

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON
MONDAY 17TH OCTOBER, 2016 AT 7.00 P.M. AT THE SHEPHERD AND DOG
PUBLIC HOUSE**

PRESENT:

Councillors: D. McPherson-Davis, Cllr. N. Flint and Cllr. S. Allen
Parish Clerk – Georgina Bassett

54/16 APPOINTMENT OF CHAIRMAN:

Proposed by Cllr. Flint and seconded by Cllr. Allen for Cllr. McPherson-Davis to be appointed as Chairman and proposed by Cllr. McPherson-Davis and seconded by Cllr. Allen for Cllr. Flint to be Vice-Chairman.

55/16 COUNCILLOR VACANCY:

Cllr. Allen was thanked for assisting with the vacancy for the moment in time as the temporary appointment via Basildon to assist until either an election has been requested and the situation with regard to appointment of councillors to the Parish Council.

A notice for the vacancy for two councillors has been displayed.

56/16 APOLOGIES:

Cllr. Sargent of Basildon Borough Council and Cllr. Buckley of ECC gave apologies for their non-attendance.

57/16 MINUTES OF PREVIOUS MEETINGS:

- (i) The minutes of the Parish Council Meeting held on Monday 11th July, 2016 were approved as an accurate record. Proposed by Cllr. Flint and seconded by Cllr. McPherson-Davis – **agreed**.

- (ii) It was noted that the September meeting was inquorate as there were two resignations.

58/16 DECLARATIONS OF MEMBERS' INTERESTS:

No declarations of interest either pecuniary or non-pecuniary.

59/16 PUBLIC SESSION:

No reports or members of the public questions.

60/16 FINANCE:

- (i) The payments of the following to be considered:
 - Clerk's Salary/Expenditure October 2016
 - Two wreaths – Remembrance Service – 13th November, 2016
- (ii) To note payments made after July, 2016 meeting.
 - PKF Littlejohn = £120.00. Clerk's salary/expenditure September 2016 £442.63 and Post Office Ltd of £271.41.
- (ii) Bank statements for approval July, August and September, 2016
 - Co-operative Account 30.09.16 = £2.95
 - Barclays Bank Account 30.09.16 = £6,937.03

It was **agreed** that payments were to be paid and cleared at a later date for noting at the next meeting.

61/16 EXTERNAL/INTERNAL AUDIT – YEAR END 2015/16:

- (i) The Parish Council noted the external audit for the year ending 31st March, 2016 has been returned and has been displayed on the website and the notice board.
- (ii) No recommendations from the internal audit for the forthcoming precept/budget 2017/18 were noted at this time as it was **agreed** to copy to all councilors of the internal audit for review at the November meeting.

62/16 PRECEPT/BUDGET 2017/18:

Forecasted expenditure, expenditure to date and future projects to be reviewed at the November meeting.

63/16 PLANNING APPLICATIONS:

Application:

Application No: 16/01201/FULL. Construction of replacement annexe to “Cassetta” at rear of property.

Location: Casetta, Orchard Avenue, Billericay, Essex.

It was noted that this was not in the Parish.

Application No: 16/01228/AGBAS. Erection of a steel portal frame open fronted agricultural building for housing sheep and storage of farm machinery on lane north of Crays Hall Farm.

Location: Crays Hall Farm, Church Lane, Crays Hill, Billericay, Essex.

No objection.

Application No: 16/01243/FULL. Proposed front/rear and side extensions with new roof, loft conversion and dormers.

Location: Jasmin, Southbourne Grove, Crays Hill, Billericay, Essex.

It was noted that this was not in the Parish.

Application No: 16/01355/FULL. Demolition of stables and erection of a replacement building for domestic storage.

Location: Halls Lodge, Crays Hill Road, Crays Hill, Billericay Essex.

No comment.

Application No: 16/01013/FULL. Construction of a polytunnel and change of use of the land to facilitate the supply of plants for an offsite horticultural/landscaping business.

Location: Alton Lodge, North Road, Crays Hill, Billericay, Essex.

No comment.

Decided:

Application No: 16/01067/PDPA. Prior notification for the removal of an existing conservatory and the construction of a single storey rear extension (orangery), extending 3.93 metres beyond the rear wall of the original dwelling, with a maximum height of 3.37 metres and an eaves height of 2.3 metres.

Location: Woodbine Cottage, Oak Avenue, Crays Hill, Billericay, Essex. **Refused.**

Application No: 16/00928/FULL. Proposed two storey card lodge.

Location: Jalna, Gardiners Lane North, Billericay, Essex. **Refused.**

Application No: 16/00957/FULL. Erection of a brick wall, brick piers and steel railings to the front boundary and a timber fence to the side boundary. Installation of new gates to create access to Weir Cottage and additional gates to existing access to

factory units at the rear.

Location: Weir Cottage, Hardings Elms Road, Billericay, Essex. **Granted.**

Application No: 16/00170/FULL. Construction of chalet style dwelling.

Location: The Haven, Oak Road, Crays Hill, Billericay, Essex. **Refused.**

Application No: 16/00937/COND. Discharge Condition 3 (Materials) of granted consent 16/00494/FULL. **Granted.**

Application No: 16/01054/LDC. To establish the lawfulness of a proposed single storey side extension and make good hard standing. **Granted.**

64/16 COMMUNITY PROJECTS:

- (i) The purchase of a notice board opposite the school was considered. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint for the Clerk to contact ECC and ask them if for the Basildon Borough has been over subscribed and if not can a late application for £900.00 be considered.
- (ii) The installation of a free dog waste bin along Southend Road was suggested from Cllr. Allen at the location High View Rise at the junction and the London Road on the grass verge. The Clerk to contact BBC.
- (iii) To note that the application for the CIF was not submitted and the deadline has passed as the September meeting was inquorate.
- (iv) The costings for all four bus shelters to be maintained in the Parish at an individual cost of £300.00 – totalling £1,200.00 for all four were considered. The Parish Clerk to pursue this enquiry.
- (v) The Parish Clerk has met with a representative of Great Burstead Church with regard to the Remembrance Service on Sunday 13th November, 2016. Issues outstanding order of service to be reviewed – refreshments to be confirmed, school to liaise further. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint for coffee, tea and sandwiches etc. to be requested and the Standard to be available. This item to be on the Newsletter.
- (vi) In order for the Parish Council to apply for accreditation for the Foundation Award Scheme it needs to review an Action Plan for future projects it will review a list at the November meeting.
- (vii) The Clerk to enquire further on the update on the bulb planting within the parish for the Parish Council funding of £100.00 and Basildon Borough Council contribution of £100.00.
- (viii) It was noted that to date there is no availability of a volunteer architect within the parish to assist with the review of a hut/hall within the parish via extension of the park public toilets. To be added into the Newsletter.
- (ix) The Parish Council noted that there is a Volunteer Essex Police Cadet Scheme in Basildon which runs on Tuesday evenings. Details available on the Parish Council notice board. Enquire of the Parish Clerk if further information should be requested. Refer to ECC website in the newsletter.
- (x) Small Community Hall update was considered on any information received and consideration on the way forward with this idea. Noted that it depends on the availability of a volunteer local architect.

65/16 ECC SUPERFAST ESSEX PROGRAMME AND UK POWER NETWORKS AND “105”:

- (i) The latest update situation was noted and consideration to appoint a Broadband Champion for the parish and any queries relating to the programme. ECC Cabinet reviewed this on 20th September, 2016 with investment provision for 2 years. Request a volunteer to attend via the Newsletter.

- (ii) UK Power Networks “105” was noted to call in the event of power cuts. To be noted in the Newsletter.

66/16 ECC TRANSPORT AND TRAVEL UPDATE 2016:

It was **agreed** that Cllr. Flint continue to be the Transport Representative for the Parish.

67/16 HIGHWAYS – BASILDON BOROUGH COUNCIL:

- (i) Await Cllr. Buckley’s response via Essex County Council at Hardings Elms Road, regarding the replacement of the keep left bollards and date for this solution.
- (ii) To note Cllr. Buckley of Essex County Council Highways has confirmed that the weeds were resprayed during August 2016.
- (iii) Gardiners Lane North road scheduled to be resurfaced early 2017. Cllr. Buckley confirmed communication with Highways.
- (iv) To note that to date on the 7.5 tonne weight restriction signs agreed by Highways at its meeting on 30th June, 2015 under LBAS 152017 – Gardiners Lane North are to be installed in up to 2 years.
- (v) Basildon confirmed that charges have been registered against plots on the land at the former Dale Farm sites in Oak Lane to reclaim monies from the council’s costs following the enforcement operation. Defer to 68/16.
- (vi) The information received from Ramsden Bellhouse on setting up a Community Speed watch within the parish and members to consider the way forward in relation to speeding in the parish to be deferred to the November meeting.
- (vii) Street Care to be requested to repair the broken seat by the War Memorial.
- (viii) Noted A129 Crays Hill Bends, Ramsden Crays from junction with Gardiners Lane North to its junction with Crays Hill Road order of notice effective 17th October, 2016 works restriction in the area.

68/16 DALE FARM – OAK LANE/OAK AVENUE:

Noted updates received on this situation in Oak Lane.

69/16 INSURANCE ACT REVIEW:

The replacement in law of the Insurance Act, came into effect on 12th August, 2016 and any effect on the current insurance or future purchase in 2017 was reviewed.

70/16 LOCAL GOVERNMENT FINANCE SETTLEMENT TECHNICAL CONSULTATION:

The response to consultation to LGFConsultation@communities.gsi.gov.uk in relation to capping of Parish Council precepts in the future was considered. It was proposed to object this capping by Cllr. McPherson-Davis and seconded by Cllr. Flint – **agreed**.

71/16 INFORMATION EXCHANGE:

Information received noted.

72/16 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

Additional meetings reported:

Cllr. McPherson-Davis reported back that EALC AGM subscription agreed to increase by 2% in the next financial year and the national would increase by 1.99%. CIF fund will continue in the next financial year.

Liaison meeting recently attended by Cllr. McPherson-Davis at Billericay Town Council.

Progress plan was brought up to date and response to the latest consultation were analysed and the plan back by three months.

Further consultation documentation at the end of October 2016 with 7 potential further applications.

Officer of planning explained planning procedures and enforcement and a session will be held for District Councillors on enforcement and if Parish Councillors would like to attend on 13th December, 2016.

73/16 NOTE CORRESPONDENCE:

Information received noted along with the change to Veolia North Thames Trust to Veolia Environmental Trust at www.veoliatrust.org

74/16 PUBLIC QUESTION TIME:

The opportunity for members of the public to raise questions, but no members of the public in attendance.

75/16 DATE OF THE NEXT MEETING:

The next meeting will be on Monday 21st November at 7.00 p.m. at the Shepherd and Dog Public House.

Pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is not open to the public and press for these items of business and will be instructed to withdraw.

76/16 STAFFING:

Appraisal Form.

Members to review this and then the Clerk to be re-involved prior to comments added and then signed off.

Pension Contribution – Parish Council:

In line with the government policy an update to be received from the Working Party regarding consideration of the ECC LGPS Pension or another.

The meeting ended at 8.30 p.m.

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Signed by the Chairman of the Parish Council

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Dated