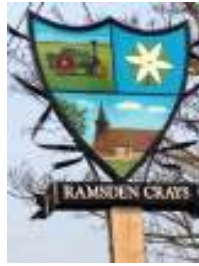


Ramsden Crays Parish Council



MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON MONDAY 18TH MAY, 2015 AT 7.00 P.M. AT THE SHEPHERD AND DOG PUBLIC HOUSE, CRAYS HILL, RAMSDEN CRAYS

PRESENT:

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

84/15 ELECTION OF CHAIRMAN:

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

85/15 ELECTION OF THE VICE-CHAIRMAN:

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

86/15 DECLARATIONS OF ACCEPTANCE OF OFFICE:

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

87/15 APOLOGIES:

Apologies for non attendance received from Cllr. S. Aungier, Cllr. Buckley - ECC and Cllr. T. Sargent – Basildon Borough Council.

88/15 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting held on 20th April, 2015 were approved as an accurate record. Proposed by Cllr. Borer and seconded by Cllr. Flint – **agreed**.

89/15 DECLARATIONS OF MEMBERS' INTERESTS:

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

90/15 REVIEW OF DONATIONS:

It was proposed by Cllr. Peake and seconded by Cllr. McPherson-Davis to pay S137 donation for Essex Air Ambulance of £100.00 – **agreed**.

A S137 donation to Chelmsford Diocese to assist with upkeep of churchyard for £100.00 was considered but it was **agreed** not to pay and to ask the Diocese to replace the small balustrade and the disintegrated plaque and confirm the plans for the monies received from the sale of Crays Hill Church Hall.

91/15 REPRESENTATION – ASSOCIATION OF BASILDON LOCAL COUNCILS:

The following were considered:

- (a) The Parish Council Representative for the year May 2015 – April, 2016 on the ABLC. It was proposed by Cllr. Peake and seconded by Cllr. Borer to appoint Cllr. McPherson-Davis as the representative – **agreed**.
- (b) It was proposed by Cllr. Peake and seconded by Cllr. McPherson-Davis to appoint Cllr. Flint as Transport Representative for the year May 2015 – April, 2016 – **agreed**.

92/15 APPOINTMENT OF ANY NEW/CURRENT COMMITTEES:

It was proposed by Cllr. Peake and **agreed** for the following terms:

- (i) Finance and General Purposes Committee, with all councillors to be on the Committee. With a minimum of 3 in attendance on the Committee, with a review for a sub-committee. Terms of reference to be approved at the first meeting.
- (ii) A Personnel Committee, with 3 councillors on the committee, with a review for a sub-committee. Terms of reference to be approved at the first meeting.

93/15 PUBLIC SESSION:

No members of the public heard on items on the agenda.

94/15 FINANCE:

The payments of the following were considered:

AoN insurance renewal 1 st June, 2015	£770.62
Clerk's Salary	£443.08
Shepherd and Dog Public House – Dedication Service food	£100.00
Flowers as a thank you to those that brought and returned the chairs up to £20.00.	

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

Bank statements were approved:

Co-operative Account 30.04.15 = £2.95 Barclays Bank Account 30.04.15 = £4,870.17

HM Revenue & Customs VAT received on 12.05.15 of £3,799.37 – Barclays account.

Parish Precept and allowance received on 1st April of £5,412.78.

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

It was noted that £20.00 was paid to Royal British Legion for Poppy at the Dedication Service.

The Council requested a formal notice of thanks to the Parish Clerk and those that attended and supported with the Remembrance Service.

The Parish Council agreed to make enquiries for the November Remembrance Service.

95/15 PLANNING APPLICATIONS:

Application:

Application No: 15/00430/FULL. Single storey front and rear extensions.

Location: Ricanne, Crays Hill, Billericay Essex.

The above was noted as responded previously.

Application No: 15/00498/LDC. To establish that a relocated outbuilding, not build in accordance with the approved plans (BAS/0224/98), completed in November 2003 and now used for general storage in connection with Woodmans Lodge is now lawful.

Location: Woodmans Lodge, Oak Road, Billericay, Essex.

Request planning department investigate current use of this property as the Parish Council believes that it is being used for other purposes other than general storage and to investigate the status and usage of the stables at the north end of the site.

Decided:

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

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

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. **Refused.**

Application No: 15/00057/FULL. Demolition of existing worship hall and erection of two-storey building comprising a cosmetic centre with associated car parking (revised scheme).

Location: All Saints Church and Community Centre, Crays Hill, Billericay Essex.
Granted.

Enquiry to Planning Department that the conditions of Dhamma Land are being adhered to and a query regarding the illuminated large sign displayed.

No concern on enquiry to Basildon from Planning Department on 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. Finalised.

96/15 COMMUNITY PROJECTS: – WAR MEMORIAL AND MULTI-USER FACILITY:

- (i) The Dedication Ceremony on 1st May was reviewed and consideration for a November Remembrance Ceremony and how to proceed forward. As above.
- (ii) Consideration of a multi-user basketball facility in the park area. It was **agreed** not to pursue.
- (iii) It was considered to approach Veolia North Thames Trust for funding towards a village hall and then make enquiries with another grant provider.
To enquire of Basildon Borough Council possibility for general permission for small single storey community hall in the park area.

97/15 HIGHWAYS:

- (i) Consideration for tonnage restrictions within the area and ECC Highways response that responsibility is with the Parish Council.
Request Cllr. Le Gresley and Cllr. Buckley to take forward to 30th June Highways Panel meeting.
5 signs “3.5 tonne weight restriction”.
To be located at: A127 into Gardiners Lane North, A127 into Pippys Hill Road, A129 into Gardiners Lane North, A129 into Hardings Elms Road and Wash Road into Pippys Hill and Hardings Elms Road.
Enquiries to be made for costings to purchase and install and sizes of signs.
- (ii) No updates in Borwick Lane.
- (iii) No update at Hardings Elms Road – bollards currently in the road further to request to Highways for light on both sides of the bollards.
- (iv) No update on the road/pavement potholes for wheelchair access along London Road near the Shepherd and Dog and clarification if adopted road or Highways.
- (v) Update on the second request to the resident to clear the overgrown bushes onto the public footpath at Crays Hill – all resolved.

98/15 DALE FARM - TRAVELLERS:

Letter agreed by all councillors to be sent to Leader of Basildon Council from the Chairman with regard to the Liaison Meeting held early December, 2014. Copy to Ward Councillors.

99/15 SUPERFAST ESSEX PARISH:

Information received from EALC Chairman Cllr. Gili-Ross on an update within the Parish on commencement dates. Further information to be received from ECC.

100/15 INTERNAL AUDIT:

The internal audit reviewed for any comments/amendments for the future.
Proposed by Cllr. Peake and seconded by Cllr. Borer that it had been reviewed and noted – **agreed**.

01/15 ANNUAL RETURN 2015 – SECTION ONE:

- (i) It was noted that the 2014 column in Section 1 (Boxes 2 and 3) had been amended for the 2015 Annual Return.
- (ii) Section One of the Annual Return was approved and signed by the Chairman and Parish Clerk. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint – **agreed**.

02/15 ANNUAL RETURN 2015 – SECTION TWO:

- (i) Section 1 of the Annual Return was considered, approved and signed by the Chairman and Parish Clerk.
- (ii) The fixed asset register with replacement cost increase for insurance purposes was reviewed and **agreed**.
- (ii) All relevant documentation was checked to ensure it was enclosed to send to the Internal Auditor for the External Auditor.

The above proposed to **agree** by Cllr. McPherson-Davis and seconded by Cllr. Flint.

03/15 TRANSPARENCY CODE FOR SMALLER AUTHORITIES:

The code was reviewed and it was **agreed** to wait for EALC to confirm the way forward.

04/15 INFORMATION EXCHANGE:

Information received from Cllr. McPherson-Davis from ABLC was noted regarding devolution.

05/15 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

Reports from Parish Councillors were noted.

06/15 CORRESPONDENCE:

Information received noted.

07/15 PUBLIC QUESTION TIME:

- (i) Pot holes in Oak Road not yet marked for repair.
- (ii) Travellers continue to park in Oak Road roadway.
- (iii) A letter to be sent to the Leader of Basildon regarding Dale Farm and the condition of the land.

08/15 DATE OF THE NEXT MEETING:

The date of the next meeting will be Monday 15th June at 7.00 p.m. Future meetings to be Mondays. This will be reflected in the 2015 meeting dates.

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.

09/15 TERMS OF REFERENCE:

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

Meeting ended at 8.15 p.m.

SIGNED (CHAIRMAN): DATE: