

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON
MONDAY 11TH DECEMBER, 2017 AT 7.00 P.M.
AT THE SHEPHERD AND DOG PUBLIC HOUSE**

PRESENT:

Councillors: Cllr. D. McPherson-Davis, Cllr. N. Flint, Cllr. M. Kirby and Cllr. G. Jenkins
Parish Clerk – Georgina Bassett
Cllr. T. Ball and Cllr. M. Buckley - Essex County Councillors
No members of the public

170/17 APOLOGIES FOR ABSENCE:

Apologies for absence received from Cllr. T. Sargent – Borough Councillor.

171/17 MINUTES OF PREVIOUS MEETINGS:

The minutes of the Parish Council Meeting held on Monday 20th November, 2017 were approved as an accurate record. Proposed by Cllr. Jenkins and seconded by Cllr. Kirby – **agreed**.

172/17 DECLARATIONS OF MEMBERS' INTERESTS:

No pecuniary or non pecuniary declarations of interests received.

173/17 PUBLIC SESSION:

No questions received from the public on agenda items.

COUNTY AND BOROUGH COUNCILLORS' REPORTS:

Cllr. T. Ball confirmed that the gritters have been out on the main and side roads due to the inclement weather.

There will be a Full Council meeting tomorrow – 12th December, 2017. Nothing further to report to date.

174/17 FINANCE:

(i)	The payments of the following were considered:	
	Clerk's Salary/Expenditure December 2017	£ 407.10
	HM Revenue & Customs – tax September – December 2017	£ 286.05

(ii) Bank statement for approval 30th November 2017 - £12,583.51

Payment received of £45.00 from the Parish Clerk for overpayment during November, 2017.

Proposed by Cllr. Flint and seconded by Cllr. McPherson-Davis to pay the two cheques and reconcile the bank – **agreed**.

175/17 PLANNING APPLICATIONS:

APPLICATION:

Application No: 17/01106/FULL. Cessation of lawful commercial use of skip hire and waste collection yard. Demolition of house, annexe and all buildings on site to facilitate a redevelopment comprising 4 x 2 storey dwelling houses.

Location: Whites Bridge Cottage, Crays Hill, Billericay, Essex. **Refused.**

Application No: 17/01137/FULL. Conversion of existing redundant agricultural buildings to a single storey residential dwelling.

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

Application No: 17/01323/FULL. Demolish existing MOT centre and construct one block of eight flats with associated car parking and amenity.

Location: Chestnuts Service Garage, Crays Hill, Billericay, Essex. **Refused.**

Cllr. McPherson-Davis attended the Planning Committee Meeting to items of interest:

Triendra – single storey building – resubmitted and complies and was approved.

Solar farm just outside of the Parish request for further 6 years on green belt – approved.

SOUTH ESSEX: PLAYING PITCH AND BUILD FACILITIES ASSESSMENT STRATEGY:

It was noted that the Clerk spoke with KKP to provide information on facilities within the Parish for this survey. A report should be completed and available to Basildon Borough Council in March/April 2018.

176/17 COMMUNITY – PROJECTS:

(i) Confirmation yet to be received for the Parish Council's notification of its request for funding from ECC/CIF towards a double notice board at the junction of Gardiners Lane North and the A12. Permission awaited from the relevant source re installation. Supplier confirmed can retain the price until the New Year and will consider on further request until funding confirmed.

(ii) Costings for review for ongoing cleaning of the four bus shelter. Further information required.

Considering information received from EALC on various fundings including Essex Crowd Funding. It was **agreed** to defer to the January, 2018 meeting.

(iii) No further update from the Clerk's enquiry with the British Legion on how to progress with any requests.

(iv) No further update received on the repair/replacement to the gate at the front of the churchyard. **Agreed** to remove from future agenda.

(v) Await further communication with The Shepherd and Dog Public House if it agrees to a defibrillator to be installed on the outside of the premises which entails an electricity supply to the defibrillator. Subject to confirmation, FaceMed to be contacted for acceptance of donation. Subject to the above a decision to be made on supplier for the defibrillator – costings. Review at the January meeting.

(vi) Projects:

An update received from Cllr. Kirby following onsite visit with an officer from Basildon consideration for sensory garden for a) to b) below. For planting prior to April, 2018. Costing about £3,000.00 for area by the village sign. The Officer at Basildon confirmed would liaise with Highways for any permission.

(a) Flower containers – sleepers by grass verges.

(b) Concrete flower containers in the park area and near new notice board/village sign.

Review for local companies for sponsorship to maintenance costs etc.
Circulate in the New Year's newsletter.

- (c) Additional plants/bulbs by memorial sign at Gardiners Lane North as were considered for review with (a) and (b) above.
- (d) Graveyard Maintenance – S137. A review for maintenance was considered. Defer to the January meeting.
- (e) Consideration for sponsorship of maintenance for future gardens, village sign, new sign, entrance to the park as above.
- (f) Replacement bin – London Road, near High View Rise. To note any further response from Basildon for assistance on this matter. Defer to January, 2018.

177/17 HIGHWAYS – BASILDON BOROUGH COUNCIL:

- (i) No updates received on the damage to the kerb near the properties by the village sign.
- (ii) Weeds in the Parish particularly along the London Road through Crays Hill including Church Road were weeded in the autumn. Confirmed by Cllr. Buckley it is an ongoing enquiry.
- (iii) No further information received on update on the muck away lorries travelling down Gardiners Lane. Residents in the immediate area have received a consultation letter in relation to a weight limit in Gardiners Lane.
- (iv) Consideration of additional comments on a proposal to implement a 7.5 tonne weight restriction at Gardiners Lane North for consultation was discussed as in (iii) above. Cllr. Buckley and Cllr. Ball offered to make further enquiries regarding regular lorries removing waste within the area.

A resident commented that this issue of a weight restriction was three years ago and concern that the consultation is considerably later. The Clerk to write to the resident confirming the Parish Council has pursued this for the last three years and Essex County Council has to consult residents prior to its final decision to proceed.

The Parish Council to write to Essex County Council with its support – **agreed**.

178/17 TRAVELLERS:

No updates in the area/Dale Farm with regard to land in the parish.

179/17 INTERNAL AUDIT REPORT/EXTERNAL AUDITOR:

- (i) To consider further for the risk assessment of the Insurance, Financial Regulations and Standing Orders (review as 181/17 below) for control and procedures for the Parish Council.
- (ii) To consider the Annual Return for the year ended 31 March 2017 returned and the comments therein.
- (iii) Notification of external auditor appointments for the 2017/18 financial year. It was **agreed** to defer items (i) to (iii) to the January, 2018 meeting.

180/17 BUDGET/PRECEPT 2018/19:

The Parish Council considered the budget/precept for 2018/19.
The Precept was reviewed for Band D rate of £20.74 2017/18 - £10,196.61 to be considered after the decision by Basildon Borough Council on whether it will continue with the LCTS grant and dependent on this to decide the precept.

The Parish Council **agreed** to wait until after the meeting by Basildon Borough Council on this and will make its decision on the precept at the January, 2018 meeting.

It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby for the Parish Council to write to Basildon to oppose the cutting of the LCTS grant – **agreed**.

181/17 STANDING ORDERS/PROCEDURES:

To consider:

- (i) Financial Regulations.
- (ii) Standing Orders.
- (iii) Risk Assessments – Policies.
- (iv) Freedom of Information.
- (v) Data Protection – overview of documents.
- (vi) Control and procedures.
- (vii) Equal Opportunities Policy.
- (viii) Equality Policy.
- (ix) Dignity at Work – Bullying and Harassment Policy.

It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Jenkins to accept items (vii), (viii) and (ix) – **agreed**. It was recommended to review three at subsequent meetings.

182/17 INFORMATION EXCHANGE:

Information exchanged noted.

Cllr. Flint confirmed he has attended the December Mobile Meeting. He received verbal communication that it may discontinue from March, 2018. Currently meets fortnightly at High View Rise 11.30 – 11.50 a.m. scheduled dates are 29th December, 12th January, 26th January, 2018 etc.

183/17 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:

External meetings noted. Cllr. McPherson-Davis confirmed the panel met on 8th December following new Essex Fund by EALC. Funding for maintenance issues.

The applications are six monthly and 50% of the funding. The Parish Council to consider applying for maintenance of the bus shelters.

184/17 NOTE CORRESPONDENCE:

Correspondence received noted. ECC circular regarding benefits of utilities for residents to apply to join at a discount service.

Cllr. Buckley provided more information on bulk buying for several residents on utility companies directly. An update for the New Year newsletter.

185/17 PUBLIC QUESTION TIME:

No questions on items other than the agenda.

186/17 DATE OF THE NEXT MEETING:

It was noted that the next meeting of the Parish Council will be on Monday 15th January, 2018 at 7.00 p.m. at the Shepherd and Dog Public House.

Meeting ended at 8.00 p.m.

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Signed by the Chairman of the Parish Council

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Dated