

MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD  
ON WEDNESDAY 14<sup>TH</sup> MAY, 2014 AT 7.30 P.M. AT CRAYS HILL  
PRIMARY SCHOOL, RAMSDEN CRAYS

**PRESENT:**

Councillors: A. Peake, T. Borer, D. McPherson-Davis and N. Flint  
No members of the public  
No representatives of the press  
Cllr. T. Sargent

**11/14 ELECTION OF CHAIRMAN:**

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

**12/14 ELECTION OF THE VICE-CHAIRMAN:**

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

**13/14 APOLOGIES:**

Apologies were received from Cllr. Aungier.

**14/14 DECLARATIONS OF ACCEPTANCE OF OFFICE:**

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

**15/14 MINUTES OF PREVIOUS MEETINGS:**

The minutes of the Parish Council Meeting held on 23<sup>rd</sup> April, 2014 were approved as an accurate record. Proposed by Cllr. Borer and seconded by Cllr. Flint – **agreed**.

**16/14 DECLARATIONS OF MEMBERS' INTERESTS:**

It was noted that no "non-pecuniary" or other interests relating to items on the agenda were received.

**17/14 PUBLIC SESSION:**

No issues raised from the public.

**18/14 PRESENTATION – POLICE:**

- (i) No updates on issues within Ramsden Crays were received.
- (ii) The Parish Council to review statistics within the area regarding the goats. The Clerk to write to the Police responsible for this parish on the lack of resources and manpower and whether the complete re-organisation is finalized.

**19/14 STANDING ORDERS AND FINANCIAL REGULATIONS:**

The recent changes to the financial regulations were noted and it was **agreed** for a working party to review these and then the standing orders.

**20/14 REVIEW OF DONATIONS:**

The S137 donation for Essex Air Ambulance of £100.00 was reviewed. It was proposed by Cllr. Peake and seconded by Cllr. Flint to pay – **agreed**.

It was proposed to purchase flowers as a thank you to the residents that upkeep the churchyard up to the amount of £40.00 between two sets of residents. The S137 donation to the Diocese to assist with upkeep of churchyard of £100.00 was denied.

**21/14 REPRESENTATION – ASSOCIATION OF BASILDON LOCAL COUNCILS:**

- (a) The Parish Council Representative for the year May 2014 – April, 2015 on the ABLC was considered and it was proposed by Cllr. Peake and seconded by Cllr. Borer for Cllr. McPherson-Davis to remain on this Association – **agreed.**
- (b) The Transport Representative for the year May 2014 – April, 2015 was considered. It was proposed by Cllr. Peake and seconded by Cllr. Borer for Cllr. Flint to continue – **agreed.**

**22/14 APPOINTMENT OF ANY NEW/CURRENT COMMITTEES:**

It was **agreed:**

- (i) Finance and General Purposes Committee not to have a committee and to continue with the Parish Council to decide.
- (ii) It was proposed by Cllr. McPherson-Davis to constitute a Personnel Committee, with all councillors on the committee with a personnel sub-committee to meet as and when required. Seconded by Cllr. Peake – **agreed.**

**23/14 REVIEW:**

- (i) The insurance for renewal on 1<sup>st</sup> June, 2014 with a small increase for assets and ensure in line with assets register was noted.
- (ii) The dates/times for 2015 Full Council Meetings and the Annual Parish Meeting were considered and it was agreed to continue with the third Wednesday of every month where applicable, excluding August.

**24/14 FINANCE:**

The payments of the following were considered:

AoN insurance renewal 1 <sup>st</sup> June, 2014	£770.62
Clerk's Salary	£349.06
EALC Council's 2 hour Short Course 10 <sup>th</sup> April, 2014	£122.75
Planning Day – Parish Clerk – Training Bursary 75%	£ 67.00

It was proposed by Cllr. Peake and seconded by Cllr. Borer to pay the above invoices – **agreed.**

Co-operative Account 30.04.14 = £13,584.52 less £5,000.00 cleared to Barclays.

It was proposed by Cllr. Peake and seconded by Cllr. McPherson Davis to transfer £7,000.00 to Barclays account – **agreed.**

**Apologies from Cllr. Borer left the meeting at 8.00 p.m.**

**25/14 PLANNING APPLICATIONS:**

**Application:**

**Application No: 14/00356/FULL.** Demolition of existing bungalow and erection of 1 no. new dwelling.

**Location:** Maybe, Pitsea View Road, Billericay, Essex.

Response due by 25<sup>th</sup> April, 2014.

Objecting to the overall size including the garage exceeds 180 metres.

**Application No: 14/00543/FULL.** First floor extension on the side elevation.

**Location:** 5 London Road, Crays Hill, Billericay, Essex.

No objection.

**Decided:**

**Application No: 14/00169/FULL.** Conversion of bungalow to two storey house.

**Location:** Chestnut Bungalow, Crays Hill Road, Ramsden Crays, Essex. **Granted.**

**26/14 COMMUNITY PROJECTS:**

- (i) Members considered whether or not to order the 8 fitness stations at a cost of £9,995.00 exclusive of VAT, with £5,000.00 of this being funded by Essex County Council via the CIF funding, to ensure the equipment is installed within the deadline of 31<sup>st</sup> March, 2015. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Peake to defer the latest to September this project subject to confirmation of the memorial project going ahead.
- (ii) The official opening of the zip wire in the park on 13<sup>th</sup> May, 2014 went ahead with The Mayor of Basildon in attendance.
- (iii) A letter to Basildon Borough Council to accept their kind offer for full funding of production and installation of a new village sign. It was proposed by Cllr. Peake and seconded by Cllr. Flint - **agreed.**
- (iv) No update for the application to Veolia Thames Trust towards funding for the stone wall memorial project received.

**27/14 CHURCH HALL:**

To note that the diocese solicitor's has provided the additional documentation on St. Mary's Church Hall, Crays Hill, Ramsden Crays.

Proposed by Cllr. McPherson-Davis and seconded to Cllr. Peake to thank Mr. Miller for his assistance and that we are going to draw a line under this and to purchase flowers as a thank you – **agreed.**

**28/14 HIGHWAYS:**

To note any areas improved or additionally outstanding to the request to ECC Highways and Basildon Borough Council on specific issues within the Parish and the following:

- (i) Basildon offices response to the Parish for its request for the plastic gateways to be cleaned at both entrances to Ramsden Crays is being looked into by Basildon officers to be resolved.
- (ii) A supplier recommended from Basildon to clean bus shelters within Ramsden Crays and the situation regarding cost for this service. This is being looked into by Basildon officers.

**29/14 DALE FARM:**

Latest information received from Basildon Borough Council was noted.

**30/14 NEWSLETTER:**

The information sent to all members for review on another newsletter prior to printing and distribution was noted and it was **agreed** to amend all information about meetings, representatives, parish council contacts at the end of newsletter. Receipts and payments on a separate page. Defer until after the election of Crouch Ward.

Financial Information – “summary of the receipts and payments” – to correct to this.

The zip wire was officially opened by The Mayor in attendance was Cllr. Sargent and Parish Councillors.

**31/14 LOCAL PLAN:**

The findings in the local press that Basildon Borough Council requires an additional 2000 homes to be located in the area in its Local Plan was reviewed.

**32/14 PROGRESS CHECK FROM LAST MEETING:**

Update on actions from last meeting to be noted – in particular on the response to the NALC Policy Review were noted.

**33/14 INFORMATION EXCHANGE:**

Agenda items – staff appraisal will be passed around to members for review.  
Cllr. McPherson-Davis confirmed that the BBC Liaison meeting deferred to June.

**34/14 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:**

No additional reports received.

**35/14 CORRESPONDENCE:**

Information received was noted.

**36/14 PUBLIC QUESTION TIME:**

No issues raised by members of the public.

**37/14 DATE OF THE NEXT MEETING:**

The next meeting of Ramsden Crays Parish Council will be on Wednesday 18<sup>th</sup> June, 2014 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.

**38/14 CLERK/RESPONSIBLE FINANCIAL OFFICER'S SALARY STRUCTURE/PENSION CONSIDERATION:**

- (i) It was **agreed** to defer pension contribution by the Parish Council for its employee at a later date.
- (ii) It was **agreed** to defer the review Clerk's Salary Scale of SCP21 annually as agreed in the Contract of Terms of Conditions (6.2) to SCP23.
- (iii) It was **agreed** for the additional paid hours to Clerk's current 7.30 hours to 9 hours a week.

**Meeting ended at 8.55 p.m.**

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