

# MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON WEDNESDAY 17<sup>TH</sup> JULY, 2013 AT 7.30 P.M. AT CRAYS HILL PRIMARY SCHOOL

## **PRESENT:**

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

2 members of the public

No representatives of the press

## **51/13 PRESENTATION – POLICE:**

Apologies received from P.C. Wyn Sharp and statistics received noted.

## **52/13 APOLOGIES:**

Apologies of attendance received from Cllr. N. Le Gresley, Cllr. T. Sargent, Cllr. S. Allen and Cllr. M. Buckley.

## **53/13 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Parish Council Meeting held on 15th May, 2013 were signed off as recorded to be at the meeting. Proposed by Cllr. Flint and seconded by Cllr. McPherson-Davis.

Cllr. Peake confirmed to include the apologies of Cllr. Sargent in the minutes of the Parish Council Meeting held on 19<sup>th</sup> June, 2013. Cllr. McPherson-Davis confirmed the Clerk not in attendance and questions were raised on the minutes including the planning application addresses. To clarify the date for April 2014 on Annual Meeting and other dates for 2014. Given the above comments, members **agreed** to defer signing for accuracy on the completed minutes until the 18th September meeting.

## **54/13 DECLARATIONS OF MEMBERS' INTERESTS:**

No "non-pecuniary" or other interests relating to items on the agenda were declared.

## **55/13 PUBLIC SESSION:**

- (a) No members of the public were heard.
- (b) No Borough or Ward Councillors in attendance.

## **56/13 FINANCE:**

Payments of the following were considered:

July Clerk - RFO Salary/Expenses	£ 339.85
August Clerk - RFO Salary	£ 307.30
Essex Air Ambulance – S137	£ 100.00
War Memorial - second and final installment	£2,880.00
War Memorial Planters x 2 – not installed	
Rural Community Council of Essex membership	£ 66.00
Information Commissioner's Office – renewal 2013/14 "Information Commissioner"	£ 35.00
Charles Arnold Baker 9 <sup>th</sup> Edition - £55.00 + £5.00 package was considered between Shotgate and Ramsden Crays	£ 60.00

The above payments were proposed by Cllr. Borer and seconded by Cllr. Flint – **agreed**.

Payments were made following June meeting for:  
Post Office – HMRC – April to June payment £220.71

Association of Basildon Local Councils – Subscription 2013/14	£ 20.00
Parish Clerk/RFO June salary	£335.85

The Internal Audit Report from Heelis & Lodge was noted.

Consideration for numbers and costings for training with Noak Bridge Parish Council is still awaited. Clerk will enquire of Shotgate Parish Council for a joint training session.

#### 57/13 PLANNING APPLICATIONS:

##### Application:

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

**Location:** Dhamma Land Hardings Elms Road, Crays Hill, Billericay, Essex.  
Reviewed at a previous meeting.

##### Decided:

**Application No: 13/00293/FULL.** Demolition of existing bungalow and construction of proposed detached house and integral garage.

**Location:** Broadleas, Crays Hill, Billericay, Essex. **Granted.**

**Application No: 13/00245/FULL.** Replacement dwelling.

**Location:** Deva's, Church Road, Crays Hill, Billericay, Essex. **Granted.**

**Application No: 13/00347/FULL.** Erection of new boundary security fencing to stables, paddock and pasture.

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

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

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

**Application No: 13/00390/FULL.** Conversion and extension of existing garage with new roof.

**Location:** 2 Hope Road, Crays Hill, Billericay, Essex. **Granted.**

The publication of planning document for consultation: 27<sup>th</sup> June to 8<sup>th</sup> August, 2013 was noted.

#### 58/13 RE-SITING OF STONE MEMORIAL – WOODEN MEMORIAL:

- (i) The donation of additional land to plant memorial planters at the war memorial has been verbally agreed. It was **agreed** for the Clerk to contact the solicitors when the increased size for the land is confirmed on the legal transfer of this. It was **agreed** for the Clerk to pay any monies due to the Land Registry up to the value of £100.00.
- (ii) The memorial planters at a cost of £450.00 **each** plus VAT have been ordered and are scheduled to be installed within a month. It was **agreed** for the Clerk to contact the insurance company prior to installation for the memorial planters. Funding is being considered from an outside source for a wall to compliment this area.
- (iii) Consideration of a formal ceremony and format/date/invitees was noted: Members to review and liaise prior to September meeting. Liaise with Ramsden Heath Parish Clerk for Church ceremony.

Wooden Memorial to be considered in future for permanent residence.

**59/13 CHURCH HALL:**

- (i) The latest update on the condition of the grass within and outside of the boundaries of the Church Hall/Church land from Essex County Council/Diocese was noted – not improved. Further request made.
- (ii) Update on latest request for consideration of proof of ownership of land and buildings at St. Marys Church Hall, Crays Hill, Ramsden Crays – nothing to date.

Charities Commission – Clerk to re-contact and request support on this issue with the conveyancing document previously sent. Letter – crucial church has planning permission.

Contact the ECC and thank them for their response and the PC is looking at this.

- (iii) Newsletter reviewed with notice on this issue and request experienced solicitors in the area of Ramsden Crays. Will be available for circulation shortly.

**60/13 CIF FUNDING – ESSEX WORKS:**

All the information on costings/installation for keep fit equipment within the Park Area and consider for completion of the Expression of interest form was reviewed. It was proposed by Cllr. Borer and seconded by Cllr. Peake **agreed** for the Clerk to complete and part fund £1,000.00 towards the total £9,995.00 without VAT.

**61/13 HIGHWAYS:**

To note any updates on the following:

- (i) Improvement to rubbish removal within Oak Lane – none noted, nothing received from councillors.
- (ii) Progress on the list provided for ECC Highways Panel yet to be confirmed.
- (iii) To confirm whether Cllr. Buckley/Cllr. Le Gresley for the Crouch Ward have had the opportunity to review the transparency of the ECC Highways Panel Meetings minutes – not yet confirmed.
- (iv) Noted update 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 Hardings Elms Road.
- (v) Essex County Councillors for support in the increase in potholes throughout the Parish, considering the major risk to motorists yet to be confirmed.

**62/13 DALE FARM:**

No additional information received from Basildon Borough Council.

**63/13 AMENDMENT TO CODE OF CONDUCT – NOLAN PRINCIPLES:**

- (i) The changes made by Basildon Borough Council to the Code of Conduct were adopted. Proposed by Cllr. Peake and seconded by Cllr. Flint – **agreed**.
- (ii) The social media guidance for councillors was reviewed and noted.

**64/13 SIGN PARK:**

Consideration for a sign at Crays Hill Park was discussed. It was **agreed** for the Clerk to request a sign “Crays Hill Park” on the grass verge of the site on entering the site.

**65/13 PROGRESS CHECK FROM LAST MEETING:**

Update on actions from last meeting were noted.

**66/13 INFORMATION EXCHANGE:**

The ABLC representative provided an update on the AGM and the next meeting will be on 25<sup>th</sup> July, 2013.

**67/13 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:**

Reports received were noted. ABLC AGM attended with 30 in attendance and the subscriptions to remain as last year.

**68/13 CORRESPONDENCE:**

Information received was noted.

**69/13 PUBLIC QUESTION TIME:**

Members of the public raised issues on:

- (i) Footpaths overgrown – general pathways. Clerk to contact relevant authority for improvements. No 69 through to Oak Road.
- (ii) Overgrown trees up the hill on the pavement from Crays Hill Road, just past church lane. Trees have covered the two lights and no vision.
- (iii) Request for the Parish Council to make arrangements for a thank you on a plaque adjacent to the War Memorial for the person donated the land for this purpose.

**70/13 DATE OF THE NEXT MEETING:**

It was confirmed that the next meeting of Ramsden Crays Parish Council will be on Wednesday 18<sup>th</sup> September, 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.

**71/13 CLERK/RESPONSIBLE FINANCIAL OFFICER’S SALARY STRUCTURE/PENSION CONSIDERATION:**

The Parish Council reviewed its contribution for pension for its employee. It decided to defer review of payment of a pension to the Parish Clerk until 1<sup>st</sup> April, 2014 when it should have additional funding available in its 2014/15 precept.

**Meeting ended at 9.00 p.m.**

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