

MINUTES OF RAMSDEN CRAYS PARISH COUNCIL MEETING at SHEPHERD AND DOG PUBLIC HOUSE on **MONDAY** the **16TH SEPTEMBER**, 2019 at 7.00 p.m.

Attendance: Cllr. D. McPherson-Davis – Chairman, Cllr. G Jenkins, Cllr. M. Kirby and Cllr. T. Knight
Parish Clerk/RFO – Mrs. G. Bassett

Also in attendance: Cllr. T. Ball – ECC
Three members of the public

120/19 Apologies for Absence:

Apologies for absence received from Cllr. S. Allen and Cllr. T. Sargent and Cllr. Buckley.

121/19 Minutes of Previous Meeting:

The minutes of the Parish Council meeting on 15th July, 2019 were considered for accuracy and approval. Proposed by Cllr. T. Knight and seconded by Cllr. Jenkins – **agreed.**

122/19 Declaration of Members Interests:

No pecuniary or non-pecuniary declarations of interest received.

123/19 Public Forum (15 minutes maximum):

None.

Consideration of resident requested flashing lights by the bend near the school as you approach from Billericay. The Parish Council does not control highways, refer to Essex County Council via Councillor Ball.

Borough and County Councillors

Updates from Borough and County Councillors.

Cllr. Ball – delay to Local Plan due to air quality issues on the A127.

124/19 Finance Report:

(i) **Expenditure:**

Clerk/RFO September 2019 Salary/Expenditure	£ 729.71
Bus Shelters – cleaning – September 2019	£ 80.00
EALC – New Councillors Pack	£ 28.14

HMRC yet awaited.

Defer £100.00 and the £50.00 + VAT.

Costings for Remembrance Service considered, taking into account risk. Clerk advised to continue with the appointment for cover by the medical service following recent advice at First Aid Training session and information received from the EALC.

Proposed by Cllr. Kirby and seconded by Cllr. Knight to pay the Clerk/RFO, bus shelters maintenance and the EALC, but defer the £100.00 to the Shepherd and Dog to the next meeting and not to pay £50.00 + VAT for the medical emergency company and not to appoint them – **agreed.**

The Clerk advised against the decision to cancel the medical emergency company.

The Chairman requested the vote be recorded three against the payment and one abstaining.

- (ii) The Barclays Bank statement at 31st July, 2019 at £9,008.00. Uncleared £948.91 to end of July 2019. Reconcile with the actual £8,059.09. August bank statement account awaited. **Agreed.**
- (iii) No response from letter to Barclays in relation to FSA up to £85,000.00 and confirmation on the position of the Parish Council's funds up to this amount should the bank fold has been received.
- (iv) The Model Financial Regulations 2019 for England and Wales as of NALC bulletin via EALC August, 2019 – **agreed** to defer.
- (v) Clerk/RFO contacted HMRC regarding reimbursement of tax payments from employees payroll – payment awaited from HMRC. Noted as above.

125/19 Planning:

Enforcement Notice: Land North of Summerhill Garage, Southend Arterial Road, Basildon, Essex. Effective 3rd September, 2019. Update received from Basildon Borough Council. Noted.

Application No: 19/01136/FULL. Construct two storey four-bedroom dwelling house with a basement and integral triple garage.

Location: Plot 351, Crays Hill Road, Billericay, Essex.

The Parish Council objects on a greenbelt site including listed trees.

Application No: 19/01205/FULL. Conversion of existing swimming pool building to bungalow with associated car parking and altered access arrangements.

Location: Plot 5, Whites Bridge Cottage, Crays Hill, Billericay, Essex.

The Parish Council has no objection.

Application No: 19/01138/FULL. Extension and alterations to two existing detached garages to create a self-contained 3 bedroom annex including accommodation in the roof space.

Location: The Larcom, Bury Farm Lane, Billericay, Essex.

The Parish Council objected on the grounds of over development of a greenbelt land.

Application No: 19/01192/OUT. Provision of 10 houses including 4 affordable units.

Location: Land East of Orchard Avenue, Crays Hill, Billericay, Essex.

Not in the Parish.

Application No: 19/00474/OUT. Demolition of existing buildings and areas of hard standing and construction of eight low profile dwellings, gardens and parking together with improved access to highway at land south of and including 2 Adelaide Villas.

Location: Adelaide Villas, 2 Gardiners Lane North, Crays Hill, Billericay, Essex.

Rejected by Basildon main planning committee.

Application No: 19/01226/TPOBAS. Fell Oak (T1 of TPO/07/96).

Location: Oakdene, Laindon, Essex.

Not in the parish.

Application No: 19/01241/FULL. Erection of single storey front extension.

Location: 2 Staceys Mount, Crays Hill, Billericay, Essex.

The Parish Council has no objection.

NALC – Policy Consultation E-Briefing 10-19 – 5G Mobile Coverage in Rural Areas:

Response to Claire.Goldfinch@nalc.gov.uk by 17.00 on 11 October, 2019.

Clerk to provide a general update on this for the next meeting.

Decided:

Application No: 19/00437/FULL. Replacement dwelling.

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

Application No: 19/00496/COND. Application for approval of details reserved by Condition 3 (surface water drainage strategy) of consent 17/00227/FULL.

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

Application No: 19/00113/FULL. Proposed front extension with a gable styled roof. Single storey side and rear extension to replace existing car port.

Location: Annawest, London Road, Crays Hill, Billericay, Essex. **Granted.**

Application No: 19/00513/FULL. Replace conservatory with single storey rear extension and alterations together with a flat roof rear dormer and pitched roof to existing dormer.

Location: 12 Hope Road, Crays Hill, Billericay, Essex. **Granted.**

Application No: 19/00518/LDC. To establish the lawfulness of a proposed hip to gable roof alteration together with a flat roof rear dormer and pitched roof to existing dormer.

Location: 12 Hope Road, Crays Hill, Billericay, Essex. **Granted.**

Application No: 19/00155/OUT. Outline application for the construction of one bungalow and access at land between 1 Adelaide Villas and Lendsell.

Location: Adelaide Villas, 1 Gardiners Lane North, Crays Hill, Billericay, Essex. **Granted.**

Application No: 19/00183/OUT. Demolition of existing residential home and other buildings and replacement with a bungalow, parking, gardens and use of access via lane to Gardiners Lane North.

Location: Rose Cottage, Gardiners Lane North, Crays Hill, Billericay, Essex. **Refused.**

Basildon Borough Council Consultation:

Statement of Community Involvement: Draft Third Revision 2019 (2) available for comment and review between 1st August and 12th September.

Outside of remit timeframe.

The Parish Council to consider its additional comments to be forwarded to the Inspector regarding the Local Plan following a meeting with Planning earlier in the year.

Information is being compiled by Cllr. McPherson-Davis for the PC to review.

126/19 Crays Hill Caravan Park:

The situation regarding the falling tree and any other issues of concern in the area were considered. Cllr. Knight.

Meeting closed. 7.47 p.m.

Concern about the request for felling of the trees by the land owner to assist keep them safe in the caravan park.

Condemned notice – suggested to contact Basildon Borough Council – tree surgeon to review other trees/height of them.

Opened. 7.55 p.m.

127/19 Community Projects/Issues:

- (i) An initial application for funding of £1,000.00 towards the estimated costing of £1,500.00 installation and purchase of replacement Notice Board at corner of Church Road and Crays Hill has been applied for.

- (ii) Basildon Borough Council has repainted the bench at Crays Hill (Church Lane) opposite the notice board – thank you to them for this.

Resident asked if the notice board by Church Lane could be moved to opposite side the behind the bench with a pathway similar to the area of the notice board opposite Crays Hill Primary School. Unfortunately this is not possible due to the legislation requirements

- (iii) The information on Community of Health and Wellbeing joint session with Association of Basildon Local Councils was considered. The latest information is it should be a minimum of a four hour course.

- (iv) Remembrance Service Update:
Engagement with school – e-mail invitation sent, no response to date.

Church – Arrangements for the day and Order of Service. Clerk met with Fr. Martin of the Parish and draft order sent to councillors for review.

Cllr. Kirby will send a silhouette photograph of the soldiers to the Clerk to add to the front of the Order of Service.

Police arrangements – risk. Clerk contacted Police to advise of the Remembrance Service and invite representatives.

The Shepherd and Dog Public House – refreshments/parking.
Confirmed availability for the date and payment to be received.

Invitations sent to Standard Bearers and veterans support – confirmed attendance.
Two wreaths and request of loan of the Standard from Royal British Legion – confirmed and request to be collected, signed for and then returned after the service.
Cllr. McPherson-Davis confirmed to collect wreaths and the Standard.

Company for medical emergency – availability and cost – level 6 with insurance and risk assessment, sufficient persons for expected number of attendees to event – appointed at a reduced cost of £50.00 plus VAT by the Clerk due to time constrictions – Parish Council advised.

See decision in the Finance Report 124/19.

- (v) Consideration of EALC May 2019 Legal Update:
 - (a) Website update/legislation – accessibility, Essex County Council/e-mail address councillors – data protection. To date no further information received. Understood information to be available at EALC AGM 19th September, 2019.
 - (b) Safeguarding Clerk/RFO and identity theft consideration of a P.O. Box. Online with GDPR – safeguarding at an annual cost of £270.00 + VAT = £297.00 or to consider when required a councillor to provide address and/or via Basildon/Essex County Council. Notice board and website and correspondence letters for the Parish Council.

It was **agreed** for the Clerk/RFO not to have address on the notice board/website and for any correspondence required to be received via Borough/County Council.

- (vi) Storage – consideration of retrieval for review of destruction and storage returned (costings of returned storage split if agreed with Ramsden Bellhouse Parish Council). Defer to the October meeting for costings.

- (vii) Maintenance of shrubs and flower beds considered. Proposed by Cllr. Kirby and seconded by Cllr. Knight to put out for tender. Cllr. Kirby information received for an informed decision.

Proposed by Cllr. Kirby and seconded by Cllr. McPherson-Davis for bulbs to be purchased separately at maximum cost of £40.00 – **agreed**.

128/19 Code of Conduct – from Basildon Borough Council/Harvey v Ledbury Town Council – Local Government Ethical Standards Review:

Consideration of Code of Conduct - comments on Local Government Ethical Standards – Review by the Committee to Basildon Borough Council. Defer to October meeting – **agreed**.

129/19 Essex Highways – Annual Plan 2019/20:

No comments raised on the Annual Plan. Pathways – weeds to be cleared from the kerbs on the roads – noted by Essex County Councillor T. Ball.

130/19 Financial Regulations:

As in 124/19 (iv) above – defer.

131/19 Clerk Report:

Ongoing reports received from Clerk on information within the agenda.

EALC AGM at Great Dunmow on Thursday 19th September, 2019. Cllr. McPherson-Davis and Clerk/RFO attending.

132/19 Risk Assessment:

Following recent First Aid attendance update by the Clerk to review:

- (i) Consideration of purchase of First Aid Box – meetings, events – replenished for Parish Council business. Approximately £20.00 purchase online. Proposed by Cllr. McPherson-Davis – seconded by Cllr. Kirby – **agreed**.
- (ii) Defibrillator – risk assessment.
Retention of original documents and monthly/weekly review of completed forms provided to the Parish Council. Clerk advised retention of original documents – warranty etc. to be received after the meeting. Cllr. Kirby **agreed** to review maintenance and keep record with hard copies for the Parish Council retention. Thank you to Cllr. Kirby.

133/19 Car Park at Ramsden Crays Recreation Ground:

Enquiry from resident to assist regarding the overflow of rubbish in the car park area of the park from Basildon. Clerk to continue with the enquiry.

134/19 The Pensions Regulator:

Information received from HMRC – updated Officer contacted on line.

- (i) Re-enrolment date between 1st July and 31st December, 2019.
- (ii) Confirmation of employee to enroll – Parish Clerk/write to employee – October meeting.
- (iii) Redecoration – the Parish Council to subsequently write to confirm how met legal duties as in (i) and (ii) above.

135/19 Dale Farm:

The recent information received regarding this area was noted.

136/19 Information/Correspondence/External Meeting Reports from Parish Councillors:

None.

137/19 Public Question Time:

Enquiry from residents to the Parish Council regarding the delay in the garage building in Crays Hill.

Oak tree past Corner Road towards Wickford overgrown in gardens, near power lines etc.
Parish Council suggested resident contact electricity board with safety concerns.

Dog Bin consideration Clerk enquire via Borough Councillors for bin at the corner of High View Rise and A129.

138/19 Date of Next Meeting:

The next meeting of the Parish Council scheduled for 14th October, 2019 to be in the Shepherd and Dog Public House.

Meeting ended at 8.45 p.m.

Signed
Chairman

Dated

DRAFT