

Ramsden Crays Parish Council



MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON MONDAY 20TH APRIL, 2015 AT 7.30 P.M. AT THE SHEPHERD AND DOG PUBLIC HOUSE, CRAYS HILL, RAMSDEN CRAYS

PRESENT:

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

Cllr. M. Buckley – Essex County and Cllr. T. Sargent – Basildon Borough

3 members of the public

No representatives of the press

63/15 APOLOGIES:

No apologies for non-attendance received.

64/15 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting held on 16th March, 2015 were approved. Proposed by Cllr. Flint and seconded by Cllr. Aungier – **agreed**.

65/15 DECLARATIONS OF MEMBERS' INTERESTS:

No members of interest declared.

66/15 PUBLIC SESSION:

No members of the public raised questions.

Cllr. Buckley confirmed that pot holes to be resolved in some areas including Hardings Elms Road and Gardiners Lane.

Traffic island opposite Hardings Elms Road again requested to be resolved by ECC Highways.

It was noted that Gardiners Lane outside Kennels the potholes have developed and are on the increase within the Parish, particularly in areas where cabling has recently been installed.

Cllr. Sargent stated that a number of Oak Road residents have complained of the road breaking up making it difficult for cars to access. They claim it is being made worse by 15 tonne vehicles using the road several times daily and tipping contents at a nearby site. This has been reported to the Council.

She commented that the war memorial and the recently installed village sign are positive assets within the Parish which herself and Cllr. Allen had obtained funding towards.

Cllr. Sargent was pleased with the works the Council had carried out within Ramsden Crays Park, clearing the pathways and removing fly tipping.

Cllr. Sargent confirmed that she did not agree with the decision to evict the Parish Council from Crays Hill Primary School.

67/15 FINANCE:

Payment and bank statements approved.

Clerk/RFO expenditure/April salary	£393.79
The Association of Basildon Local Councils	£ 20.00
EALC – 2015/16 Affiliation Fees	£313.71
Sam Hall – Bugler (Dedication Service)	£ 80.00

Proposed by Cllr. Flint and seconded by Cllr. Aungier – **agreed**.

It was **agreed** that light refreshments up to £100.00 be provided by the Shepherd and Dog Public House for the Dedication Service on Friday 1st May at 11.00 a.m.
Cllr. Flint will arrange for approximately 35 people.
Proposed by Cllr. McPherson-Davis and seconded by Cllr. Peake.

Co-operative account at 31.03.15 = £2.95
Barclays Bank account at 31.03.15 = £479.89 Including uncleared is £264.89. The precept including the grant from Basildon of £5,412.78 was paid into the Barclays account early April, 2015.

68/15 PLANNING APPLICATIONS:

Applications:

Application No: 15/00309/FULL. Erection of free standing workshop/store for private purposes ancillary to the enjoyment of the occupiers of the dwelling house.

Location: The Woodmans, Oak Road. Response required by 7th April, 2015.

No comment as details received too late for response.

Application No: 15/00289/FULL. Two storey front extension.

Location: Westhill, Crays Hill, Billericay, Essex. Response due by 31st March, 2015.

No comment as details received too late for response.

Application No: 15/00287/FULL. Retrospective application for the retention of the change of use of land to paddock, together with the retention of stables, hard landscaping and gate piers.

Location: Alton Lodge, North Road, Crays Hill, Billericay, Essex. Response due by 16th April, 2015.

No comment information received too late.

Application No: 15/00322/COND. To discharge condition 3 (external finishes to roof(s), walls and driveway), condition 7 (landscaping) and condition 8 (boundary treatments) of planning consent ref: 14/01067/FULL.

Location: Landford, Church Road.

No comment as planning application for Ramsden Bellhouse.

Decided:

Application No: 15/00118/FULL. Single storey front extension.

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

Application No: 15/00155/FULL. Erect an outbuilding at rear to use as a games room.

Location: Oak Lodge, Glebe Road, Crays Hill, Billericay, Essex. **Granted.**

Not Ramsden Crays Parish.

It was noted that the Community Infrastructure Levy paragraph number 014 has been modified. <http://planningguidance.planningportal.gov.uk/revisions>

It was noted that no response received from Basildon Planning Department to residents' written enquiry with regard to land rear of 1-8 London Road, Crays Hill, Billericay as to whether or not planning permission has been sought at this location. Cllr. Sargent offered to make enquiries.

69/15 VENUE FOR PARISH COUNCIL MEETINGS – 2015 ONWARDS:

- (i) It was noted that the minutes of Crays Hill School Governors meeting including the agenda item regarding cessation of the use of the school for Parish Council Meetings the Parish Council has not yet received a copy due to the last meeting being inquorate.
- (ii) A donation for use of the Shepherd and Dog Public House for public meetings was considered and it was agreed that no donation required at the moment. The Parish Council wishes to give its thanks to the publican.

70/15 COMMUNITY PROJECTS:

Dedication Ceremony - War Memorial/Wall – Friday 1st May at 11.00 a.m. at the War Memorial.

The Clerk confirmed that invitations to residents were now posted on the notice board and village shop and Cllr. Aungier offered to print copies for distribution by councillors inviting residents to attend the service.

A bugler was available to play at a cost of £80.00 and several standard bearers at reimbursement for their travel – all **agreed** by members for the Clerk to confirm their attendance.

The Police have been advised that their presence may be required and they have been invited to attend.

The Vicar of Downham will be presiding. Ward Councillors, the local MP, Veolia North Thames Trust, the resident that donated the land and guests from his club and The Mayor of Basildon have all been invited.

The local press will be invited to the dedication for photographs and a press release.

7.50 p.m. Council closed meeting for a short convenience break.

7.53 p.m. Council opened meeting.

Cllr. Sargent confirmed funding of a multi-user basketball facility in the park area may be available via the funding application portal details sent from Basildon Council's Community Services. Clerk reviewing.

71/15 HIGHWAYS:

- (i) Cllr. Buckley's updates on Highways issues were noted – including road signage for tonnage restrictions within the area and ECC Highways response that responsibility is with the Parish Council to provide these.
- (ii) No additional updates received from ECC and Borough Councillors enquiries regarding improvements to Borwick Lane.
- (iii) Improvement to Hardings Elms Road – bollards currently in the road with the support from Cllr. Buckley and Cllr. Le Gresley with the request to Highways for light on both sides of the bollards.
- (iv) Update regarding the road/pavement potholes for wheelchair access along London Road near the Shepherd and Dog received from Cllr. Peake requires clarification if adopted road or Highways. Cllr. Buckley offered to assist to clarify this situation.
- (v) The response from Highways regarding ownership of the ditches along Oak Road is the responsibility and property of residents. The Clerk to advise resident that it is the responsibility of the landowner to clear the ditches.
- (vi) Update received from Cllr. Le Gresley on Gardiners Lane North and the dangerous road surface and the response from ECC Highways.
- (vii) The overgrown bushes onto the public footpath at Crays Hill have not been

cleared. Clerk to send another letter. Cllr. Sargent will additionally follow this situation. High View Rise being cleared. Park bushes along footpath now cleared.

- (viii) Request from Basildon regarding the concern from residents regarding Great Wasketts Farm and permission for car boot sales has been received. Basildon has confirmed not in this instance but depending on any highways issues 14 are permitted a year without permission.

72/15 DALE FARM - TRAVELLERS:

- (i) It was noted that the report has not been received from Basildon Borough Council from the Liaison Meeting early December, 2014. A draft letter to be circulated from the Clerk to members for signature by the Chairman to the Leader of Basildon Council.
- (ii) The reply from Basildon on "expansion of traveller sites in area" and if Basildon is considering protecting local areas on the same lines as Harlow was received and noted.

73/15 SUPERFAST ESSEX PARISH:

John Baron MP and a resident have liaised regarding funding within the Parish for Superfast Essex broadband. Cllr. Buckley confirmed that ECC and BT are both funding. There will not be 100% funding of the County. 96% of the County will be covered. Date for this to commence is yet to be confirmed. Clerk to contact EALC Chairman for an update in our Parish.

74/15 ELECTRONIC SUMMONS:

It was proposed by Cllr. Peake and seconded by Cllr. Borer for members of the Parish Council to sign pro forma acceptance to receive electronic summons to meetings in addition to already adopted in Standing Orders – **agreed**.

75/15 INTERNAL AUDIT:

It was **agreed** to defer the internal audit review for any comments/amendments for the future to the May meeting.

76/15 ANNUAL RETURN 2015 – SECTION ONE:

- (i) To review 2014 column in Section 1 (Boxes 2 and 3) amendment for the 2015 Annual Return.
- (ii) Section One of the Annual Return to be approved and signed.

77/15 ANNUAL RETURN 2015 – SECTION TWO:

- (i) Section Two of the Annual Return to be considered and signed.
- (ii) The fixed asset register with replacement cost increase for insurance purposes to be reviewed.
- (ii) All relevant documentation to be checked to ensure it is enclosed to send to the Internal Auditor for the External Auditor.

It was **agreed** to defer items 76/77 to the May meeting to permit members more time to review in detail at the pre meeting of the Parish Council prior to a decision in the Parish Council meeting.

78/15 INFORMATION EXCHANGE:

Information received from ABLC was noted.

79/15 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

Reports from Parish Councillors were noted.

80/15 CORRESPONDENCE:

Information received was noted.

81/15 PUBLIC QUESTION TIME:

No issues raised by the general public.

82/15 DATE OF THE NEXT MEETING:

The date of the Annual meeting confirmed as Monday 18th May at 7.00 p.m.

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.

83/15 TERMS OF REFERENCE:

- (i) In accordance with the Terms of Reference, the Parish Council to review the Clerk/Responsible Financial Officer’s salary scale, hours and pension.
- (ii) Consideration for the Annual Appraisal to be conducted and the appraisal completed.

It was **agreed** to defer item 83/15 to the May meeting.

Meeting ended at 20.35 p.m.

SIGNED (CHAIRMAN): DATE: