



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 18<sup>th</sup> March 2021 at 7 p.m.

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

**Also Present:** TDC Cllr Fairley

**Clerk:** Lin Keating, Clerk

**Absent:** Cllr Colbourne

1. **To accept apologies for absence:** Cllr Fay
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 18<sup>th</sup> February 2021,** 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) Special Constable funding information for consideration: Cllr Lungley reported on the information previously circulated and on his meeting regarding the scheme that is aimed at Parish and Town Councils. Expenses to the councils are to a maximum of £1000 giving presence of a PCSO for 16 hours per month. For further information Cllr Lungley is to contact Witham Council and Cllr Fairley to contact Little Clacton council, both who are active with the scheme to bring to the next meeting for further discussion. Interest was shown by Councillors present to introduce the scheme into the RPPC district.

Action: Cllrs Failey and Lungley
  - b) Cllr Davidson reported on a meeting held with Cllr Bird regarding the park in Clayton Road that still proves problematic with no insurance cover believed to be in place; it was agreed to recommend the area remains closed.
  - c) Cllrs Ferguson and Davidson attended a meeting with the letting agents of Emperor House to address safety issues; the issues of refuse collections has now been addressed by Tendring District Council. Cllr Passmore asked Cllr Ferguson to email a report to all to be able to support the concerns for residents of the property.

Action: Cllr Ferguson

**5. Planning Updates:**

- a) **Applications received:** None
- b) **Decisions received:**
  - Application No: 20/01181/FUL  
Proposal: 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  
Delegated Decision: Approval – Full 15.02.2021

**6. Chairman's report:**

Due to current Government guidelines restrictions at the Ramsey War Memorial Hall and those 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.

- a) Casual Vacancy Parkeston Ward: the notice of the vacancy has been published on 28<sup>th</sup> February 2021 awaiting confirmation of the need to co-opt from Tendring District Council; due date 18<sup>th</sup> March 2021
- b) LED lighting programme
7. **To adopt the Statement of Internal Control 2021/22:** as circulated to all members Cllr Kadlec proposed and Cllr Davidson seconded with all in favour; motion carried for the Chairman to sign the document retrospectively as a true record at the earliest opportunity of a meeting held in person.
8. **To receive a finance report against budget year ending 31<sup>st</sup> March 2021 and consider any donations from grant funding 2020/21 budget as received and those considered annually:**

The Clerk gave an overview of the year's spend and income over the year that has proved successful with spend on projects as proposed carried out.

The annual donations, other than MacMillans in memory of T/L Suzanne Howe, ex Parish Councillor and Lads Needs Dads charity that local support young men without father figures in their lives were proposed by Cllr Davidson, seconded by Cllr Ferguson with all in favour. The Clerk was given authority to add the donations for payment in this month's figures:



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- MacMillan - £50
  - Lads Needs Dads: £300
  - Ramsey War Memorial Hall – Christmas Party: £500
  - Parkeston Welfare Park – Christmas Party: £500
  - Essex Air Ambulance: £500
  - Harwich and District Community First Responders: £500
- a) Internal Audit: Trevor Browne CPFA has accepted the appointment to undertake the internal audit for the year ending 31 March 2021.
- b) ICO: Information Commissioner's Office, Data Protection registration certificate No: Z3600731 has been updated with an expiry date of 22<sup>nd</sup> April 2022 and published on the council's website.

**9. To agree accounts for payment as approved by the Chair/Vice Chair as previously circulated.**

18.03.21	L Keating	Net Pay March			1,160.08	<b>112,718.91</b>
	HMRC	Clerks tax/NI			406.28	<b>112,312.63</b>
	HMRC	Employers NI			115.09	<b>112,197.54</b>
	L Keating	March Expenses			72.74	<b>112,124.80</b>
	Veolia	Waste Management			28.00	<b>112,096.80</b>
	Veolia	Waste Management			34.82	<b>112,061.98</b>
	E-on	Supply			175.37	<b>111,886.61</b>
	Autoprint	Printing Service			144.00	<b>111,742.61</b>
	Marvan's Landscaping	Contract			636.00	<b>111,106.61</b>
	Accent Stationers	Stationery			105.16	<b>111,001.45</b>
	A&J Lighting	Contract			59.40	<b>110,942.05</b>
	Cllr E Ramsay	Councillor's Allowance			516.00	<b>110,426.05</b>
	Cllr R Passmore	Chair's Allowance			650.00	<b>109,776.05</b>
	Cllr T Ferguson	Councillor's Allowance			516.00	<b>109,260.05</b>
	Cllr M Kadlec	Councillor's Allowance			516.00	<b>108,744.05</b>
	Cllr B Davidson	Councillor's Allowance			516.00	<b>108,228.05</b>
	G and A Turf	Landscaping			210.00	<b>108,018.05</b>
	Classic Memorial Benches Balance	Project			2,581.00	<b>105,437.05</b>
	Homeview Surveillance	CCTV			96.00	<b>105,341.05</b>
	Mr Tip It	Waste Management			140.00	<b>105,201.05</b>
	James Todd	Wages service			93.60	<b>105,107.45</b>
	Lads Need Dads	Donation			300.00	<b>104,807.45</b>
	Ramsey War Memorial Hall	Donation			500.00	<b>104,307.45</b>
	Parkeston Welfare Park	Donation			500.00	<b>103,807.45</b>
	Essex Air Ambulance	Donation			500.00	<b>103,307.45</b>
	Harwich Community 1st Responders	Donation			500.00	<b>102,807.45</b>
	ICO Data Protection register	Renewal registration			40.00	<b>102,767.45</b>
	MacMillan	Donation			50.00	<b>102,717.45</b>
	Cemetery Lodge Rent			560.00	0.00	<b>103,277.45</b>
	Burial/memorials	Plot 154	308.00		0.00	<b>103,585.45</b>

Cllr Ramsay proposed the approval of accounts for payment as previously circulated, seconded by Cllr Davidson with all in favour.



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**10. To confirm the next meeting of the Ramsey & Parkeston Parish Council is to be held in line with current Government guidance<sup>1</sup>.**

**Confirmed meeting dates and proposed venues 2020/21 and receive dates proposed for the year 2021/22 as in shaded area below:**

15 <sup>th</sup> April 2021	Remote via ZOOM
20 <sup>th</sup> May 2021	Annual meeting at 6 p.m. followed by reduced meeting – Parkeston/Remote
17 <sup>th</sup> June 2021	Parkeston
15 <sup>th</sup> July 2021	Ramsey
16 <sup>th</sup> September 2021	Ramsy
21 <sup>st</sup> October 2021	Parkeston
18 <sup>th</sup> November 2021	Parkeston
13 <sup>th</sup> January 2022	Parkeston
17 <sup>th</sup> February 2022	Parkeston
17 <sup>th</sup> March 2022	Parkeston
21 <sup>st</sup> April 2022	Assembly at 6.45 p.m. followed by meeting Ramsey

The Chairman closed the meeting at 7.35p.m.