public and press for this item of business and they will be instructed to withdraw.

**23/13 CLERK/RESPONSIBLE FINANCIAL OFFICER'S SALARY STRUCTURE/PENSION CONSIDERATION:**

(i) The pension contribution by the Parish Council for its employee was considered. The Clerk was requested to confirm the percentage the Parish Council would contribute for the next Parish Council Meeting.

- (ii) Review Clerk's Salary Scale annually as agreed in the Contract of Terms of Conditions (6.2). was reviewed and it was agreed that the salary would remain at the current level, as it was expected there would be a national 1% increase.

**Meeting closed at 8: 55 p.m.**

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