



Minutes of the a meeting of the Ramsey & Parkeston Parish Council held in Hamilton House,  
Foster Road, Parkeston on Thursday 16<sup>th</sup> July 2015 at 7.15 p.m.

**Present:** Cllrs Collis, Davidson, Donn, Elmer (Chair), Howe, Passmore, Smith Ferguson, Stertz

Cllr ECC Erskine

**Clerk:** Lin Keating

**Also Present:** 1 member of the public

1. **To accept apologies for absence: Cllrs Ramsay and Singh**
2. **To receive a report from Essex Police: information only:** Nothing received; the Clerk confirmed that dates of meetings have been submitted to PC Trevor Abrahams, Harwich, Essex Police
3. **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.** Cllrs Howe and Passmore asked for a non-pecuniary interest to be recorded in relation to item 13 of the agenda.
4. **To receive a report from Essex County Councillor Andrew Erskine:**
  - a) Wix Road Signage: confirmation of signage to be erected to alert drivers of the playground has been received.
  - b) Church Road/Mayes Lane Vegetation: TDC Rangers have been requested to cut the hedge of the highway at the junction.
  - c) Church Road – Grass Verge: complaints of the overgrowth have been received; ECC Highways are only duty bound to cut a metre width that has been carried out. Consideration of additional cutting will be given in the next precept; a request is to be made to Highways England on the amount payable should RPPC take over the full cutting of the verge.

**Action: Cllr Passmore**
  - d) Michaelstowe Hall: vegetation growing from their boundary through fencing onto the footpath is to be address with contact being made with the Manager.

**Action: Clerk**
  - e) Station Road, Parkeston - Road Surface: following a site visit Highways England have declared that the road surface does not meet the criteria for repair. Cllr Ferguson has also reported the potholes supported by photographs and encourages further reports to be submitted through ECC website and incident numbers generated by the website to be copied to Cllr Erskine. A request for signage to forewarn drivers of the area is to be made to Highways England.

**Action: Cllr Erskine**
  - f) Station Road, Parkeston – Vegetation: the responsibility to maintain the verge is believed to be that of the landowner and is to be addressed with them.

**Action: Cllr Ferguson**
  - g) Wix Road, Ramsey – Hedge Cutting: Cllr Donn reported that ECC Highways had cut the hedge in the past whilst carry out a survey of the drainage; due to lack of funds within ECC Highways budget it is no longer cut. In discussing options, TDC Rangers are to be requested to undertake the cutting when the bird nesting season has finished. Cllr Passmore asked for a non-pecuniary interest to be recorded in relation to the RWMH playing field benefiting from such.

**Action: Cllr Passmore**
  - h) Cllr Erskine confirmed that TDC Rangers will address the issue of weeds in pavements.
5. **To receive a report from TDC Councillor Tanya Ferguson:**
  - a) Collier Road – Rubbish: fencing around the open site was agreed to be the best option to prevent further fly tipping.
  - b) Surya Foods: Cllr Ferguson has held an initial meeting with Sarah Anderson-Head at Surya Foods who confirmed that the company does have an interest in the village and happy to remain in touch over any issues.
  - c) Clayton Road – Signage: signage in relation to dogs fouling the footpaths is in hand.
  - d) Clayton Road – Playground: contact with TDC is to be made in relation to the poor state of the area.

- 6. To confirm the minutes of the RPPC meeting held on 15<sup>th</sup> April 2015:** Following the amendments item 20a) – Cllr Donn attended the Crime Prevention meeting – changed from Cllr Davidson and, Cllr Howe in her capacity of Community Agent –changed from Village Agent; Cllr Smith proposed and Cllr Passmore 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.
- 7. To receive any announcement by the Chairman**
- a) RPPC Standing Orders: the revised copy was circulated to all those present.
  - b) Suffolk Coast & Heaths AONB: Scattered Orchard Project: funding is available for a project involving planning five traditionally grown fruit and nut trees of local origin with a request for publically accessible land within the RPPC to be proposed, planting will be done between October and March. Possible sites proposed by Cllr Passmore and seconded by Cllr Smith to be specifically along the bridle path, Ramsey. Cllr Davidson is to put in an application on behalf of the Welfare Park, along the riverbank.  
**Action: Clerk/Cllr Singh**
  - c) Business cards; 250 cards for each Councillor were handed out; Cllr Singh and Ramsay to receive theirs.
- 8. To hear a report on actions taken by the clerk and members as agreed at the last meeting:**
- a) **Item 13: Social Media;** consideration of use of social media supported by a policy to be put in place is ongoing.  
**Ongoing Action: Cllr Howe/Clerk**
  - b) **Item 15: Waste Bin Essex Way footpath:** the installation of a bin is in hand with Cllr Howe
  - c) **Item 19 a): Wix Road Flooding:** No further report has been received on the 3 new gulleys have been approved together with the associated pipework.
  - d) **Item 19 b): Parkeston Village Sign:** estimates received to erect the sign circa £700 have been rejected; options of using volunteers is to be investigated.  
**Action: Cllr Davidon**
- 9. To consider any Planning issues and receive any decisions submitted to the meeting date:**
- a) **Application No: 15/01054/FUL**  
**Proposal:** Demolition of conservatory and erection of replacement sun room  
**Location:** Primrose Hall Primrose Lane Ramey  
The view of the RPPC is no objection proposed by Cllr Passmore, seconded by Cllr Howe with all in favour.
  - b) **Application No: 15/00964/OUT**  
**Proposal:** Erection of seventy-one dwellings and associated garages  
**Location:** Land Adj Two Villages School Mayes Lane Ramsey  
A public meeting has been arranged for Tuesday 21<sup>st</sup> July @ 7pm in the RWMH to allow consultation with residents prior to any view of the RPPC being submitted.
  - c) **Planning Decisions received:**  
  
**Application No: 15/00538/FUL** – Proposed detached bungalow and garage, Millfield The Street Ramsey  
**Approval Full** – Delegated Decision  
  
**Application No: 15/00732/FUL** - Demolition of existing barn and erection of milking station building, Land West of Hill Road and East of Craigend Hill Road The Maltings Ramsey  
**Approval Full** – Delegated Decision  
  
**Application No: 15/00731/FUL** – Demolition of existing barn and erection of grainstore building, Land East of Craigend Hill Farm and West of Hill Road The Maltings Ramsey  
**Approval Full** – Delegated Decision
  - d) **Parkeston House:** Confirmation has been received that the property was sold at auction 15/07 for £377k.

- e) **TDC Planning Training:** an invitation for 2 Councillors to attend planning training for Town and Parish Councillors, delivered by TDC was accepted by Cllrs Collis and Ferguson; preferred date Monday 14<sup>th</sup> September 6-8 p.m. Confirmation to be submitted to TDC.

**Action: Clerk**

**10. To allow public participation: 15 minutes allowed: Cllr Erskine** addressed the question from the member of public in relation to the road surface of Station Road, Parkeston as set out in item 4 e).

**11. To receive any report from Members on Community Activities as submitted to the clerk by email within 3 days of the meeting date:**

- a) **RPPC Equipment Loan:** a request for the loan of equipment to the Welfare Park has been authorised; to support the RPPC asset register records Cllr Davidson signed an agreement on behalf of the Welfare Park in relation to the loan of:

- Petrol mulching mower
- Hedge Cutter
- Petrol Strimmer

**12. To discuss proposals of forming sub-committees:**

- a) **Finance Committee – Councillor Donn:** the general consensus is that in holding monthly council meetings and a separate budget meeting there is no benefit from a separate Finance Committee being set up; the clerk will report on the live finances at each meeting.

**Action: Clerk**

- b) **Planning Committee – Councillor Elmer:** following a lengthy discussion it was agreed that all planning applications received will be sent on by email to all Councillors to allow any comment to be submitted for consideration. Dependent on the nature of the application it was agreed for a sub-committee to submit comments on behalf of the RPPC.

The sub-committee will consist of The Chairman and/or Vice Chairman, Councillor Ferguson for applications in the Parkeston Ward and Councillor Collis for applications in the Ramsey Ward with the invite for any councillor to be present; proposed by Cllr Donn, seconded by Cllr Passmore with all in favour. The RPPC Standing Orders are to be revised to reflect the decision.

**Action: Clerk**

**13. To discuss Community Assets as proposed:**

- a) Ramsey War Memorial Hall, Ramsey – Councillor Smith  
The Chairman invited Cllr Howe to speak on behalf of the RWMH: the committee are proposing to move the War Memorial to a central part of the village and are working on a large project to build a new hall to bring offer better facilities to the village. Ownership of the current hall lays in trust to benefit the village of Ramsey and is registered as such with the Charities Commission. Any potential sale would be made through consultation with the villagers of Ramsey at any such time.  
Cllr Smith proposed that the RPPC registered the building as a community asset to protect the building's future, seconded by Cllr Donn with all in favour.

**Action: Clerk/Cllr Smith**

- b) Land at Harwich Horse Rangers, Ramsey – Councillor Howe; with the recent notice of the move of the organisation Cllr Howe withdrew her proposal.  
c) The Castle Inn PH, Ramsey – Councillor Howe: proposed by Cllr Passmore that the RPPC submit an application to TDC to register the building as a community asset, seconded by Cllr Howe with all in favour.

**Action: Clerk/Cllr Passmore**

All members were invited to propose any other site/building they felt would be suitable to submit an application to TDC to be registered as a community asset.

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

- a) **Cemetery Lodge Water Supply:** Cllr Passmore reported on the ongoing investigations to identify the area of the leak; an exploratory hole has been dug with a stock cock installed along the pipe under the access road, near to the cemetery gates.  
Quotations are being sourced for work to replace the pipe. The work so far has been assisted by Mr Stockley with a letter of thanks to be sent for his time.

**Action: Clerk**

- b) **Lodge Boundary Fence:** to make a repair to the gap in the boundary fence Cllr Passmore reported that intertwined ash branches with wire mesh is to be installed with a cost no more than £200.
- c) **Chapel Storage:** to allow maintenance to be undertaken on the chapel the Sea Scouts currently storing equipment in part of the chapel are to be ask to vacate the premises.
- d) **St Paul's Parkeston:** Cllr Davidson reported that he has written to the Diocese of Chelmsford in the aim to gain pews from the disused church for installation into the Parkeston Cemetery Chapel. Cllr Davidson proposed that an application for funding to refurbish the chapel, seconded by Cllr Passmore with all in favour is to be made.

**Action: Clerk/Cllr Davidson**

**15. To receive a report regarding the Community Pay Back Team:**

Cllr Passmore reported the team continue to work in the Welfare Park and the Harwich & Parkeston Football Club.

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

**Report as received**

- a) **Spring Meadows:** Cllr Smith reported on attending a meeting of the Governors, finance and Premises Committee and will be attending a Year Six Leavers performance. The school role now stands at 248, near to capacity as is the Nursery that is exploring expansion. Replacement windows are to be installed during the summer break.
- b) **Two Village School:** Cllr Howe reported on her attendance to a Governors meeting and the summer fete that was well attended; the school term ends for the summer break next Tuesday.

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

a) **Ramsey:**

- **LHP Speed Reduction:** proposals submitted to be made under the ECC Quiet Lanes Scheme were unsuccessful which included The Street, Ramsey.  
Cllr Howe reported on efforts to have the speed limit reduced and raise awareness of the playfield users; a site visit by Cllrs Turner and Page to understand the issues has been agreed. Parking within the car park in the playing field is only authorised in dry weather due to hazardous conditions in wet weather.

b) **Parkeston:**

- **Rubbish:** Cllr Ferguson continues to address the issues with TDC and showed her appreciation to Cllr Davidson and the volunteers who do a regular rubbish collection.
- **Collier Road Vegetation:** Cllr Elmer raised the issue of overgrown vegetation over the footpath that is growing through the fence on the HIP boundary; together with other areas on the port's boundary a letter is to be sent to Mr Taylor, General Manager, HIP asking for all vegetation on the port's boundary to be maintained.

**Action: Clerk/Chariman**

**18. To receive reports from Councillors attending other meetings: None Received**

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

- a) **St Michaels Church Funding Application:** a request for a donation of £500 has been received to assist in the purchase of a ride on mower to be used by volunteers; the assistance previously given by the Payback Team is no longer available. Cllr Smith proposed to donate £500, seconded by Cllr Passmore with all in favour.

**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.**



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**To agree accounts for payment:**

Landscape Services	1422.00	Acumen Wages Service	22.20
L Keating			42.00
Clerk's salary (6 weeks)	1108.08	RWMH – hall rental	48.00
Expenses	97.08		
Accent Stationers	8.35	E-on Electricity supply	214.37
A&J Lighting	285.90	St Michaels Church Donation	500.00
W G Elmer Chairs Tel Allowance	69.00		

**21. To confirm that the date of the next meeting of the Ramsey & Parkeston Parish Council to be held on Thursday 20<sup>th</sup> August 2015 at 7.15 p.m. in the Ramsey War Memorial Hall, Ramsey.**

**The Chairman closed the meeting at 9.50 p.m.**