



Minutes of the meeting of the Ramsey & Parkeston Parish Council held in Hamilton House,
Station Road, Parkeston on Thursday 19th February 2015 at 7.00 p.m.

Present: Cllrs Elmer (Chair), Colbourne, L Donn, M Donn, Howe, Passmore, Smith, Stertz

Also Present: Lin Keating (Clerk)
Nigel Brown, TDC Communications & Public Relations Manager
Les Nichol, Essex County Fire & Rescue
1 member of the public, Parkeston Resident

1. To accept apologies for absence: Cllrs Ferguson, Ramsay, Singh, ECC Cllr A Erskine

2. To welcome Lisa Hastings, TDC Monitoring Officer

The Chairman introduced Ms Hastings to those who were not present at the training session regarding the Code of Conduct delivered by Ms Hastings prior to this meeting; Ms Hastings stayed for the remainder of the meeting responding to questions during the meeting.

To receive a presentation from Les Nicoll, Community Connector Lead for the Essex County Fire and Rescue Service: Mr Nicoll introduced his role with the fire service spanning over 30 years; his aim in attending the meeting was to encourage 2 volunteers from the Ramsey & Parkeston ward to come forward for training to take the role of a Parish Safety Agent. The role includes being present at events and assisting in linking the public with the fire service and once training has been undertaken with both the fire and police services, the role would then allow the agent to advise and arrange installation of smoke alarms and fire and security safety systems available in the home.

The current scheme of installing smoke alarms on request continues with the alarms having batteries of a 10year lifespan; records held enable an automatic follow up being made to ensure the alarms are always fit for purpose and replaced if found not to be so. The additional training of volunteers to include carbon monoxide detectors is being considered.

The role of Parish Safety Agent is open to all over 18 years of age; anyone interested in the role or for further information direct contact should be made with Les Nicolls by telephone on 01376 576721 or 077791 29888. RPPC will display any marketing material received in due course.

2a. To receive a report from Nigel Brown, TDC Communications and Public Relations Manager: Work has started on Parkeston House to install metal hoarding on the ground floor doorways and windows, expected to be completed by the end of the week; some work is due to be carried out on the floorboards within the building and the installation of wooden boarding of the upper floor windows is to follow, thereafter the fence will be removed allowing access to the RPPC noticeboard and memorial bench. Cllr Stertz offered to arrange a team of volunteers to undertake another clean-up of the area once the works are completed with the offer of litter pickers and rubbish bags to be supplied and rubbish collected by TDC by contacting Nigel Brown at such time.

Action: Cllr Stertz

Permission has not been granted to add murals to the boards once in place as contact with the owner to gain his permission has proved difficult. The future of the building is unknown at present although the consideration of TDC taking the option of compulsory purchase to continue the conversion of flats to the property as part of their housing stock requirements in the area is to be re-addressed with Cllr Carlo Guglielmi by Nigel Brown.

The cost of securing the building with current works circa £20k is to be reclaimed by TDC with a charge made on the property. The S106 payment of £17k made against the planning application has benefitted the Welfare Park, Ms Hastings confirmed that once work has commenced then there is no possibility of the monies being refundable.

Nigel Brown asked for any issues concerning the RPPC to be reported to him to take forward to TDC.

- a) **Coller Road:** Cllr Elmer asked for the site in Coller Road that has been granted planning permission as a residential site, to be investigated with the site being unsecure and problems of fly-tipping ongoing. Cllr Elmer has been successful in having household items and garden refuse removed recently in contacting TDC, however concerns remain of re-occurrences of fly-tipping on the site.



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- b) **Parkeston closed Petrol Station:** although no issues of fly-tipping to date the site is deemed to be unsightly to residents and visitors transiting the Harwich International Port. Nigel Brown is to carry out an investigation with the aim to contact the owner of the site. Cllr Stertz again offered to arrange a team of volunteers to clear the area if no progress with the owner can be made.

3. To receive a report from Essex Police: information only:

A report received from PC Trevor Abrahams for the month of January was circulated for discussion: 83 incidents had been reported and 17 crimes recorded against 52 and 10 recorded for the same period of the previous year. Concern of the increase in numbers and type of crimes were noted, and together with the understanding that Harwich Police Station is to close, an invitation for PC Trevor Abrahams to attend the next meeting of the RPPC is to be formally made; proposed by Cllr L Donn, seconded by Cllr S Stertz.

Action: Clerk

Crimes recorded during January 2015 consisted of:

Assault x 4 (linked) – Clayton Road, Ramsey
Theft x 3 – Lidl, Clayton Road and Garland Road
Criminal Damage to vehicle on A120, Ramsey
Possession Cannabis – Stour Close, Ramsey
Theft of dirt bike (recovered) – Parkeston

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 and/or debate and declare any interest on any of the remaining agenda items.

5. To receive a report from Essex County Councillor Andrew Erskine:

- a) **Quiet Lanes:** an email received from Cllr Erskine in his absence was brought forward in relation to the initiative from ECC Highways to submit nominations for 'Quieter Lanes'. The initiative is aimed at making country lanes safer and calmer into 'Quiet Lanes' is being adopted by Essex County Council. Although cars would not be banned, HGVs would be banned and a 20mph would be implemented as standard practice together with routes selected being clearly signed. ECC has asked for each of the county's 12 Local Highways Panels to identify two roads to be considered.

RPPC nominate the following roads to be submitted by Cllr Erskine for consideration, proposed by Cllr M Donn, seconded by Cllr Smith with all in favour:

- I. Wash Corner through The Street to the Triangle, Wix Road, Ramsey
- II. Primrose Lane, Wrabness
- III. The Maltings, Ramsey
- IV. Mayes Lane, Ramsey
- V. Station Road, Parkeston
- VI. Garland Road, Parkston

Action: Clerk

- b) **Highways Survey:** the underspend of budget of the Local Highways Panel is available for works on highways with a report of both wards to be submitted to Cllr Erskine as soon as possible. Cllr Elmer is to undertake a survey of Parkeston and compile a report; Cllr M Donn to undertake a survey of Ramsey and compile a report.

Action: Cllr Elmer and Cllr M Donn

6. To receive a report from TDC Councillor Tony Colbourne: No concerns have been brought to Cllr Colbourne for his attention; Cllr Elmer reported complaints being made of a resident in Princess Street, Parkeston carrying out car repairs in the road and asked for Cllr Colbourne to investigate the report and take any concerns forward to the appropriate departments. Cllr M Donn suggested that the new powers under the ASB – Crime & Policing Act 2014 that received Royal Assent in March 2014 could apply to this instance, a copy of the presentation delivered at a meeting of the TDALC has previously been forwarded by email to all Councillors.

Action: Cllr Colbourne

7. To allow public participation (to enable members of the public and press to ask questions or give views on the business on the agenda for the meeting) 15 minutes allowed

Mr Davidson reported that the committee of the Welfare Park have been successful in gaining £10k funding from the Community Initiatives Fund. A meeting is to be held with TDC with the aim to gain permission in relation to a football pitch area.

Mr Davidson further reported that he is involved in a business approach with the Diocese to obtain St Paul's Church, Parkeston that has recently been advertised for sale.

8. To confirm the minutes of the RPPC meeting held on 15th January 2015

Referring to item 13, Cllr L Donn stated that 'The Street' should read 'Wix Road'. Cllr Colbourne, on behalf of Cllr Ramsay in his absence, asked why his comments in relation to the Clerk's working hours were not included in the minutes. As seen desirable to treat the discussion of the terms of service of employees under the Public Bodies (Admission to Meetings) Act 1960 and subject to Standing Order 5(a)(xix) a copy of recorded comments under Part B was circulated. With the amendments made Cllr L Donn proposed and Cllr Stertz 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 receive any announcement by the Chairman: nothing not covered elsewhere.

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

- a) Referring to item 4b) the Clerk confirmed that detailed contact information for Street Light defect reporting has included under the 'useful links' page on the RPPC website that directs reporting to the appropriate body; ie ECC, TDC or RPPC.

11. To consider any Planning issues received to the meeting date: none received

Decisions:

a) **Application No:** 14/01843/FUL

Proposal: Two storey/single storey rear and side extension
Location: Cambri, Ramsey Road, Ramsey
Approval Full – Delegated Decision

b) **Application No:** 14/01398/FUL

Proposal: Change of use from commercial to residential
Location: 19A Garland Road, Parkeston
Approval Full – Delegated Decision

c) **Application No:** 14/01170/FUL

Proposal: Part two-storey, part single-storey side and rear flat roof extensions to be used in connection with the B&B use
Location: 2 Ramsey Hall Cottages, Tinker Street, Ramsey
Approval Full – Delegated Decision

d) **Application No:** 14/01743/FUL

Proposal: Conversion of barn to four bedroom dwelling with associated access, outbuilding, boundary treatments, landscaping and ancillary works
Location: Barn adjacent Hill House, The Maltings, Ramsey
Approval Full – Delegated Decision

12. To receive a report regarding the Parkeston Cemetery:

- a) Cemetery Lodge: emergency repairs have been carried out due to the failing heating system at a cost of £2466.00 plus VAT. Contractors Wade Atkins made a site visit on Friday 6th February following a telephone call to report the issue on the same day; installation and works were completed Wednesday 11th February; works included –
 - To remove all existing heaters and dispose of by registered contractors
 - Alter wiring from off-peak to on-peak on bedroom circuits
 - Supply and fit 2 panel heaters with 24 hour timers to bedrooms
 - Supply and fit 3 storage heaters; 1 large, 2 medium to landing and living rooms
 - Commission and leave in working order
 - All works are guaranteed for 3 years

Contact has since made with the residents of the lodge who have asked for thanks to be made for the prompt response and will monitor costs of the new system to compare savings made.

- b) Cemetery Chapel: Cllr M Donn has arranged for a site meeting with a contractor to obtain view of works necessary on the flashing and masonry
- c) Mock Chapel Windows: stage 2 of the installation of 3 windows has been completed that has enhanced the appearance of the area.



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- d) Internment: the Clerk has had 3 enquiries for internment of ashes into and existing grave and 2 pre-purchases of grave spaces.

13. To receive a report regarding the Payback Team: Cllr Passmore reported:

- a) Ditches: vegetation had been cut back too deep exposing fields; issue addressed
- b) Recreation Field: debris from trees having been cut back is to be removed from the roadside following a request from local farmers.

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

- a) Two Village School: Cllr Howe reported the next full meeting is scheduled 18th March and will be attending.

The school is in the process of preparing for an inspection.
18 March next full meeting;

- b) Spring Meadows School: Cllr Smith reported that the new nursery is now complete with the report from Oftsted being and certificate of registration issued: an open day is scheduled 5th March, Cllr Smith will be attending.

The offer of a visit to the apprenticeship schemes being run out of Hamilton House will be taken up at a mutually convenient time, to be arranged.

Contact has been made with Bernard Jenkin MP to request a visit for students to Parliament.

15. To receive a report from the Transport Representatives:

- a) Ramsey:

Flooding: reported flooding onto the A120 breaching Wix Road with factors identified as water running from farmland and the issue of blocked ditches is being addressed with external bodies; Cllr Howe reported that she is trying to arrange a site visit with all concerned, although proving difficult to coordinate to date. Cllr Elmer reported that he had met with Highways who were on site who advised that the issue is with a property that is in probate regarding the ownership of land. Their inspection shows water is directed from the field and through the sump to telephone sump that then disperses onto the road; the proposal is to direct the water from the sump to the ditch on the other side of the road although access to the sump due to earth coverage is to be identified and addressed.

An email received from a Ramsey resident via the RPPC website relating to the same issue is to be passed to Cllr Howe to keep them updated with progress.

Action: Clerk

- b) Parkeston: nothing received

16. To receive reports from Councillors attending other meetings: none received

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

- a) Ramsey School: an email received via RPPC website from a potential buyer of the School House has asked for the memorial trees to be identified.

18. 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) Ramsey Village signs – (repositioning of pallets) - Cllr Passmore
- b) St Paul's Lichgate (memorial) – Cllr Elmer
- c) Parkeston and Ramsey Ward Highway Survey Reports - Clerk

19. To agree accounts for payment:

- a) The precept request of £41,186.00 has been submitted to TDC in line with the deadline of 31 January 15.

- b) The payment in relation to the Clerks salary (SCP21) includes the 2014-2016 National salary award through an agreement reached by the National Joint Council for Local Government Services (NJC) implemented from 1 January 2015. Notification of the adjustment has been sent to Acumen Wages Service to reflect the changes in relation to tax and national insurance payments made on all payments direct to HMRC by the Clerk.



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- c) The process of the Internal Audit is in place with Ken Abrahams, South and West Internal Audit.

A&J Lighting	55.80	L Keating Salary 16/01/15- 19/02/015 and Expenses Phone/postage	923.40 86.32 14.88
E-On	80.83	Accent Stationers	36.71
Acumen Wages	22.20	Affinity Water	597.05
Wade Atkins (Heating contractors Cemetery Lodge)	2935.20		

- 20. To confirm the date of the Ramsey & Parkeston Parish Council to be held on Thursday 19th March 2015 in Hamilton House, Parkeston at 7.00 p.m.**

The Chairman closed the meeting at 9.00 p.m.