**Present:** Cllrs Davidson, Kadlec, Passmore, Norgan, Ferguson, Stanford, Fay, Wogan, Priestnall.

**Also Present:**

**Clerk:** Teresa Le-Blanc

**Absent:** Cllrs Smith, Bird, Land

1. **Chairman’s welcome at 7.15pm**
2. **To accept apologies and reasons for absence:** Cllr Smith has sent apologies, he has started a new medication which is making him unwell, Cllr Bird has also sent his apologies as he is in hospital.
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:** None declared
4. **To allow public participation - 15 minutes – Members of the public are able to express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe, but not comment upon, the rest of the meeting:** No public attended.
5. **To confirm the minutes of the RPPC Meeting held on 19th June 2023:** Confirmed as a true record and signed by Cllr Davidson.
6. **To receive a report from Essex County Councillor Daniel Land.** Cllr Land is not at the meeting and has sent no report.
7. **To receive a report from Tendring District Councillors Tanya Ferguson and Bill Davidson**.

Cllr Ferguson report - Nothing to comment on, Ramsey Councillors, please can you let Cllr Ferguson know if there is anything she can help with, Cllr Passmore mentioned Potholes, in Ramsey, Cllr Davidson advised to take a photograph and send them to himself, Cllr Ferguson and Cllr Land and together they will get it sorted. Clerk to minute any actions for Cllr Ferguson.

Action: Clerk/Cllr Ferguson

1. **To receive a report from the Clerk and Councillors activities:**
2. Clerk’s Report –

* Website – PC IT Help were unable to restore our original website but have copied and improved it, clerk is still having some issues adding new documents but this is in the process of being resolved. Noted
* Audit – AGAR has been signed and sent off to external auditors and clerk has not heard from them as yet. Noted
* Memorial Application received, money has been received and is in the account. Noted
* Memorial money received from Cllr Kadlec in cash, clerk is unable to pay in this money as to pay in cash requires a PIN number which she does not have, is council happy for clerk to pay the money in electronically from her private bank account? To be discussed and resolution made. All councillors in agreement that this will be fine but clerk must ensure there is a reference on the payment.
* Internal audit report sent, we have failed on 2 x counts, appropriate accounting records and risk assessments, PC Help IT have been tasked with organising for accounting software as the excel sheet previously used for accounting is no longer working effectively, financial risk assessment is in progress, memorial and cemetery risk assessment is also required. Noted.
* Poppy Wreaths – I have been contacted by the contact Lin used for poppy wreaths, asking if we require 3 x wreaths this year – to be discussed and agreed. Proposed Cllr Ferguson, seconded by Cllr Passmore, unanimously agreed make it a standing order

Action: Clerk.

* Correspondance: Bank statement received, along with an email from MOP asking about Adelaide street parking again, no news received from TDC Nothing more we can do.

1. Ramsey Councillors Report: there is a ditch/potholes in Ramsey causing issues Cllr Passmore was advised to take photographs and report to ECC via Cllr Land.
2. Parkeston Councillors Report:

* The bollard over the entrance of Jubilee Park has been knocked over by a car, kissing gate is needed, can the council contribute – to be discussed and resolution made. Proposed by Cllr Passmore, seconded by Cllr Ferguson for Cllr Davidson to get quotes
* The fence around the old shell garage in Parkeston has come down and children are able to get in there. – Cllr Davidson called the Council to contact the owner and nothing has happened.
* Trees around Railway Club are too Large, Cllr Davidson has been quoted £600.00/day to trim and clear – Colchester City Council will do private work cheaper.

1. Parkeston Cemetery Report:

* Cllr Davidson has been in contact with the stonemason, about a war memorial for the cemetery, they will etch a tommy soldier and ww1/ww2, to be added to the lynchgate.

The memorial will come to no more than £2,000 installed, with a Tommy Soldier and all the wars – funding agreed last meeting. Meeting required of cemetery committee to work out placement of memorial, Cllr Davidson to organise meeting on Whatsapp, he is also planning a leaflet for the cemetery.

* Funeral in August, Chapel needs to be cleaned up as dusty, Cllr Passmore has agreed to assist.
* Risk assessment required for the trees in the cemetery, surveyor found and they have quoted £350 + VAT and any work required is extra – Proposed by Cllr Ferguson, seconded by Cllr Stanford.

1. **Planning Updates:**
2. **Applications received for consultation/information:** None received.

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1. **Applications considered by the Planning Sub Committees since the last meeting:** None
2. **Decisions received** – For information only:

* **Application No:** 23/00804/WTPO Approval – Full 05.07.2023 Delegated Decision

Proposal: Proposed replacement overground pipework to trenched pipework in TPO area. Decommission of existing Braithwaite tank and redundant pipework Works will effect tree roots.

Location: Petrochem Carless Ltd, Refinery Road, Parkeston, Harwich, Essex, CO12 4SS – Noted.

1. **Newsletter:**

Newsletter has been agreed and is in the process of being restarted, RPPC will contribute financially and with a section to be written by RPPC, distribution in Ramsey still to be organised.

4 advertisers have already signed up, we will produce it quarterly. Ramsey is a huge area, previously the Parkeston newsletter was left in the library, old peoples homes Dr’s etc which worked well, Cllr Bird may be able to deliver in Clayton Road area, can the rest of Ramsey be left in shops etc as it is such a big area?

Cllr Davidson has found a new printer. It will be Parish Council news, Welfare park news and Ramsey War Memorial Hall news there are 2 x writers on board, 1 x wildlife photographer, there will also be a section for Ramsey and Parkeston football, Cllr Passmore requested a Dock River section, it will need a sub committee required to work on it as it seems to be growing which the clerk has volunteered to help with as she previously worked within the publishing/print industry. Clerk to add to next agenda, aiming for release before remembrance Sunday.

Action: Clerk

1. **Speed Awareness Signs:** A MOP has been chasing this up. Cllr Land did confirm that it is a complicated process but we need a meeting with Cllr Land to help with logistics as it will require markings in the road – Set up meeting with Cllr Land – Cllr Davidson will contact Cllr Land and set up a meeting, Cllr Wogan has been investigating mobile speed awareness signs, Clerk to add to next agenda.

Action: Clerk

1. **Chairman’s report:**Everything has already been covered previously.
2. **Finance:**
3. To agree accounts for payment as approved by the Chair/Vice Chair as previously circulated. Agreed and signed off by Cllr Kadlec and Cllr Fay plus the Chair Cllr Davidson.



1. Hiscox Insurance renewal documents received, renewal required by 1st October 2023. Clerk to check with Hiscox that subsidence will not increase insurance renewal.

Action: Clerk

1. **Matters to be raised by members for the next agenda:**

* cross council working parties it may cut down work if we work with other councils. Add to next agenda**.**

Action: Clerk

* Boundery changes Wix, little and Great Oakley are all under Clacton, one side of Mayes Lane is Clacton, the other side is Ramsey, Frating and Elmsted are also Clacton, funding will be different – add to next agenda.

Action: Clerk

* Emergency plan leaflet – Clerk to add to next agenda

Action: Clerk

1. **To agree the next meeting of the Ramsey & Parkeston Parish Council is to be held on Monday 18th September 2023 at 7.15pm in the Parkeston Community Centre.** All agreed
2. **Meeting closed at: 8.10pm**

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| **Monday, 15th May ‘23** | **Parkeston Community Centre, Hamilton Street, Parkeston** | **Annual Council Meeting at 7.15 p.m. followed by meeting** |
| **Monday, 19th June ‘23** | **7.15 p.m.** |
| **Monday, 17th July ‘23** | **7.15 p.m.** |
| **Monday, 18th September ‘23** | **7.15 p.m.** |
| **Monday, 16th October ‘23** | **7.15 p.m.** |
| **Monday, 20th November ‘23** | **7.15 p.m.** |
| **Monday, 15th January ‘24** | **7.15 p.m.** |
| **Monday, 19th February ‘24** | **7.15 p.m.** |
| **Monday, 19th March ‘24** | **7.15 p.m.** |
| **Monday, 15th April ‘24** | **Assembly at 6.45 p.m. followed by meeting** |