

**MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING HELD ON  
MONDAY 15<sup>TH</sup> JANUARY, 2018 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

**01/18 APOLOGIES FOR ABSENCE:**

Apologies for absence received from Cllr. T. Sargent – Basildon Borough – attending at another meeting.

**02/18 MINUTES OF PREVIOUS MEETINGS:**

It was proposed by Cllr. Jenkins and seconded by Cllr. Kirby to approve the minutes of the Parish Council Meeting held on Monday 11<sup>th</sup> December, 2017 – **agreed**.

**03/18 DECLARATIONS OF MEMBERS' INTERESTS:**

No pecuniary interests received. One non pecuniary declaration of interest from the Clerk in relation to item 05/18 (i) - storage.

**04/18 PUBLIC SESSION:**

No questions received from the public on agenda items.

**2013 – Planning Application:**

Application No: 13/00189/FULL. To raise an area of land to improve its agricultural quality and creation of a new farm track access to Church Road. Permission was granted.

The two Essex County Councillors provided an update on this in relation to pollution. This has been investigated by Basildon Borough Council and confirmed that no breach had taken place and planning permission is being implemented. The control of this remains with Basildon as the local authority and not Essex County Council. There has been more than one investigation of this and there have been several site visits.

**COUNTY AND BOROUGH COUNCILLORS' REPORTS:**

Reports received from Essex County Councillors as in 04/18 above.

**05/18 FINANCE:**

- |      |   |         |
|------|---|---------|
| (i)  | The payments of the following were considered:                          |         |
|      | Clerk's Salary/Expenditure January 2018                                 | £408.77 |
|      | Secure Box Services Ltd – storage for 2017 and 2018                     | £ 50.40 |
| (ii) | Bank statement for approval 31 <sup>st</sup> December 2017 - £11,890.36 |         |

Proposed by Cllr. Kirby and seconded by Cllr. Jenkins to write the cheques for the two payments and reconcile the Barclays Bank statement – **agreed**.

## **06/18 PLANNING APPLICATIONS:**

### **APPLICATION:**

**Application: 17/01835/FULL.** Demolition of existing dwelling and outbuildings. Construction of replacement dwelling with ground floor, first floor attic and basement accommodation.

**Location:** Crays Hall Farm, Church Lane, Ramsden Crays, Billericay.

The Parish Council objected on the grounds of over development of the site for the size, it is considerably higher than the existing building and does not comply with green belt due to the bulk of it and openness of the green belt.

A request for a caveat if Basildon Planning Committee agreed to this or it is agreed on appeal that it is subject to extinguishment of permitted development rights.

### **Decided:**

**Application No: 15/01581/REM.** Demolition of existing entertainment venue and its replacement with a Care Home and associated infrastructure.

**Location:** The Belvedere, Hardings Elms Road, Crays Hill, Billericay, Essex.

**Granted.**

**Application No: 17/01298/FULL.** Demolish existing dwelling and construct a 4 bedroom detached chalet.

**Location:** Trienedra, Southlands Road, Crays Hill, Billericay, Essex. **Granted.**

**Application No: 17/00909/FULL.**

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

### **Consultation:**

NHS Basildon and Brentwood – Mid and South Essex Sustainability and Transformation Partnership (STP). Feedback by 9<sup>th</sup> March, 2018 on [meccq.stpconsultation@nhs.net](mailto:meccq.stpconsultation@nhs.net)

Members reviewed the consultation. It was **agreed** to defer to the February meeting.

The provisional 2018-19 local government finance settlement survey on <https://www.surveymonkey.co.uk/r/provisionalsettlement1819> 16<sup>th</sup> January 2018 responses to the questionnaire to [LGFsettlement@communities.gsi.gov.uk](mailto:LGFsettlement@communities.gsi.gov.uk)

The Parish Council has previously objected to the proposed withdrawal of the grant and wait for the decision on this by Basildon Borough Council at its meeting on 23<sup>rd</sup> January, 2018.

Adoption of Waste Local Plan – Essex County Council (ECC) and Southend on Sea Borough Council (SBC) both adopted their joint prepared Waste Local Plan on 11<sup>th</sup> July and 19<sup>th</sup> October, 2017 respectively. All documents can be viewed online at [www.essex.gov.uk/WLP](http://www.essex.gov.uk/WLP) and [www.southend.gov.uk/wastelocalplan](http://www.southend.gov.uk/wastelocalplan)

The Essex County Councillors provided an update on this item.

## **07/18 COMMUNITY – PROJECTS:**

- (i) To date the Parish Council has not received notification of the decision on whether or not it would receive funding from ECC/CIF towards a double notice board at the junction of Gardiners Lane North and the A12.

ECC Highways has yet to confirm if installation permitted.

The supplier has confirmed the price can be held until early 2018 and will consider holding into the New Year on further request until funding confirmed.

- (ii) The Parish Council received a provisional costing for ongoing monthly cleaning of the four bus shelters. It was **agreed** to defer to the February meeting to allow for other quotations and an official quotation in place of the provisional costing.

The Parish Council considered information received from EALC on various fundings including Essex Crowd Funding to be put in by 1<sup>st</sup> May, 2018.

The Clerk to confirm with EALC the correct application of funding for the bus shelter.

- (iii) Cllr. Kirby is following up communication with the British Legion on progress for requests to add to the War Memorial.
- (iv) Await confirmation from The Shepherd and Dog Public House permission to install a defibrillator on the outside of the premises which entails an electricity supply to the defibrillator. Cllr. Kirby to follow up.

Subject to the above, The Parish Council to contact FaceMed to accept its kind offer of a donation towards this purchase.

- (v) Projects:  
Cllr. Kirby provided an update on a site visit with an Officer from Basildon on the following:
  - (a) Flower containers – sleepers by grass verges. Raised garden around the new sign, including concrete bollards at each end of the layby.
  - (b) Garden by the new notice board in Gardiners Lane North.
  - (c) Garden area by the War Memorial.

Cllr. Kirby will continue to provide the Parish Council with further information and costings for a decision at the February meeting.

Various permissions to be confirmed prior to installation.

- (d) Graveyard Maintenance – S137. It was proposed by Cllr. McPherson-Davis and seconded by Cllr. Kirby to purchase a provision towards maintenance – **agreed**.

To review and subject to agreement to put in the next newsletter an award in the Parish for good citizenship. The Clerk to provide details.

- (e) Consideration for sponsorship of maintenance for future gardens, village sign, new sign, entrance to the park – newsletter. Defer to the February meeting.
- (f) Replacement bin – London Road, near High View Rise. London road, prior to the seat near the notice board. Clerk to make enquiries on costings for purchase and installation. Confirmation if Basildon will continue to empty.

**08/18 HIGHWAYS – BASILDON BOROUGH COUNCIL:**

- (i) It was noted that the damage to the kerb near the properties by the village sign has yet to be repaired.
- (ii) Cllr. Buckley confirmed it is intended that there will be more funding available in the next financial year from ECC. He was unable to confirm when the weeds would be removed within the Parish particularly along the London Road through Crays Hill, including Church Road.

**09/18 INTERNAL AUDIT REPORT/EXTERNAL AUDITOR:**

- (i) The Parish Council considered the risk assessment of the Insurance, Financial Regulations and Standing Orders (review as 12/18 below) for control and procedures for the Parish Council.

The Clerk to provide a suggested list to assist, via information requested from the internal auditor and EALC.

- (ii) The Annual Return for the year ended 31 March 2017 was reviewed. It was proposed by Cllr. Kirby and seconded by Cllr. McPherson-Davis to agree there were no issues of concern with the year end report – **agreed**.
- (iii) Cllr. McPherson-Davis proposed and Cllr. Flint seconded to continue this financial year with the current auditor for this financial year ending 31<sup>st</sup> March, 2018.  
The Parish Council to review financial regulations in line with the auditor and consider a different appointment and/or more indepth audit after 5 years.

The Clerk to contact EALC in relation to the local audit for the year ending 31<sup>st</sup> March, 2018.

- (iv) The Clerk to ask for a quotation on the existing insurance company and Came & Company due to expiry of insurance company and ceasement to insure after 31<sup>st</sup> May, 2018.

**10/18 BUDGET/PRECEPT 2018/19:**

The Parish Council considered the budget for 2018/19.

It was proposed by Cllr. Kirby and seconded by Cllr. McPherson-Davis to accept the budget and a precept with a Band D rate of £21.91 – increase of 5.64% – precept of £10,771.83 – **agreed**.

**11/18 STANDING ORDERS/PROCEDURES:**

- (i) Financial Regulations.
- (ii) Standing Orders.
- (iii) Control and procedures – risk assessments.
- (iv) Freedom of Information Act – Publication Scheme.
- (v) Complaints against the Parish Council.
- (vi) Publication Policy.
- (vii) Openness and Tansparency Policy.
- (vii) Risk Assessment - General.
- (viii) Data retention – review of retained documents.

It was **agreed** to defer to next meeting.

**12/18 INFORMATION EXCHANGE:**

Information exchanged.

The Parish Councillors requested to receive a copy of the 2018 dates.

**13/18 EXTERNAL MEETINGS – REPORTS FROM PARISH COUNCILLORS:**

No external meetings attended.

ABLC Meeting on 18<sup>th</sup> January and Basildon Liaison Meeting scheduled for 1<sup>st</sup> February, 2018.

**14/18 NOTE CORRESPONDENCE:**

Correspondence received was noted.

**15/18 PUBLIC QUESTION TIME:**

No questions on items other than the agenda received.

**16/18 DATE OF THE NEXT MEETING:**

The next meeting of the Parish Council will be on Monday 19<sup>th</sup> February, 2018 at 7.00 p.m. at the Shepherd and Dog Public House.

Meeting ended at 8.55 p.m.

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Signed by the Chairman of the Parish Council

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Dated