

Present: Cllrs Elmer (Chair), Davidson, Donn, Howe, Passmore, Ramsay, Singh, Smith,

Clerk: Lin Keating

Also Present: Mr S Collis, 1 member of the public

1. **To accept apologies for absence: Cllrs Ferguson, Singh, Stertz, ECC Cllr Erskine**
 2. **To Co-Opt Mr S Collis as Parish Councillor Parkeston Ward: Mr Collis accepted the position as Councillor for Parkeston Ward and signed his declaration of Office after which he joined the meeting.**
 3. **To receive a report from Essex Police: information only**

The report received for April 2014 was circulated and discussed; statistics for the month showed 63 incidents and 15 crimes were recorded against 78 incidents and 11 crimes for the same period of the previous year.

Crimes recorded during April 2015 consisted of:

 - Burglary Dwelling: Wrabness Road and Mayes Lane
 - Burglary Non Dwelling: Edward Street, Garland Road, Una Street and stables in Ramsey.
 - Criminal Damage: Car wing mirror, Parkeston Road and Fence in Ramsey
 - Assault: Harwich Port x 2 and Clayton Road
 - Harassment: x 2 in Ramsey
 - Fraud: Ramsey
 4. **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.**
 5. **To receive a report from Essex County Councillor Andrew Erskine:** Nothing received
 6. **To receive a report from TDC Councillor Tanya Ferguson:** The Chairman gave the following report received from Cllr Ferguson.

As Tendring District Councillor, Cllr Ferguson has accepted the Vice Chairmanship of the Service Development and Delivery Committee; one of the four Scrutiny Committees established by TDC to specifically focus on Housing Services, Technical Services, Leisure Services, Benefits and Revenues, Environment, Development Control and Building Control.

Cllr Ferguson asked for her RPPC role for Transportation, Parkeston to be taken from her by Cllr Collis, who accepted the role, proposed by Cllr Donn, seconded by Cllr Ramsay with all in favour.
 7. **To confirm the minutes of the RPPC meeting held on 15th April 2015:** Cllr Smith 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.
 8. **To confirm the minutes of the Annual Meeting of the RPPC held on 21st May 2015:** with the amendment made as requested by Cllr Donn in relation to item 7. to show that Cllr Smith and Cllr Donn voted against the proposed schedule 2 of mixed days; Cllr Howe proposed and Cllr Davidson 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.
 9. **To confirm the variations to the RPPC Standing Orders, S1,(j) and S29:** Cllr Smith proposed and Cllr Davidson seconded a motion that the variations to be adopted by the RPPC with the motion carried. The Chairman then signed the revised document that will be circulated to all members at the next meeting of the RPPC.
- Action: Clerk**
10. **To receive any announcement by the Chairman**
 - Clerk to attend CiLCA training; starting on 16th September 2015 for a period of 7 monthly sessions the training is to achieve the Certificate in Local Administration (CiLCA) with the aim to achieve Quality Status for the RPPC. Cllr Donn proposed that the Clerk should attend, seconded by Cllr Collis with all in favour.
 - Councillor Training Day 1: delivered by EALC on 22nd July, Cllrs Collis, Passmore and Ramsay showed an interest in attending, proposed by Cllr Howe, seconded by Cllr Donn, with all in favour, 3 places are to be confirmed.

Action: Clerk

- RPPC Councillors Business Cards; the option to have 250 cards per Councillor and Clerk was agreed at a cost of £288.00 (£24 per name) proposed by Cllr Smith, seconded by Cllr Davidson with all in favour.

Action: Clerk

- RPPC Newsletter: the Clerk presented a draft newsletter for circulation to each property within Ramsey and Parkeston, highlighting the results of the May Election and contact details of the newly elected RPPC Councillors and the TDC and ECC Councillors; proposed by Cllr Elmer, seconded by Cllr Smith with all in favour a print run is to be ordered.

Action: Clerk

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

nothing not covered elsewhere.

12. To consider any Planning issues and receive any decisions submitted to the meeting date:

- a) Application No: 15/00701/FUL
Address: Noyna, The Street, Ramsey
Proposal: Demolition of existing bungalow and attached garages. Erection of two detached dwellings with parking spaces and new vehicular accesses (variation to previously approved application 13/01249/FUL)

The view of the RPPC is no objection, proposed by Cllr Elmer, seconded by Cllr Ramsay with all in favour.

- b) Ashridge, Church Hill, Ramsey: the Chairman introduced the owner of the property in attendance offering him to deliver his case to the members following a proposal by Cllr Ramsay that item 14 of the agenda be brought forward to allow a full discussion to take place, seconded by Cllr Elmer with all in favour: Mr De Roy summarised his plan to develop the land that had been refused at the recent TDC planning meeting held on 02 June, Planning application No: 15/00574/FUL, recently considered by the RPPC with no objection submitted to TDC. The applicant requested support from the RPPC in his appeal to the refusal of the planning application in recommending the proposed development; all present were in agreement.

13. To consider use of Social Media: a discussion of using Facebook to promote the profile of the RPPC was agreed to be further investigated, noting that a relevant policy will need to be put in place.

Action: Clerk/Cllr Howe

14. To allow public participation: 15 minutes allowed: covered in item 12. b)

15. To receive any report from Members on Community Activities as submitted to the clerk by email within 3 days of the meeting date: The Chairman explained the new agenda item is to allow activities to be noted at future meetings and as an additional avenue to promote events or projects carried out within the community.

Cllr Howe raised the ongoing issue of a dog/general waste bin required to be sited at the entrance of the Essex Way footpath, costed at £50.

Cllr Elmer proposed for the bin to be purchased, seconded by Cllr Howe with all in favour.

Action: Cllr Howe

16. To receive a report regarding the Parkeston Cemetery:

- a) Water Leak: the ongoing issue of the leak, was discussed at length and the issue recognised as in need of urgent action: 3 quotes are to be sourced and a request to be made for the meter to be moved as near as possible to the cemetery boundary. The Clerk confirmed that no waste water notice has been received to date and the pipework is not covered by the RPPC's insurance.

Action: Cllr Passmore/Clerk

- b) Dog: following a report received from the tenant of the lodge of a dog accessing the garden through the hedge and attacking one of their pets has been investigated by Cllr Donn; a quote to remove some of the hedge back to supply 24mtrs of 2.4m high green mesh and to replace the 2 gates with metal has been sourced from CW Fencing circa £2087.00. Cllr Davidson proposed as an option to recycle the fencing of the same design that is being taken down from the Welfare Park; seconded by Cllr Passmore with all in favour.

Action: Cllr Davidson

- c) Crown Lift Trees: quote sourced for trees to be crown lifted on the northern (Lidl's) boundary £280; a site visit is to be arranged.

Action: Cllr Elmer

17. To receive a report regarding the Community Pay Back Team: Cllr Passmore reported the team are currently working in the Welfare Park and the Harwich & Parkeston Football Club.

18. To receive a report regarding Spring Meadows CP School and the Two Village School:

Spring Meadows: Cllr Smith reported on attending a meeting with the Chair of Governors and Head Teacher to set the pay policy for the year and will be attending the new entrance meeting on 11/06. An end of term BBQ is being held on 17/07.

Two Village School: Cllr Howe reported on her attendance 22/05 to the Governors picnic with the children, Parent inductions and will be attending the School Sports day 18/06. The next Governors meeting is scheduled 01/07 with a Summer Fete being held 04/07.

19. To receive a report from the Transport Representatives:

a) **Ramsey:**

- **Flooding Wix Road:** ECC Cllr Erskine is assisting in addressing the ongoing issue with ECC Highways. It is reported that 3 new gulleys have been approved together with the associated pipework; Cllr Howe was under the impression that any works to be undertaken in clearing the ditches would be done so with consultation with the Parish Council.
- **Mayes Lane/Main Road Junction:** Cllr Passmore reported on a complaint received on the vegetation at this junction obstructing visibility for motorists that has now been cut by ECC Highways. The responsibility for additional cutting of the verge between Mayes Lane and the Horse Rangers site was discussed; a quote from Landscape Services for £80 was rejected due to the fact that is not the responsibility of the RPPC; further investigation is to be made to address the issue.

Action: Cllr Passmore

- **Ramsey Village Speed Limit:** Cllr Howe reported that ECC Cllr Erskine is taking the issue before the Local Highways Panel, date of next meeting not available.
- **Ramsey Bridge:** damage to the bridge caused by an HGV was discussed with further investigations as to if a survey is to be carried out are to be made.

b) **Parkeston:**

- **Village Sign:** Cllr Davidson is sourcing contractors for the installation of the sign together with the maintenance to the brickwork on the wall of the Parkeston House, to be to re-instate the Memorial Rose frame.
- **Makins Road/Adelaide Street Alleyway:** Cllr Elmer reported on a complaint received regarding the overgrown conifers on the boundary of a private residents that are now obstructing access for users of the pathway. A meeting is to be scheduled with Clive Dawson, TDC Tree Warden to visit the Parkeston Cemetery, his advice to be sought in relation to this issue.

Action: Cllr Elmer

20. To receive reports from Councillors attending other meetings:

- a) **Crime Prevention Panel:** Cllr Smith reported on a meeting he attended with Cllr Davidson in Parkeston. A current scheme 'Message in a bottle' that holds details for the elderly in an emergency in their home is being pushed out in the community; Cllr Howe asked for any residents identified to have additional needs to be passed onto her in her capacity as Village Agent where she would be able advise them of available assistance.
- b) **Petrochem Carless:** Cllr Smith reported on a meeting he attended of the liaison group on 14/05. The company will be changing its name as from 01/06 to Haltermann Carless to reflect its association with its German sister company; no change in the business is expected. Q1 targets have been met and future business looks healthy with addition business from Exxon gained. Plans to develop a wind farm on their land at Admiralty Hill and adjoining farmland are to be registered with TDC. A report of strange odour from the site was investigation by the National Grid with no concerns reported. Cllr Smith asked for a declaration of receipt of a gifted book titled 'Fuelling Success at Carless – The Harwich Refinery 50 years', value at £15.99 to be minuted.
- c) **TDLAC:** Cllr Passmore reported on a meeting he attended where he received an update of the new Local Plan schedule, following stages of consultation the final adoption of the new Local Plan is not expected until 2016, formally replacing the current 2007 Local Plan.
Issues of the A120 roadworks causing diversion of traffic through villages and concerns of the impact was debated.

21. To receive any correspondence for action/information not covered elsewhere: Cllr Elmer reported that a Goods Vehicle Operators application under the Traffic Commissioners Public Notice has been submitted for the Harwich Europa Way Lorry Park to accommodate 20 spaces; concerns raised by a resident has been addressed by explanation that this matter is not subject to TDC planning application procedures.

22. 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.

23. To agree accounts for payment and to receive the Internal Audit Report; in line with legislation the Chairman signed the RPPC 2015/16 Internal Control Report for submission to the External Auditors.

Landscape Services	972.00 306.00	Acumen Wages Service	36.00
L Keating Clerk's salary 16/4/15 to 4/6/15 Expenses	1292.76 128.24	RWMH – hall rental	30.00
Accent Stationers	230.42	E-on Electricity supply	78.23
A&J Lighting	55.80	EALC Publications	48.50

24. To confirm that the date of the next meeting of the Ramsey & Parkeston Parish Council to be held on Thursday 16th July 2015 at 7.15 p.m. in Hamilton House, Parkeston.

The Chairman closed the meeting at 10.00 p.m.