



Minutes of the Assembly Meeting of the Ramsey & Parkeston Parish Council followed by a meeting of the Council held in Hamilton House, Station Road, Parkeston on Thursday 17<sup>th</sup> April 2014 at 6.30 p.m.

**Present:** Cllrs Elmer (Chair), L Donn, M Donn, Howe, Ramsay, Singh, Smith, Stertz

**Also Present:** 3 members of public, Mr Rob Passmore  
April Dale, TDC Recycling  
Mr Brian Goodwin, Village Agents

**To accept apologies for absence:** Cllrs Colbourne, Ferguson

## Assembly

The Chairman welcomed all to the Assembly and introduced the guest speakers:

- 1. April Dale, TDC Recycling Officer,** gave a presentation on the recently introduced Tendring District Council recycling scheme reporting and responding to questions:
  - The scheme is promoted through advertising, road shows, promotional materials and radio advertising at Dream 100.
  - Direct contact with residents has proved positive and allows assisted collections being arranged where necessary.
  - Currently non-participating residents are being targeted together with school visits to educate pupils on the environment and encourage them to take the message home.
  - No problems have been highlighted in the area with participation stabilising well.
  - Food is the lowest recycled matter.
  - Glass collection is unavailable at present due to lack of suitable vehicles with no available funding at present.
  - Sites for recycling centres will be considered on merit. Current sites are under contract with A1 Salvage who have one vehicle only; although a regular programme is in place for collections, any problems should be reported directly to April Dale.
  - A report of the collection of both plastics and food being combined in the vehicle is to be investigated.
  - Any problems of litter left from the recycling crew should be reported directly to TDC.

The Chairman thanked Ms Dale for her time in giving clear details and answers.

- 2. Mr Brian Goodwin, Village Agents** explained that the scheme is aimed at over 50s to ensure they are aware of the services available and assisted in using the services to the full. The scheme started in 2009 and with funding now secured for 5 years, the service is being rolled out over the district.
  - To date 4,250 people have been helped with approximately 32% being over 80 years old.
  - Focus is being made on health and social care for over 65 year olds which in turn assists ECC Social Services.
  - Volunteers are being sourced to work with individuals to develop low level skills and interact with the Agency.
  - Support can also include some maintenance/gardening using volunteers if available before going out to commercial contractors; each case closely assessed.
  - Any person can be put forward for assistance only with their full agreement of being proposed for any service.
  - 12 agents are established in mid-Essex, a recruitment drive is now in place for an additional 24 agents to cover the whole of Essex; 4 will be covering Tendring and once established will be encouraged to link with the parish/town councils.

The Chairman thank Mr Goodwin for his interesting explanation and invited him back to another meeting once the agents for Tendring are in place.



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### 3. Chairman's Report:

Cllr Elmer made the following report:

I. **Finances:** the end of year 2013/14 has proved a good budget being in place and the precept being of a suitable level. Looking forward the estimated opening balance as at 1<sup>st</sup> April 2014 following receipt of the first ½ of the precept and VAT return, will be in the region of £40k.

#### II. Parkeston:

- Following a successful public meeting held on 5<sup>th</sup> April, a new committee has been formed to carry forward the work on the Welfare Park.
- Untidy Sites: pressure is being put onto all agents to clear up the sites that are sited in the village.
- Village clear up: litter pick with a team of volunteers is planned for 26<sup>th</sup> April.
- Ownership/responsibility of maintenance of the area of Station Road is being investigated with Essex County Council and Harwich International Port.
- Parkeston Cemetery: improvements to the chapel have enhanced the area and continues with consideration of additional windows being upgraded with mock stained glass windows

#### III. Ramsey:

- Improvements have been made with Road signs replaced/upgraded
- Planning applications have been high over the year, including an outline proposal for the former Ramsey school site.
- Overgrowth of hedges and vegetation over the roads is being addressed
- Ramsey War Memorial Hall has had a very successful year through the hard work of the Management Committee and volunteers and the Chairman asked for his thanks to be passed to all involved.
- The RWMH committee continues with a bid to upgrade the play area in the playing field and proposed new hall.

The Chairman thanked all Councillors and the Clerk for their support during the year moving things forward by being pro-active.

The Chairman closed the meeting at 7.40 p.m.

All were invited to join in refreshments, kindly arranged by Cllr L Donn, during the break.



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4. **To accept apologies for absence:** Cllrs Colbourne, Ferguson
5. **To Co-Opt Mr R Passmore as Parish Council, Parkeston Ward:** Mr Passmore signed his declaration of Office and joined the meeting as Cllr Passmore, Parkeston Ward.
6. **To receive a report from Essex Police: information only**  
The report received for March 2014 was circulated and discussed: stats for the month showed 60 incidents and 11 crimes recorded against 67 incidents and 10 crimes for the same period of the previous year.
7. **Members Declaration of Interest in items on the agenda: Members joining the meeting part way through should wait for the next agenda item before joining any discussion/debate and declare any interest on any of the remaining agenda items.**
8. **To receive a report from Essex County Councillor Andrew Erskine:**
  - a) Community initiative fund is now open for applications; match funding is favoured in any application; any interest can be submitted via the website.
  - b) Highways: the next meeting of the Highways Panel is scheduled end of May; Cllr Erskine offered to take requests forward and will follow up any open matters for RPPC in order to report on any movements at the next meeting of the RPPC.
  - c) Cllr Elmer asked for details on savings made on the low demand for gritting roads this winter and if the funding could be used elsewhere.

**Action: ECC Erskine**
9. **To receive a report from TDC Councillor Tony Colbourne:**  
Cllr Ramsay made a report on behalf of Cllr Colbourne that has relevance to the wards of Ramsey and Parkeston:
  - Vouchers for leisure provided FOC for residents of Tendring have been used to a high volume.
  - Tour de Tendring: numbers of participants for this year has increased on previous years.
10. **To hear questions from members of the public: 15 minutes allowed.**  
Concerns of public transport being withdrawn from the current bus contractors was discussed; full details are to be requested from the contractors.

**Action: Clerk/Cllr Smith**
11. **To confirm the minutes of the RPPC meeting held on 20<sup>th</sup> March 2014**  
With the amendment of the date shown on the agenda being 23<sup>rd</sup> March to 20<sup>th</sup> March; Cllr M Donn proposed and Cllr Howe seconded a motion that the minutes to be signed as a true record with the motion carried. The Chairman then signed the minutes as a true record.
12. **To receive any announcement by the Chairman:**
  - a) **Forward Plan:** a request for proposed projects from all Councillors to be brought forward for consideration and planning.
  - b) **Newsletter:** Cllr Stertz and her daughter were given special thanks for their efforts in delivering the newsletters to ensure Parkeston residents were in receipt of the newsletter in time for the public meeting arranged 5<sup>th</sup> April in relation to the Welfare Park.
  - c) **Councillors Annual Attendance:** a copy of attendance previously circulated shows high attendance overall.
13. **To hear a report on actions taken by the clerk and members as agreed at the last meeting:**  
Nothing not covered elsewhere

**14. To consider any Planning issues received to the meeting date:**

**Application No:** 14/003/OUT

**Proposal:** Change of use of former school buildings to 2 n. dwellings together with 5 no. new dwellings to remaining site area

**Location:** Former Primary School, Wix Road, Ramsey

All were reminded that a public meeting is to be held in relation to this application in the Ramsey War Memorial Hall on Wednesday 23<sup>rd</sup> April at 7.00 p.m.

The view of the Councillors present to take forward to the meeting for consideration:

- Recognition was noted of the proposal now being within the boundary of the Settlement Development Boundary, the main objection on the previous proposal.
- A request for a condition to be made on any approval to ensure that all construction traffic during the development is strictly prohibited in going through the village of Ramsey, with egress/access to be via Wash Corner.

Proposed by Cllr M Donn, seconded by Cllr L Donn with all in favour.

**15. To receive a report regarding the Parkeston Cemetery:**

- Inspection of the chapel has given no concerns of water seeping into the building; an additional water butt will be purchased to assist in taking excess water away and provide water for visitors attending graves.

**Action: Cllrs Elmer/M Donn**

- Chapel stonework has some need of maintenance.

- 2 further trees have been identified as hazardous, one being inside the hedge on the boundary of the chapel urgently in need of addressing by the contractors with the proposal of removing the hedge to open up the area around the chapel.

**Action: Cllr Elmer/M Donn**

- Chapel windows: costs to upgrade the 2 small windows in the chapel with mock stained glass is to be sourced; agreement of keeping the top 'blocks' as clear to allow light inside the chapel was agreed.

**Action: Cllr M Donn**

- War Graves at the entrance of the cemetery are in need of attention, possible maintenance.
- Neglected pathways within the cemetery are to be reinstated with chippings to protect the land
- Planting of laurel hedge is established at either end with the middle coming on at a slower rate
- Willow tree donated by Cllr Singh is well established, complimenting the area
- Lidl's' boundary fence will need pruning during next season
- General tidy up of chapel store in moving the salt will give easier access to the area
- Upgrading the chapel as a major project is to be reconsidered as an ongoing project.

**16. To receive a report regarding the Ramsey War Memorial Hall/Playing Field:**

Cllr L Donn reported;

- Martyn Donn stood down as Chairman at the Annual Meeting 07/04, with Rob Passmore being voted into the role; David Smith has been voted as Treasurer and Vice Chairman
- Playing Field: fresh quotes are needed to be submitted for Big Society funding to move forward with the bid for funding for the upgrade of play equipment.

**17. To receive a report regarding the Welfare Park:** the public meeting hosted by RPPC 05/04 was well supported with a new committee formed, working closely with the RPPC; CCTV is being considered to be purchased from the funds, circa £17k, once suitable siting and legislation sourced. Representation from the new committee will report to the RPPC at each meeting.



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**18. To receive a report regarding the RPPC newsletter:**

The next circulation will be in line with that of the RWMH newsletter to assist in circulation. Topics for the next edition were requested to be brought forward.

**Action: ALL**

**19. To receive a report regarding Parkeston Neighbourhood Watch:** No further information

Cllr Stertz has been in touch with the Oakley scheme to gain advice.

**20. To receive a report from the Transport Representatives:**

a) Ramsey:

- Wix Road potholes have been marked; Highways procedures suggest this should be completed within 28 days of marking and will be monitored.
- Mayes Lane is due for temporary closure for a short period of time
- Signage and gates entering the village; ongoing with 30mph signage to be put installed at Wrabness and Wix Road.

b) Parkeston:

- Potholes for the whole area have been reported: Foster Road and Station Road have been marked; all progress is to be closely monitored.

**21. To receive reports from Councillors attending other meetings:**

- a) Ramsey Footpaths: Cllr Singh reported on the site meeting with ECC PROW Officer, Sarah Potter; issues raised of ponies escaping onto footpaths has been addressed with the landowner who will reinforce the gate. The complaint of barbed wire along the boundary of footpaths was clarified as being acceptable as long as the wire is attached on the inside edge of the posts.  
Essex County Council is responsible for maintaining the natural vegetation along the surface of a PROW and confirmation was made of footpaths 19 & 21 are included on the annual cutting programme.  
The option to join the volunteer programme (Parish Path Partnership) is to be considered.
- b) Two Village Primary School: Cllr Howe reported that the school has now acknowledged her role as RPPC representative.
- c) TDLAC: Cllr M Donn reported on his attendance at the meeting with common issues on the agenda; main concern discussed was the TDC Local Plan that has been rejected at government level with the demand of additional housing (approx 800) within Tendring to be sourced within their amended proposed plan.

**22. To receive any correspondence for action/information not covered elsewhere:** None

**23. Councillors report and items for future agendas: each Councillor is requested to use this opportunity to report on minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making unless otherwise agreed by the Chairman.**

- a) Street Lighting – P Singh Ramsey



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**24. To agree accounts for payment:**

RWMH (Training Cllr G Elmer)	60.00	Finger Print (Newsletter x 1000 copies)	150.00
E-On	80.83	A&J Lighting	55.80
Landscape Services	708.00 306.00	L Keating (to purchase laptop under budget allowance)	500.00
Acumen Wages Sers	22.20	EALC/NALC Affiliation	448.00
EALC – Publication	54.99	Little Skips (Parkeston Clean up)	100.00
L Keating – Clerks Salary	762.67		

- a) Annual Governance statement 2013/14 and the Accounting statements 2013/14 were agreed and signed by the Responsible Officer/Clerk and Chairman in line with the External Audit; the Internal Audit has been arranged for 23<sup>rd</sup> June with an extension of time to submit documentation to the External Auditor agreed to be received by 30<sup>th</sup> June 2014.

**25. To confirm that:**

- the Annual meeting of the Ramsey & Parkeston Parish Council will be held on Thursday 1<sup>st</sup> May 2014 in Hamilton House, Parkeston at 6.30 p.m.
- the following meeting of the Ramsey & Parkeston Parish Council will be held on Thursday 15<sup>th</sup> May 2014 in Hamilton House at 7.00 p.m.

**The meeting closed at 2125hrs**