



Minutes of the meeting of the Ramsey & Parkeston Parish Council held in Ramsey War Memorial Hall, Church Hill, Ramsey on Thursday 21st June 2018 at 7.15 p.m.

Present: Cllrs Bird, Davidson, Ferguson, Passmore (Chair), Ramsay, Stertz

Also Present: Mr A Colbourne, ECC Cllr Erskine, 1 member of the public

Clerk: Lin Keating

1. **To accept apologies for absence.** Cllrs Elmer, Smith
2. **To receive the Declaration of Office, Ramsey Ward Councillor:** Anthony Colbourne signed his declaration of Office and joined the meeting as Parish Councillor, Ramsey Ward.
3. **Declaration of Interest: Councillors are invited to declare any disclosable Pecuniary Interests or other interest and nature of it, in relation to any item on the agenda.** Cllr Passmore declared an interest as Chairman of the Ramsey War Memorial Hall Committee in relation to the planning application
4. **To consider the appointment of Transport Representative – Ramsey Ward.** Proposed by Cllr Ramsay and seconded by Cllr Davidson, Cllr Colbourne accepted the role.
5. **To receive a report from Essex Councillor Andrew Erskine (Ramsey & Parkeston).**
 - a) Wix Road flooding: the responsibility of the long standing problem of flooding on the highway along the A120/Wix Road junction between Essex County Council and Tendring District Council continues.
The option to use Highway Rangers to clear the ditch is to be investigated.
Action: Cllr Erskine/Ferguson
 - b) Ramsey Road footpath: the position of the footpath positioned at the rear of Artillery Road through to Little Oakley was deemed to be in the area of Harwich Town Council.
 - c) HGV feasibility study, Ramsey Village: the study is due to be completed by the end of November at such time consideration of signage is to be given. In the meantime any issues relating to HGVs should be reported directly to Cllr Erskine to take forward.
 - d) HGVs, Parkeston Village: Cllr Davidson raised concerns of recurring incidents of HGVs attempting to use Garland Road, with all requests for additional signage rejected. A request for permission to erect a sign on the wall Emperor House/Garland Road junction, with costs are to be sought for consideration.
Action: Cllr Davidson
 - e) Old Ramsey School development: Cllr Ferguson has been requested to apply for S106 money available for community activities in Ramsey and S278 money available for pavement/highways works.
Action: Cllr Ferguson
 - f) Ramsey Playing field: the ongoing issues of being able to deliver a safe access to the area with signage, clear visibility and footpaths, as recommended in the ROSPA report continue. Cllr Erskine offered, on receipt of a written request from the RWMH, to take forward the potential option for ECC to cut the hedges at a charge was proposed by Cllr Davidson, seconded by Cllr Ramsay with all in favour.
Action: Cllr Erskine
 - g) LHP meetings: representation from the RPPC can attend meetings to observe only; any questions can be submitted in writing to Cllr Erskine at least 7 days prior to the meeting; the next meeting is scheduled to be held on Thursday 13th September 2018 at 5p.m. at Weeley Offices.
6. **To receive a report from TDC Councillor Tanya Ferguson.**
 - a) Ramsey Roundabout: contact has been re-established with the contractor, details of works are still to be confirmed.
 - b) Jubilee Park vandalism: paint was strewn over the area, Police attended and the family responsible made an attempt to clear the area.
 - c) TDC Local Plan: additional information has been requested by the Inspector that has put the plan back, the next update is expected to be published in July.
 - d) RWMH Planning Application: Cllr Ferguson has called in the application that will be on the July agenda for consideration by the planning committee.
 - e) A120 dualling: the topic will be debated at the next full meeting of TDC on 3rd July.



7. To confirm the minutes of the meeting of the RPPC held on 15th February 2018.

Cllr Davidson proposed and Cllr Bird 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 hear a report on actions taken by the clerk and members as agreed at the last meeting.

- Cemetery Insurance: referring to item 4(g) of the previous minutes – Co-option of 2 members of the public to assist in cemetery works; the Clerk confirm that they would be covered under the Personal Accident section of the Council's current insurance policy, subject to wearing the necessary PPE and under instruction from the Council, a recommendation for a risk assessment for works to be undertaken should be held on record.

Action: Clerk/Cllr Davidson

9. To receive a report from the Chairman. Welcome Tony and Sarah back

The Chairman welcomed Cllr Stertz back following her approved absence and Cllr Colbourne in his role as newly appointed Parish Councillor.

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

- Application No: 18/00677/FUL
Proposal: Erection of 3 dwellings
Location: Land adjacent Roborough Church Hill Ramsey
The view of the RPPC is to object due to the view on the listed St Michael's Church being obscured and the impact in the reduction of the Green Gap between Ramsey, Dovercourt and Little Oakley; proposed by Cllr Davidson, seconded by Cllr Stertz with all in favour.
 - Application No: 18/00876/OUT
Location: Ramsey War Memorial Hall Church Hill Ramsey
Proposal: Outline application with all matters reserved for the construction of 3 no. proposed dwellings. Cllr Passmore had recorded an interest in the application however was permitted to take part in the debate.
The view of the RPPC is to strongly support the application to enable support the development of additional recreational facilities for the residents Ramsey and neighbouring areas. Proposed by Cllr Ramsay, seconded by Cllr Davidson with all in favour
- a) To receive decisions submitted by the RPPC Planning Sub-Committee since the last meeting:
None
- b) To receive decisions received from Tendring District Council
- Application No: 18/0039/FUL
Proposal: Proposed detached bungalow and garage
Location: Millfield The Steet Ramsey
Application Withdrawn 08.05.18
 - Application No: 18/00445/FUL
Proposal: Proposed change of use from D1 to C3 from Methodist Chapel to 2 bedroom house. Installatio of 16 x Solar Panels on chapel roof. Erectio of boundary fencing to create private garden space.
Location: Ramsey Methodist Church The Street Ramsey
Approval Full
Delegated Decision
 - Application No: 18/00451/FUL
Proposal: Proposed single storey side extension, one & two storey rear extension with increased ridge height & front porch construction
Location: Landrecies Ramsey Road Ramsey
Approval Full
Delegated Decision
 - Application No: 18/00588/FUL
Proposal: Two store side extension
Location: Former Caretakers House Former Ramsey Priamary School Wix Road Ramsey
Approval Full
Delegated Decision
 - Application No: 18/00546/FUL
Proposal: Proposed pitched roof over existing single storey rear extension & form room in roof space
Location: Whispers View Wrabness Road Ramsey
Approval Full
Delegated Decision



11. To allow public participation: 15 minutes allowed.

The Chairman brought forward Item 14 to be able to address questions from a member of public in attendance.

14 (b) HGVs – issues caused by entering both villages – the Chairman re-iterated details of past and current issues in addressing the problems and gave an assurance that with the support of ECC Cllr Erskine the Parish Council will continue to press for a solution.

12. To receive any report from Members on Community Activities.

- a) Parkeston Welfare Park and Residents Association: Cllr Davidson reported that apart from the incident of vandalism in the Jubilee Park all was good.
- b) Clayton Road Residents Association: Cllr Bird reported on issues in being to hold those responsible to take care of the children's play area; it has been established no ROSPA inspection has taken place or any public liability insurance covers the area. TDC are not the land owners, it is believed to be that of the Sanctuary Housing Association. Cllr Davidson is supporting Cllr Bird in his efforts to have the area a safe, clean place to use.
- c) Ramsey War Memorial Hall: Cllr Passmore reported:
 - The hall is being well used by regular groups and individuals
 - Football: Ramsey & Mistley have 6 adult teams are now in leagues and progressing well. Due to the shortage of facilities in Ramsey, Mistley Ground has now been taken over with Mistley Parish Council being contacted with a request to support the club with a donation.

13. To receive a report regarding the Parkeston Cemetery. Cllr Davidson reported that the lychgate re-siting project will be completed next week with the planting of laurels. Cllr Davidson was commended on his co-ordination of the delicate project and time given.

14. To receive a report from the Transport Representatives:

- a) Winter Salt Scheme 2018/19 : the option to have a delivery of 1 tonne of winter salt from Essex County Council was agreed to be accepted following the same procedures for delivery to the car park at the rear of the RWMH for distribution. Proposed by Cllr Bird, seconded by Cllr Ramsay with all in favour
- b) HGVs – issues caused by entering both villages : see item 11 above
- c) Ramsey:
 - Ramsey Roundabout: see item 6 a) above
 - Visibility Study, Wix Road Ramsey, nothing to report as received from Cllr Elmer
- d) **Parkeston:**
 - Emperor House, Adelaide Street: works have started in the refurbishment of the flats with local letting agencies in place. The major concern of the condition of the fire escape is due to be address and will be monitored by Cllr Davidson
 - Cllr Colbourne reported on statistics gathered by Speed Watch over the Harwich Peninsular. There are 29 volunteers to date with full training supported by the Essex Police with others being encouraged to come forward.

15. To receive reports from Councillors attending other meeting.

- a) Haltermann Carless: Cllrs Ramsay and Davidson attended the recent meeting with items discussed covering:
 - a new product of oil for fertilizer is being introduced as new business
 - concerns of the Dovercourt Fire Services being reduced, in support of public opinion the company are to push to have full services re-instated
 - HGVs are being directed through the village and it has been recognised due to the fault of Sat Navs and the lack of signage
- b) Harwich International Port: Cllrs Ramsay and Davidson attended the recent meeting, highlighting the disappointment of only 4 local Councillors being present including the two who were representing the RPPC.
 - Harwich Train Maintenance Centre: proposed project for maintenance in the area on the railway between Phonix Bridge and Harwich. A feasibility study is being undertaken by Greater Anglia with a Local Authority Liaison Group Consultation being conducted. The project would not be in place until 2024/5 with 12 skilled jobs and 3 semi skilled jobs being created.



16. Correspondence to note.

- a) Haltermann Carless: the revised Emergency Plan has been received
- b) Little Oakley Scouts: a meeting is being held on 5th July and are hoping for more volunteers to join the group

17. 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.

18. To agree the revised Data Protection Policy in line with the new General Data Protection Regulations (GDPR) implemented 25th May 2018.

Cllr Ferguson proposed and Cllr Davidson seconded a motion to adopt the revised policy as of today's date with the motion carried.

19. To receive a report regarding the Annual Internal/External Report year ended 2017/18.

A copy of the internal report as circulated prior to the meeting was well received.

Points raised have been addressed in the report:

- 4.3 - New General Data Protection Regulations that came into force from 25 May 2018: a revised policy has been agreed (see item 18) to reflect requirements of new legislation.
- 7.2 – Cemetery Fees as listed on the Council's website last reviewed on 1 May 2014: no changes have been made since that date, however are considered annually, an update to the website has been made for a clear understanding.

The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return- Accounts for the year Ended 31 March 2018 has been published 30th May in the Council's noticeboards and on the Council's website and Facebook page showing that the documents are available for inspection by appointment during the period 4th June to 13th July 2018.

All relevant documents submitted inline with requirements for the External Audit were received 31st May by PKF Littlejohn LLP, in line with the deadline of 11th June. The deadline to receive the external auditor's report is 30th September 2018.

20. To agree accounts for payment. The Clerk, an authorised signatory in emergencies, was authorised as 2nd signatory in the absence of any other authorised signatory present.

EXPENDITURE				INCOME			Bank Balance
Payee	Description	Payment Ref	£p	Name	Description	£p	
	Clerks Salary	online	£1,345.68		Brought Forward		£97,218.44
L Keating	Clerks Expenses		£91.69				
A Smiths & Sons Builders			£444.00	M Jay	Cemetery Lodge Rent	£560.00	
	Lychgate Project		£3,600.00	Co-op Fun Ser	T/L C Owen Cremation Plot 894	£1,436.00	
			£3,402.00				
		online	£1,080.00				
Landguard Engineering	Lychgate Project	online	£216.00				
T Brown	Internal Audit	online	£220.00				
E-On	Electricity supply	online	£157.26				
CVST	Affiliation	online	£25.00				
W G Elmer	Chair's Tel Allowance	online	£69.00				
		Total	£10,650.63				
	including budget figures for water rates, business rates, landscaping less expenditure and lodge rent to date.		£7,353.00				
					Total	£1,996.00	£81,210.81

21. To confirm the date and venue of the next RPPC meeting scheduled to be held in the Ramsey War Memorial Hall, Ramsey on Thursday 19th July 2018 at 7.15 p.m.

Cllr Ramsay submitted his apologies for the next meeting.

The Chairman closed the meeting at 8.55p.m.