



Minutes of the meeting of the Ramsey & Parkeston Parish Council held remotely, in line with Government guidance and legislation, using the Zoom application, on Thursday 15<sup>th</sup> October 2020 at 7 p.m.

**Present:** Cllrs Baalham, Davidson, Fay, Ferguson, Kadlec, Lungley, Passmore (Chair), Ramsay, Wood

**Also Present:** None

**Clerk:** Lin Keating, Clerk

**Absent:** None

1. **To accept apologies for absence including those due to technical issues:** Cllrs Bird, Colbourne, TDC Cllr Fairley, ECC Cllr Andy Erskine
2. **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.** None.
3. **To confirm the minutes of the meeting of the RPPC held on 17 September 2020,** as previously circulated to all Councillors. Cllr Ramsay proposed and Cllr Ferguson seconded a motion that the minutes be signed as a true record with the motion carried. The Chairman is to sign the minutes retrospectively as a true record at the earliest opportunity of a meeting held in person.
4. **To acknowledge receipt of reports and to address any queries raised as circulated prior to this meeting:**
  - a) TDC Cllr Fairley submitted a report via email:
    - A120 closures and diversions; concerns of Sat Navs re-routing traffic through Ramsey, Wrabness and Bradfield are to be addressed with additional signage.
    - Request to call in planning application 20/00585/OUT – Land rear of Some View and Roberough Church Hill Ramsey (related application 20/01057/FUL) has gone in.
  - b) Parkeston Cemetery: Cllr Davidson reported on the current works on the maintenance of the Lodge:
    - Surveyor has carried out the 6 month check on the subsidence
    - The stone mason has carried out a risk assessment of headstones with a few minor issues raised that will be addressed.
  - c) Additional Landscaping works: a request to assist in both Parkeston and Ramsey playing fields to be aerated as additional works to the current contract on an annual basis, additional costs estimated £2k+6# was proposed by Cllr Lungley, seconded by Cllr Ferguson with all in favour
  - d) Planning Updates:

**Applications received:**

- Application No: 20/01181/FUL  
Proposal: Proposed retention of church and conversion of church hall to accommodate two, two bedroom apartments. (re-submission of 20/00267/FUL)  
Location: Methodist Church Hall Garland Road Parkeston Essex CO12 4PB  
Comments submitted by RPPC 30/09/2020:  
The view of the Ramsey & Parkeston Parish Council is to remain neutral, however would ask for it noted that the development as proposed for 2 flats is not exceeded.
- Application No: 20/01199/FUL  
Proposal: Proposed change of use from butchers shop to residential 2no. bedroom dwelling including ground floor extensions to rear.  
Location: 51 Garland Road Parkeston Harwich Essex CO12 4PB  
Comments submitted on behalf of the RPPC 30/09/2020:  
The view of the Ramsey & Parkeston Parish Council is to remain neutral in recognition of surrounding retail outlets overcoming the need for more localised shops and the change of use would prevent the building becoming a derelict site.

**Appeal received:**

Appeal Reference: APP/P1560/W/20/3253985

Appeal start date 13 October 2020

Application Reference: 19/01538/OUT (REFUSE)

Proposal: Outline application for development of site with four dwellings

Location: Land to The East of Stagecoach Stud Wix Road Ramsey

View of RPPC to application submitted 06 November 2019 (Neutral) *The Ramsey & Parkeston Parish Council have no objection to the application for 4 dwellings with no further development on the site, noting that the previous application in 2018 for 9 dwellings was refused.*

**Decisions received: None**



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- 5. Chairman's report:** Due to current Government guidelines restrictions at the Ramsey War Memorial Hall and lack of space at the Parkeston Community Centre dictates that future meetings will continue to be held virtually using ZOOM and will be continued to be monitored on a monthly basis.
- Councillor Training: EALC have announced the relaunch of the training via Zoom, dates have been circulated with all Councillors encourage to show their interest in booking the 2 day course via email to the Clerk. Cllr Wood showed an interest to be able to complete the training, already having done Day 1 and Cllrs Baalham and Kadlec to take the 2 day course.

Action: Clerk

**6. To discuss any projects for consideration in the new budget 2021/22 and agree a date for a separate budget meeting – proposed Thursday 3<sup>rd</sup> December 2020 at 7p.m.**

The Chairman explained that the purpose of this item is to encourage proposals to be registered for full debate at the budget meeting; until such time the Clerk is able to report on the TDC precept meeting to be held for Tendring Clerks on 5<sup>th</sup> November and clarification of devolution received, it would not be good practice to make any decisions. The Clerk has been asked to collate a register of proposals received for circulation and full debate at the budget meeting of the Council.

The deadline for submission of proposals for consideration, supported with explanatory notes and costings is Thursday 19<sup>th</sup> November and can be sent to either the Chairman or Clerk. A proposal to invite TDC Chief Executive, Ian Davidson, to join a meeting of the RPPC regarding devolution of services on 19<sup>th</sup> November was discussed with a decision to be made following the outcome of the TDC Clerk's meeting on 5<sup>th</sup> November.

- To assist in fly tipping reporting the purchase of a CCTV system that can be used throughout both wards was discussed with an appropriate camera sourced at £69.99 to be purchased from this year's waste management budget.
- Mental Health First Aiders: in the position of Councillor with interaction with residents who many are vulnerable and suffering during the restrictions of the COVID pandemic, Cllr Passmore proposed that those who feel it would benefit them should take the online training in relation to mental health. Both the Chairman and Clerk have taken this training and recommend all to follow suit. Proposed by Cllr Ferguson, seconded by Cllr Baalham the Clerk is to source a suitable course and costs that will be open to all Councillors.

Action: Clerk

**7. To agree accounts for payment as approved by the Chair/Vice Chair as previously circulated and to hear an update report in relation to the External Audit 2019/20:**

- The Clerk raised the issue of high expenses accrued due to items/services not able to be paid by bank transfers, therefore asked permission of the Council to apply for a debit card for online payments only; no cash withdrawals are to be made and authorisation of the use of the card will be done under the financial regulations of 2 signatories; proposed by Cllr Ferguson, seconded by Cllr Baalham with all in favour, an application for a debit card is to be submitted.

Action: Clerk

- Additional payment: The Clerk asked for permission to add the payment of the purchase of 3 Poppy Wreaths from the Royal British Legion to the current month's accounts for payment, total £51.00, proposed by Cllr Ramsay, seconded by Cllr Lungley with all in favour.
- Purchase of remote camera: to address constant issues of flytipping the request for approval to purchase a remote camera under the Waste Management budget, with signs to advise of CCTV in the area to be erected where used was proposed by Cllr Ferguson, seconded by Cllr Fay with all in favour.

Action: Clerk/Cllr Davidson



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06.10.20	2nd half receipt	35,554.00				<b>132,942.29</b>
15.10.20	L Keating				823.96	<b>132,118.33</b>
	HMRC				247.76	<b>131,870.57</b>
	HMRC				46.64	<b>131,823.93</b>
	L Keating				182.78	<b>131,641.15</b>
	L Keating				86.93	<b>131,554.22</b>
	E-On				187.90	<b>131,366.32</b>
	Veolia				35.94	<b>131,330.38</b>
	Veolia				59.17	<b>131,271.21</b>
	A&J Lighting				59.40	<b>131,211.81</b>
	James Todd				93.60	<b>131,118.21</b>
	Elcon Electrical				1,968.00	<b>129,150.21</b>
	Marvan's Landscaping				1,812.00	<b>127,338.21</b>
	PFK Littlejohn				360.00	<b>126,978.21</b>
	Royal British Legion				51.00	<b>126,927.21</b>
	L Keating				92.48	<b>126,834.73</b>
	Cemetery Lodge Rent			560.00		<b>127,394.73</b>
	Burial/memorials		218.00			<b>127,612.73</b>

Cllr Ferguson proposed the approval of accounts for payment as previously circulated, seconded by Cllr Lungley with all in favour. The Clerk reported that the Chapel Lodge rent continues to be received in line with the contract with the tenants.

- External Audit: the External Auditors' report is yet to be received. AGAR Audit (Coronavirus)(Amendment) Regulations 2020 have amended the deadline where the AGAR must be published from 30<sup>th</sup> September 2020 to 30<sup>th</sup> November 2020.

**8. To confirm the next meeting of the Ramsey & Parkston Parish Council is to be held under current guidance:**

Restrictions during the COVID crisis dictate the possibility of holding face to face meetings therefore a change of venue may not be avoidable:

19 <sup>th</sup> November 2020	Remote
3 <sup>rd</sup> December 2020	Budget meeting remote
21 <sup>st</sup> January 2021	Parkeston
18 <sup>th</sup> February 2021	Parkeston
18 <sup>th</sup> March 2021	Parkeston
22 <sup>nd</sup> April 2021	Parkeston

The Chairman closed the meeting at 8 p.m.