



Minutes of the meeting of the Ramsey & Parkeston Parish Council held in the Parkeston Community Centre, Hamilton Street, Parkeston on Thursday 18th April 2019 at 7.15 p.m.

Present: Cllrs Bird, Colbourne, Davidson, Ferguson, Kadlec, Lungley, Passmore (Chair), Ramsay, Smith, Stertz

Also Present: Essex County Councillor A Erskine

Clerk: Lin Keating

Absent: None

1. **To accept apologies for absence: None**
2. **Declaration of Interest: Councillors are invited to declare any disclosable Pecuniary Interests or other interest and nature where it, in relation to any item on the agenda.** None received
3. **Elections in England: 02 May 2019**
 - a) Purdah Period: Purdah is the term used to describe the pre-election period, between the time an election is announced and the date the election is held. During that period central and local government are subject to certain restrictions. For local government, the restrictions relate to communications activity and are designed to ensure that councils cannot be accused of bias.
Councillors were reminded of the period of purdah now in place until 02 May 2019
 - b) Parish Councillor Elections: Ramsey Ward and Parkeston Ward have been uncontested, leaving one vacancy in each of the wards: it has been established that the parish council are at liberty to advertise the vacancies although the new council will not be legal until 7th May 2019 and co-option is not advised until after the Annual meeting where the new Chairman is elected.
4. **To receive a report from Essex Councillor Andrew Erskine (Ramsey & Parkeston).**
 - a) Twenty is Plenty: the Two Village CP School is not being considered for the scheme due to the fact that it has its own access road; however the school is able to erect a sign independently.
 - b) HGVs, Ramsey Village: no response has yet been received from the LHP from a request for more direct signage to deter HGVs entering the village. The signage to show a width restriction has proved problematic as the road, when empty of parked cars, would be wide enough. The problem will be monitored.
 - c) Street Light defects: Cllr Erskine was thanked for his assistance in having most of the reported defective lights addressed.
5. **To receive a report from TDC Councillor Tanya Ferguson.**
 - a) Clayton Road play area: once the annual survey report, date to be confirmed, has been received Cllr Ferguson is to forward it to the clerk.
 - b) Planning application behind Robourgh, Ramsey: on request of residents the application has been called in; no meetings will be held until after the May elections and will need to be passed onto the new District Councillor for Ramsey to represent the residents.
Cllr Ferguson is acting for the last meeting as District Councillor for the RPPC. The Chairman thanked her for her work in representing the parish council over the years.
6. **To confirm the minutes of the meeting of the RPPC held on 21st March 2019.**
Cllr Ferguson 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.
7. **To hear a report on actions taken by the clerk and members as agreed at the last meeting:**
 - a) Local Policing: Cllr Lungley reported that he had made contact with the new policing team in Harwich and 2 PCSOs are now in place under Sergeant Ben Spencer; Cllr Lungley has invited Pat Smith, the PCSO covering Ramsey & Parkeston to attend the parish council's Assembly to be held on 16th May. Cllr Davidson reported that a second Action Day for Parkeston, involving multi-agencies, is being arranged with the date to be confirmed.
8. **To receive a report from the Chairman:**
The Chairman has been assisting Cllr Davidson on the project at the Cemetery Chapel and reported on the improvement to the building and facilities.
9. **Planning Matters:**
 - Application No: 19/00406/DETAIL
Proposal: Construction of thirty houses with associated parking, access and landscaping
Location: Land rear of Una Road Parkeston
The view of the Ramsey & Parkeston Parish Council is to strongly object to the application with concerns of access/egress of the site being along Una Road and strongly dispute the comments submitted within the Access and Design Statement that Una Road has been proved to be a suitable road for access/egress to the site; this statement does not reflect the true density of traffic on Una Road and it should be noted that at most times when residents are not out of the area Una Road has parking issues with both sides of the road being full of



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cars, therefore has an impact of restricting clear access for traffic along Una Road and Edward Street.

The concerns previously raised by the RPPC remain of clear, speedy access for emergency services and safe access for larger vehicles such as delivery and refuse collection vehicles that would be further impeded by additional traffic using the road together with the impact on the feed roads to/from Una Road.

A recommendation to reduce the size of the footpaths on both sides of Una Road should be considered to widen the road, together with a site visit to the area at a weekend when the road is congested with parked cars to give a true reflection of the current issues of a safe, clear access along Una Road.

- Application No: 19/00521/FUL
Proposal: proposed conversion of double garage into bedroom and bathroom
Location: 10 Mayes Lane Ramsey
The view of the RPPC is No Objection, proposed by Cllr Passmore, seconded by Cllr Davidson with all in favour.
 - Application No: 19/00446/FUL
Proposal: proposed cladding and small porch roof over side door
Location: 6 Lucas Cottages The Street Ramsey
The view of the Ramsey & Parkeston Parish Council is No Objection, however believes that a planning covenant is attached to the property restricting alterations to the property and would ask for clarification prior to any decision being made, proposed by Cllr Ferguson, seconded by Cllr Passmore with all in favour.
- a) To receive decisions submitted by the RPPC Planning Sub-Committee since the last meeting:
Application No: 19/00439/OUT
Proposal: Hybrid application comprising of: Outline planning permission for five bespoke self-build/custom built dwellings and Full planning permission for additional car park for Two Village Primary School
Location: Land rear of Some View and Roborough, Church Hill, Ramsey
View of the RPPC is to object with concerns of this being a 'creeping' application
- b) To receive decisions determined by Tendring District Council:
Application No: 19/00197/FUL
Proposal: Proposed two storey side extension, single storey rear extension and loft conversion
Location: 29 Edward Street, Parkeston
Delegated Decision 02.04.19
Approval – Full

10. To allow public participation: 15 minutes allowed. None present

11. To receive any report from Members on Community Activities:

- a) Parkeston: Cllr Davidson reported that a Charity Night is to raise funds for Maisy, a young Ramsey child in need of specialist care. The event will be held on Saturday 1st June in the Parkeston Railway Club. All are invited to support the event in attending or donating of any auction item.
- Family Funday: to be held in the Welfare Park Saturday 9th June.
- b) Ramsey: Cllr Passmore reported that the RWMH are also supporting the Charity Night for Maisy, additionally:
- Quiz at the Royal Oak, fundraising for the new hall.
 - Easter Egg hunt event, Friday 19th April is proving popular with 170 tickets sold.
 - The reserve football team are in the Cup Final next Sunday.

12. To receive a report regarding the Parkeston Cemetery: Cllr Davidson reported:

- Chapel Project: work is progressing and nearing the budget of £20k. Completion is expected within 4 weeks and a proposal of holding a memorial service in honour of George Elmer to be the first use of the new facility was welcomed. Cllr Davidson was commended for all his time and work given to the project.
- Cemetery Lodge: a full electrical testing is being arranged.
- Memorial bricks: the proposal by Cllr Davidson to include the memorial bricks into the Chapel was discussed with interest; the Stone Mason sourced is to submit full details and costings for further consideration.



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13. To receive a report from the Transport Representatives:

- a) Ramsey: nothing to report
- b) Parkeston:
 - Abandoned vehicle: the van that had been parked in a dangerous position at the junction of Garland Road/Station Road remains with pressure continuing to be put onto the Police and TDC.
 - Defect Lights: Cllr Kadlec reported lights out for reporting to ECC: Station Road, No 18 and Coller Road, No 8.

14. To receive reports from Councillors attending other meetings: none

15. Correspondence to note: nothing to report.

16. 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 hall; respectfully reminded that this is not an opportunity for debate or decision making: nothing requested.

17. Annual Governance and Accountability Return (AGAR) 2018/19 timetable¹

- a) Internal Audit – Trevor Brown (CPFA) 12th – 18th May 2019
External Audit – PKF Littlejohn LPP, London as appointed by the Audit Commission :
Audit plan received is to set a submission date for the return of the completed AGAR Part 3 and associated documentation to be no earlier than Monday 10th June 2019 following the internal audit.
- b) To approve the Accounting Statements 2018/19 as previously circulated
Cllr Davidson proposed and Cllr Ferguson seconded a motion for approval of the Accounting Statements 2018/19 to be signed as a true record with the motion carried. The Chairman then signed the document as a true record.
- c) To approve the Annual Governance Statement 2018/19 as previously circulated
Cllr Davidson proposed and Cllr Smith seconded a motion for approval of the Annual Governance Statement 2018/19 to be signed as a true record with the motion carried. The Chairman then signed the document as a true record.

18. To agree accounts for payment.

- a) The clerk gave a brief report on end of year accounts against budget with details tabled with no queries raised.

EXPENDITURE				INCOME			Bank Balance
Payee	Description	Payment Ref	£p	Name	Description	£p	
L Keating	Clerks Salary	online	£792.00		Brought Forward		£63,757.49
	Clerks Expenses		£87.29				
B Davidson	Chapel Restoration	online	£171.15		Cemetery Lodge Rent	£560.00	
Parkeston Community Centre	Hall Rent	online	£27.00		1st 1/2 Precept TDC	£34,601.00	
Mr Tip It	Waste Management	online	£70.00				
V Lungley	Travel	online	£44.00				
A&J Lighting	Contract	online	£59.40				
EALC/NALC	Affiliation	online	£496.67				
Landguard Engineering	Chapel Restoration	online	£3,912.00				
Accent Stationery	Stationery	online	£133.79			£35,161.00	
			Total		Bank Balance including Cemetery A/C		£93,125.19
			£5,793.30				

19. To confirm the date of the Assembly of the Ramsey & Parkeston Parish Council is to be held at 6.45 p.m followed by the Annual Council meeting in the Parkeston Community Centre, Hamilton Street, Parkeston to be held on Thursday 16th May 2019.

The Chairman closed the meeting at 8.15p.m.

¹ Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 must complete Part 3 of the AGAR for the year end, consisting of 3 parts: (1) The annual internal audit report, (2) Annual Governance statement and Accounting statements completed and approved by the Parish Council (3) External audit report.