

MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD  
ON WEDNESDAY 18<sup>TH</sup> SEPTEMBER, 2013 AT 7.30 P.M. AT CRAYS  
HILL PRIMARY SCHOOL

**PRESENT:**

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

Two members of the public

Cllr. T. Sargent

No representatives of the press

**72/13 PRESENTATION – POLICE:**

Apologies received from P.C. Wyn Sharp. An update of the incidents within Ramsden Crays was received in the absence of a representative.

Future documentation requested to be sent to the Parish Clerk and confirmation as to whether a Police representative will attend for future meetings.

**73/13 APOLOGIES:**

Apologies received from Cllr. Borer and Cllr. Le Gresley.

**74/13 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Parish Council Meeting held on 19th June, 2013 with previous requested amendments were approved. Proposed by Cllr. Flint and seconded by Cllr. Aungier – **agreed**.

The minutes of the Parish Council Meeting held on 17<sup>th</sup> July, 2013 were reviewed with an amendment to 58/13 (ii) of the planters to £450.00 each. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Peake – **agreed**.

**75/13 DECLARATIONS OF MEMBERS' INTERESTS:**

Pecuniary interest declared by Cllr. Flint on planning item 13/00871/FULL.

**76/13 PUBLIC SESSION:**

(a) No members of the public.

(b) No Essex County Council by District/Basildon Borough Council Ward Councillors Reports.

**77/13 FINANCE:**

Payments of the following were considered:

To review and agree the amount revised payment of 1% to Parish Clerk back dated to 1<sup>st</sup> April, 2013 which was agreed at the Parish Council meeting of 15<sup>th</sup> May, 2013 when it was expected there would be a national 1% increase and minutes recorded that as such the Parish Clerk's salary at that time would remain at the current level.

Salary Scale Level 21 – increase back pay less tax included in salary/expenses for September 2013 - £ 20.60

The above was considered for this revised payment to be made. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint to accept this – **agreed**.

September Clerk - RFO Salary/Expenses	£380.62
Post Office Ltd – July – September 2013 N.I./tax	£225.66

AoN Insurance – Memorial Planters - Parish Clerk	£ 6.15
Parish Clerk – Printing	£ 42.40
	<u>£ 48.55</u>

Internal Auditor fees (not yet received)	
External Auditor fees (not yet received)	
Good Councillors Guide – EALC - 10 copies	£ 24.50

It was proposed by Cllr. Aungier and seconded by Cllr. Flint to approve the above payments with the exception of the auditor fees as not yet received – **agreed**.

Consideration was made for future meeting venue as the School has notified not available for use after December 2013.

- (i) Cllr. Sargent offered to liaise with Ward Councillors to support the Parish Council.
- (ii) The Parish Clerk to liaise with the school to request a cost to the Parish Council with the contractor for hall hire from 7.00 p.m. – 9.00 p.m. and to inform the school that not to have hall hire within the Parish is not good for community spirit or relations within Ramsden Crays.

Payments made after 9<sup>th</sup> July meeting:

Bradford Memorials Ltd - £1,080.00 inclusive VAT – 2 x planters for war memorials.

Members **agreed** to attend training in 2014 with Shotgate Parish Council. Parish Clerk to liaise with EALC/Shotgate and confirm suitable evening date for joint training session.

**78/13 PRECEPT/BUDGET 2014/15:**

It was **agreed** for a Working Party to meet when information received from Basildon Borough Council to assist with 2014/15 precept and budget forecast.

**79/13 AUDIT:**

The following documentation was reviewed in line with internal/external audit regulations:

1. Standing Orders.
2. Financial Regulations.
3. Code of Conduct.
4. Risk Assessment – general and Clerk's home.
5. Following relevant internal/audit procedures etc.

Further to review it was **agreed** to amend any changes and note review of items 1-4.

It was **agreed** that the internal and audit procedures/controls were in order, although in the future the Clerk to provide figures with bank statement for review against payments/income on the agenda.

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

**80/13 PLANNING APPLICATIONS:**

Appeal Notification:

**Application: 13/00043/FULL.** Replacement Dwelling.

**Location:** Aldersfelde, Oak Lane, Crays Hill, Billericay, Essex. Noted.

Cllr. Flint left 7:48 p.m.

**Application: 13/00871/FULL.** Demolition of existing dwelling and erection of replacement dwelling.

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

Proposed for the application by Cllr. Peake and seconded by Cllr. Aungier - **agreed**.

No objections but concerns about the ditch on entrance to the property.

Cllr. McPherson-Davis requested it be noted that he voted against the application.

Cllr. Flint returned 8:05 p.m.

**Decided:**

**Application: 13/00654/FULL.** Erection of new boundary, security fencing to stables, paddock and pasture.

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

To note publication of planning document for consultation – legal framework will be received at the end of the year for review.

#### **81/13 STONE MEMORIAL – WOODEN MEMORIAL:**

- (i) The solicitor confirmed sufficient land for the war memorial planters and it was **agreed** for the Clerk to write and thank him for his support on behalf of the Parish Council.
- (ii) Confirmation that the two war memorial planters have been installed.
- (iii) The insurance has been paid for the war memorial planters.
- (iv) Members reviewed the formal ceremony and format/date/invitees and information received from Noak Bridge Parish Council. The Council agreed to defer a formal ceremony until the marble surround is installed.
- (v) Consideration of the wooden memorial, where it will be placed and retained until used for official ceremonies. Enquiry to follow via Cllr. Peake of Wickford Memorial site as a possible location.
- (vi) Consideration was made for the marble surround around the Parish war memorial. The Parish Council to consider funding for this. Cllr. McPherson-Davis will review an alternative plan of the layout for completion. The Parish Clerk to contact Veolia Thames Trust for funding application.

#### **82/13 CHURCH HALL:**

- (i) The condition of the grass within the Church boundary is unsatisfactory. It was noted that E.C.C. has cleared the weed outside the boundaries of the Church Hall. Parish Clerk to thank ECC for the Highway Rangers clearance of the grass at this area and the main road, footpath and the kerbs within Ramsden Crays. To advise E.C.C. now regrowing due to lack of weed killer and can these be maintained in the future.
- (ii) A local solicitor resident reviewed copies of the documentation from the Parish Council of ownership of St. Mary's Church Hall, Crays Hill, Ramsden Crays. The Parish Clerk to write and thank the resident and confirm the Parish Council will try to obtain the information from diocese solicitors. The Parish Clerk to request additional documentation from diocese solicitors.

#### **83/13 HIGHWAYS:**

The following were noted:

- (i) No improvement to rubbish removal within Oak Lane.
- (ii) No progress received on the list provided to E.C.C. Highways Panel.
- (iii) Crouch County Councillors had requested transparency on the E.C.C. Highways Panel Meetings minutes. Parish Clerk to send a letter requesting details on the schemes.
- (iv) Cllr. Peake reported 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. Still awaiting response from E.C.C.

- (v) Essex County Councillors were asked for their support to reduce potholes throughout the Parish, considering the major risk to motorists. Gardiners Lane North now increased potholes in Oak Avenue. Clerk to contact E.C.C. councillors and include photographs.
- (vi) Overgrown area with barbed wire at Oak Avenue from Oak Road to Hemmings Stores end. Clerk to contact E.C.C. and request this to be reviewed.
- (vii) Conditions of pathways in the village, especially the pathway from the Shepherd and Dog public house to Gardiners Lane.

**84/13 DALE FARM:**

Oral hearing due. Postponed due to problems with legal aid.

**85/13 SIGN PARK:**

There has been no further development on the installation of a sign indicating Crays Hill park.

**86/13 VEOLIA – HAVERING RIVERSIDE TRUST:**

Confirmation of approval for the funding of the zip wire was provided by Basildon. The insurance for this equipment will be paid for by Basildon. Location of this equipment was confirmed. Installation is scheduled six to eight weeks.

**87/13 CIF FUNDING – ECC:**

- (i) The Parish Council reviewed the quotations for equipment. It was proposed by Cllr. Peake and seconded by Cllr. McPherson-Davis to apply for the Caloo 8 items of equipment.
- (ii) It was proposed by Cllr. Peake and seconded by Cllr. Aungier for the Parish Council to fund £1,000.00 towards this item of £9,995.00 before VAT.
- (iii) Members **agreed** on the details on the completed form for its receipt by E.C.C. prior to 27<sup>th</sup> September, 2013.

**88/13 HALL HIRE – 2014:**

The issue of discontinuation of hiring Ramdsen Crays School Hall effective 1<sup>st</sup> January 2014 and consideration of use of other facilities within the area was taken into account.

Deferred as above.

**89/13 VILLAGE SIGN – RAMSDEN CRAYS:**

Cllr. Peake/Flint provided update on information reviewed for the sign. Deferred.

**90/13 NOTICE BOARD:**

The condition and updates on display on current board were considered. Treatment required prior to plaque installed on the board. To report back at next meeting.

**91/13 CONSULTATION RE STREET LIGHTING:**

Response to ECC on part night lighting within Essex was considered. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Peake to write and object to the proposals on part night street lighting on the grounds of safety and security for our residents.

**92/13 PROGRESS CHECK FROM LAST MEETING:**

Update on actions from last meeting noted.

**93/13 INFORMATION EXCHANGE:**

Agenda items for the next Parish Council Meeting.  
ABLC representative or items for members attending B.B.C. Liaison Meeting on 24<sup>th</sup> September. Nothing to add.

**94/13 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:**

No reports received.

**95/13 CORRESPONDENCE:**

Information received noted.

**96/13 PUBLIC QUESTION TIME:**

Members of the public raised issues not on the agenda:  
Oak Road – pothole outside Esperanzo larger than previously.

**97/13 DATE OF THE NEXT MEETING:**

The next meeting of Ramsden Crays Parish Council will be on Wednesday 16<sup>th</sup> October, 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.

**98/13 STAFF APPRAISAL FORM – ANNUAL REVIEW:**

It was **agreed** to sign off the annual review form.

**Meeting ended at 8.50 p.m.**

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