



Minutes of a Meeting of the Ramsey & Parkeston Parish Council held in Hamilton House, Station Road, Parkeston on Thursday 20th June 2013 at 7.00 p.m.

Present: Cllrs Colbourne, M Donn, Elmer, Ramsey, Singh, Smith, Stertz
Also Present: Mrs L Keating (Clerk), Mrs Suzanne Howe, PCSO Grayburn

1. **To accept apologies for absence:** Cllr Prior, Ferguson, L Donn, ECC Cllr Erskine
2. **To receive signatures of acceptance for the office of Chairman and Vice Chairman**
Cllr Elmer signed the acceptance of Office of Chairman and Cllr M Donn signed the acceptance of Office of Vice Chairman for the new municipal year 2013/14.
3. **The co-option of Councillor (Ramsey Ward)**
The application received from Mrs Suzanne Howe to be co-opted as Councillor (Ramsey Ward) was accepted, proposed by Cllr Colbourne, seconded by Cllr Smith with all in favour. Councillor Howe signed a declaration of office as Councillor – Ramsey Ward.
4. **To receive a report from Essex Police: information only**
The report for May circulated showed an increase of incidents; 70 against 61 for the same period of the previous year.
PCSO Grayburn explained that recourses are tight and every effort is to be seen on foot although the area that needs to be covered includes Harwich, the Oakleys, Ramsey and Parkeston. RPPC are to consider part funding additional PCSOs, the invitation to hold a Neighbourhood Network meeting to discuss policing has been slow in receiving responses, a further invite is to be sent. In the meantime funding sources are to be requested through ECC Cllr Erskine and Bernard Jenkin MP.
Action: Clerk
5. **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.**
6. **To introduce Essex Councillor Andrew Erskine (Ramsey & Parkeston) – apologies email circulated:** an email from Cllr Erskine was circulated; due to a clash of RPPC meetings with his obligations to the Tendring Locality Board and Tendring Local Highways Panel he is unable to attend the RPPC meetings. The email included a report on issues relating to RPPC (copy email attached). A monthly report from Cllr Erskine in his absence at RPPC meetings is to be requested.
Action: Clerk
7. **To receive a report from TDC Councillor Tony Colbourne**
Cllr Colbourne reported on the following:
 - a) Noya planning application, Ramsey: no objections were raised at the meeting he attended.
 - b) Planting of 100,000 plants is to be carried out in Harwich and Clacton
 - c) Captain Fryatt PH, Parkeston is in the process of being re-furbished
 - d) Una Road, planning application – no further information has been received
 - e) Cllr Colbourne attended the meeting at Petrochem Carless with Cllr Smith
8. **To hear questions from members of the public: 15 minutes allowed.** None Present
9. **To confirm the minutes of the Annual Meeting of the RPPC held on 1st May 2013**
With the amendment to show Cllr Smith as attending and Cllr Stertz as representative at Petrochem Carless meetings, Cllr Ramsay proposed and Cllr M Donn 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.
10. **To confirm outstanding representatives:**
 - a) **Two Village School:** Cllr Howe was proposed by Cllr Singh, seconded by Cllr Smith with all in favour, a letter to the school head is to be sent.
Action: Clerk
 - b) **TDC Tourist Information Committee:** Cllr M Donn was proposed by Cllr Smith, seconded by Cllr Colbourne with all in favour. Details to be sought from TDC Cllr Alan Goggin.
Action: Clerk



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11. To receive any announcement by the Chairman

Cllr Elmer reported:

- a) **Station Road:** confirmation has been received that the trees are going to be cut back: Cllr Ramsay has requested a full cut along Station Road and will monitor progress.

Action: Cllr Ramsay

- b) **Parkeston Village Sign:** the sign is in the process of being refurbished for re-siting. The proposal to position the sign entering the Port Road, Parkeston boundary by the Dock River (corner of the Jubilee Park) was agreed with permission to be sought from TDC.

Action: Clerk

12. To hear a report on actions taken by the clerk and members as agreed at the last meeting

- a) **S106 Application Process:** TDC have not responded to date a further request is to be made to confirm what funds are available for Ramsey & Parkeston wards.

Action: Clerk

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

- a) **Application No:** 13/00613/FUL

Proposal: Proposed roof conversion to create 3 bedroom and 2 bathrooms

Location: Ashridge, Church Hill, Ramsey

The view of the RPPC: no objection as proposed by cllr Ramsay, seconded by Cllr M Donn with all in favour.

Decisions Received:

- a) **Planning Application:** 13/00442/FUL:

Location: Llamedos, Ramsey Road, Dovercourt

Proposal: Proposed new garage and link extension, proposed rear extension and additional accommodation within roof space following demolition of existing garage:

Decision: Approval - Full

14. To receive a report regarding the Parkeston Cemetery: Cllr Elmer/Cllr M Donn

Cllr M Donn and Cllr Singh reported:

- Monitor of grass cutting as it appears not as tabled in the contract together with the laurels being overgrown with weeds.

Action: Clerk

- Evidence of an opening being used as a thoroughfare from the Hangings through the cemetery has raised concerns. A decision to secure the area and/or contact TDC for security to be raised from the Hangings side will be made following a site visit.

Action: Cllrs Elmer, M Donn and Singh

- The Council's machinery is now secure in the main chapel
- Memorial benches removed for safe keeping from Parkeston House are sited at the chapel and will be replaced following building works completed at Parkeston House.
- Chapel Lodge inspection to be carried out during July

Action: Cllrs Elmer, M Donn and Singh

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

Cllr Smith and Cllr Howe reported:

- Coffee catch up was well attended with the next one scheduled 12th July
- Pamper chef evening although not well attended was a good event
- A decision has been made to install a false ceiling to assist in heating; the RWMH have full funding available in their reserves
- Bingo evening, a complaint regarding children being present has been addressed and the evening will be resuming following legislation
- The annual audit was carried out successfully on 7th June Audit and the figures have been lodged with the Charity Commission with a positive response
- Play area: a complaint received on the condition of the matting is being addressed: a quotation for maintenance was received at almost £2k; the committee is looking for an alternative, cheaper option
- The question of irregular patterns of grass cutting will be put to the contractor

Action: Clerk



16. To receive a report regarding the Welfare Park: Nothing to report

17. To receive a report from the Transport Representatives

a) Ramsey:

- Orchard Close: Cllr Ramsay reported that the verge only has been cut by Essex Highways, although is not on their cutting schedule: further contact will be made with the aim to gain funding for RPPC to take back the responsibility for cutting under the landscaping contact [previous year total cost to council was £783]
- Ramsey Village 20mph: concerns of the proposed positions for signs is to be discussed with ECC Highways

Action: Cllr Ramsay

b) Parkeston:

- Cllr Stertz raised concerns of bin bags being put out early: Letter to highlight collection days and fixed penalty of £75 has been requested to be sent from TDC. Contact has been made with Tim Clarke (Environment)

Action: Clerk

Cllr Elmer has contacted TDC, Jonathan Hamlett regarding the issue of weeds and the concerns of lack of work carried out by the sweeper team and will continue to monitor the situation

- New street nameplate signs throughout Parkeston are in hand
- A request for a copy of the contract held with Veolia has been made to TDC

18. To receive reports from Councillors attending other meetings:

- a) Crime Prevention Panel:** Cllr Singh attended 30/05, the meeting was to reform the group and to discuss the way forward: the next meeting is scheduled 27/07 @ 6.45pm in the Guildhall Church Street Harwich
- b) Neighbourhood watch:** A meeting held with the Tending co-ordinator to set up a watch in Parkeston resulted in Cllr Stertz taking the role of co-ordinator and is in the process of forming a committee and will become a regular agenda item at RPPC meetings.
- c) Petrochem Carless:** Cllr Smith attended the meeting held 16/05: the company is now owned by HIG Capital, merging with a competitor; existing sites will remain with no job losses proposed. A complaint received of a bad odour in Parkeston was investigated, believed to be from a bonfire in Una Road. Concerns of security following attempted break ins from the boundary in the woods was brought forward for discussion.
- d) TDALC:** Cllr M Donn attended the meeting and reported on the new energy source being proposed for areas in erecting solar farms in addition to wind turbines; nothing in the local area has been proposed to date.

19. To receive any correspondence for action/information not covered elsewhere:

- A letter of thanks has been received from Mr John Coughlin (ex Councillor) for the donation made by the RPPC of £25 to Redwings Horse Sanctuary in memory of his late wife.
- A positive response from Bernard Jenkin MP requesting support in securing funding for BEST has been received by the Chairman.
- Crusaders: request for donation £300 to cover costs of autumn meetings was brought forward by the Chairman for a decision: Cllr Smith proposed a donation of £300 to be made, seconded by Cllr Colbourne with all in favour
- High Speed Broadband: Cllr Singh reported that the BT website states that the local area is not included in their plans to bring in High Speed Broadband: Cllr Colbourne reported that TDC have stated that the full area is to be included.



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20. 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) Citizens Advice Bureau request for funding
 - b) High Speed Broadband
21. To agree accounts for payment. : The Clerk reported on the Internal Audit undertaken by Ken Abraham 07/06: all was found in order with the End of Year Accounts to 31st March 2013 being submitted to the Audit Commission within deadlines.

L Keating /Clerks Salary	894.69	K Abraham (Internal Audit)	190.00
Accent Stationers	38.39	BT	140.81
E-On	159.06	A&J Lighting	50.74
Acumen Wages Sers	22.20	Landscape Services	306.00
W G Elmer (Chairman's Phone Allowance)	69.00	Crusaders (Donation)	300.00

22. To confirm that the next meeting of the Ramsey & Parkeston Parish Council will be held on Thursday **25th July 2013** in Hamilton House, Parkeston at 7.00 p.m.

The Chairman closed the meeting at 9.10 p.m.