

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON
MONDAY 19TH DECEMBER, 2016 AT 7.00 P.M. AT THE SHEPHERD AND DOG
PUBLIC HOUSE**

PRESENT:

Councillors: D. McPherson-Davis, Cllr. N. Flint, Cllr. S. Allen, Cllr. G. Jenkins and
Cllr. M. Kirby
Parish Clerk – Georgina Bassett
1 member of the public

95/16 APOLOGIES:

Apologies for absence received from Basildon Borough Cllr. T. Sargent and Essex
County Councillor M. Buckley.

96/16 CO-OPTION TO THE PARISH COUNCIL:

Applicants were considered for co-option to the Parish Council.
It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint to co-opt
Geoffrey Jenkins and Michael Kirby as councillors of Ramsden Crays Parish Council –
agreed.
Both councillors signed the declaration of acceptance of office and received the
register of members' interests to complete.

At this point, Cllr. McPherson-Davis on behalf of the Parish Council gave thanks to
Cllr. Stuart Allen for previously standing in as councillor for the Parish and it was noted
that he would now revert for attendance in the future as the Borough Councillor.

**19.10 Cllr. Allen gave his apologies and left as he was due to attend another meeting
as a Borough Councillor.**

97/16 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting held on Monday 21st November, 2016
were approved as an accurate record. Proposed by Cllr. McPherson-Davis and
seconded by Cllr. Flint – **agreed.**

98/16 DECLARATIONS OF MEMBERS' INTERESTS:

No declarations of interest either pecuniary or non-pecuniary were received on
agenda items.

99/16 PUBLIC SESSION:

- (i) No additional reports received from Ward or District Councillors.
- (ii) An objection received from a member of the public to a company offering to
clean the War Memorial without cost in exchange for placing their plaque.

100/16 FINANCE:

- (i) The payments of the following were considered:

Clerk's Salary/Expenditure December 2016 .	£418.58
September – December Tax HMRC – Post Office Ltd	£280.47

The Clerk informed the Parish Council that the word document on the laptop
had expired. The Parish Council was asked to consider replacement of this
word package to enable further use. Clerk to apply for another bursary to
update the laptop and make enquiries.
HM Revenue & Customs £232.39 VAT received.

- (ii) Bank statements for October and November 2016, Co-operative Account 30.11.16 = £2.95
Barclays Bank Account 30.11.16 = £10,989.54 were considered.
It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby to **agree** the above.

101/16 EXTERNAL/INTERNAL AUDIT – YEAR END 2015/16:

- (i) The internal audit and any recommendations were reviewed. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint for the clerk to have Excel Training. The council acknowledges the report and will move towards the recommendations - **agreed**.
- (ii) The appointment for an auditor for the 2016/17 period was considered. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Flint to continue with ASAP office services – **agreed**.

102/16 PRECEPT/BUDGET 2017/18:

The forecasted expenditure to date and future projects were considered. It was proposed by Cllr. McPherson-Davis for the Clerk to request detailed figures based on those reviewed – **agreed**.

103/16 PLANNING APPLICATIONS:

Application:

Application No: 16/01609/ABAS. Company logo to entrance and car park elevations.

Location: All Saints Church and Community Centre, Crays Hill, Billericay, Essex. The Parish Council had no objection to the illuminated LED signs provided they are restricted to the agreed opening hours of the business.

Decided:

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. **Refused.**

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. **Granted.**

Application No: 16/01386/FULL. Replacement of existing dwelling house with new dwelling house. (Re-submission of plans previously approved under application reference 13/00993/FULL.)

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

Application No: 16/01394/PDPA. Prior notification for the removal of an existing conservatory and the construction of a single storey rear extension (orangery style), extending 4.1 metres beyond the rear wall of the original dwelling, with a maximum height of 3.550 metres and an eaves height of 2.937 metres.

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

104/16 COMMUNITY PROJECTS:

- (i) The Parish Council considered applying for an ECC CIF Response application for funding towards a notice board at the junction of Gardiners Lane North and the A129. The total cost at £992.73 excluding VAT with a contribution of

£500.00 towards this from the Parish Council.

It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins – **agreed.**

- (ii) No positive information has been received from Basildon Borough Council for the installation of a free dog waste bin along Southend Road at the location High View Rise at the junction and the London Road on the grass verge via BBC.
- (iii) The additional costings received for the four bus shelters maintained in the Parish was considered. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby for the Clerk to enquire for further quotations - **agreed.**
- (iv) An Action Plan for future projects – 2017/18 will be considered with the budget.
- (v) No update received on the bulb planting within the parish for the Parish Council funding of £100.00 and Basildon Borough Council contribution of £100.00. The Clerk to pursue.
- (vi) No update for a volunteer local architect to assist with a small Community Hall received to date.
- (vii) Consideration offer for cleaning/maintenance of the war memorial was considered. It was Proposed by Cllr. Jenkins and seconded by Cllr. Kirby to reject the offer – **agreed.**

105/16 HIGHWAYS – BASILDON BOROUGH COUNCIL:

- (i) No additional response received from 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) 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 was considered. It was **agreed** not to take this further.

106/16 INFORMATION EXCHANGE:

It was noted that the kerb near the properties by the village sign had been damaged by a low loader and request from Highways to repair.

107/16 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

Cllr. McPherson-Davis confirmed attendance at a Planning Enforcement Briefing organised and paid by ABLC.

108/16 NOTE CORRESPONDENCE:

Correspondence received noted.

109/16 PUBLIC QUESTION TIME:

- (i) Concern that the lorries using Gardiners Lane are too wide for the road particularly in relation to the overgrown hedges and wide ditches in this area.
- (ii) Request to ECC councillors to widen the road near the kennel in Gardiners Lane North.

110/16 DATE OF THE NEXT MEETING:

The next meeting will be on Monday 16th January 2017 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.

It was proposed by Cllr. Kirby and seconded by Cllr. McPherson-Davis for this to go into private session – **agreed.**

111/16 STAFFING:

Appraisal Form.

It was **agreed** by members to postpone until March/April 2017.

Pension Contribution – Parish Council:

- (i) To consider the information received from HMRC and to respond in compliance.
- (ii) In line with the government policy an update to be received from the Working Party regarding consideration of the ECC LGPS Pension or another.

In line with government policy the Parish Council reviewed items (i) and (ii) above. Proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby that after consideration the Council understands that the Clerk does not qualify for a pension – **agreed.**

The meeting ended at 8.25 p.m.

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Signed by the Chairman of the Parish Council

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Dated