



Minutes of a Meeting of the Ramsey & Parkeston Parish Council held in the Parkeston Methodist Church Hall, Garland Road, Parkeston on Thursday 19th January 2012 at 7.00 p.m.

Present: Cllrs Colbourne, L Donn, M Donn, Elmer (Chair), Singh, Smith, Stertz

1. **To accept apologies for absence:** Cllrs Prior, Ramsay, Sheers, ECC Skeels, Harwich Police
2. **To receive a report from Essex Police: information only**
Report to December 2011 was tabled and discussed with no major issues raised.
3. **Members Declaration of Interest in items on the agenda: Members joining the meeting part way through should wait for the next agenda item before joining any discussion/debate and declare any interest on any of the remaining agenda items.**
4. **To receive a presentation on The Energy Skills Centre at Harwich: Mr Gary Horne, Director of Finance and Operations, Colchester Institute**

Mr Horne gave a PowerPoint presentation on the new Centre expected to be open for Easter 2012. The project has the aim to deliver relevant training to meet the current needs of local employers and the future needs of offshore wind manufacturers and has secured a memorandum of understanding with Harwich International Port and full support from the Harwich and Dovercourt High School.

- Hamilton House; half of the building to be refurbished with funding secured circa £400k to include an engineering workshop, IT suite and supporting facilities. Soundproofing to protect neighbouring properties being given high priority.
Cllr M Donn raised disabled access: Mr Horne to take back to designers as he believes this has been overlooked.
- Curriculum on offer:

	2011-12	2012-13	2013-14
FE Cohort	15	30	45
Apprenticeships	10	45	50
Pre-Apprenticeships	10	40	40
14-16 Schools Delivery	15	30	30
Unemployed Programmes (sbwa, Skills Conditionality)	40	80	80
Full Cost (Company Training)	24	48	48
Totals	114	273	293

- Staffing of centre to involve new employment opportunities under the Colchester Institute.
- Planning application approval is in process with a 25 year lease agreed on the building.

The Chairman thanked Mr Horne for his presentation and full support for the project was shown from all Members [a full copy of the presentation is available from the Clerk].



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5. **To hear questions from members of the public: 15 minutes allowed. None present.**
6. **To confirm the minutes of the RPPC meeting held on 17th November 2011**
Cllr M Donn proposed and Cllr Singh 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 receive any announcement by the Chairman:**
The Chairman thanked Cllr L Donn for organising the Christmas meal that was thoroughly enjoyed by all.
 - a) Training opportunities – EALC are offering in house covering a choice of modules. To be booked for all councillors and the clerk from 2011-12 budget with a view to hold the training mid-May.
Action: Clerk
 - b) An invitation to the Pride of Tendring Award New Years Honours 2012 received was passed to the Vice Chairman, Cllr M Donn to attend with Cllr L Donn in place of the Chairman. Acceptance to be confirmed to TDC.
Action: Clerk
8. **To hear a report on actions taken by the clerk and members as agreed at the last meeting**
 - a) Neighbourhood Network meeting: 07/12 cancelled. A new date with the view to invite the Planning Portfolio Holder, Carlo Guglielmi, to be arranged.
Action: Clerk
9. **To consider any Planning issues received to the meeting date:** None received.
Walbeth, Ramsey: Breach of planning conditions: Cllr Colbourne reported on correspondence from TDC enforcement officers who have followed up the complaint of a caravan being used as residential on the boundary of the property. The outcome was no breach of planning was found and no further action to be taken by the enforcement officer.
10. **To receive a report regarding the Parkeston Cemetery.**
 - a) Increased prices effective 01/04/12, as agreed in the 2012/13 budget for burials and memorials, are to be advised to all undertakers. A letter to the tenants of the Cemetery lodge to give notice of the increase in rent to be issued with the terms and conditions of the rental agreement to be revised.
Action: Clerk/Chairman
 - b) To advertise the cemetery an 4, tri-fold brochure will be produced[quote received circa £60/250 copies] . Content to be considered for approval.
 - c) Action: Clerk/Cllrs Elmer, M Donn, Singh
 - d) Long term project to plant east end boundary was discussed at length. Costing to be sourced for the planting of laurels along the full length of the boundary.
Action: Cllr E Ramsay/Clerk
 - e) No damage suffered during recent high winds
 - f) Tree stump to be removed
 - g) Handy man emptying bins and monitoring the cemetery on a weekly basis has proved successful.
11. **To receive a report regarding the Ramsey War Memorial Hall/Playing Field:**
Cllrs L Donn and Cllr Smith reported:
 - a) Bookings for January are proving to be higher than predicted.
 - b) New door now fitted with help of donation from RPPC.
 - c) Windows are being replaced through self funding.
 - d) Grants are being sourced to resurface the car park and update heating systems.
 - e) Vacancies for Committee members are being advertised; any Councillor interested to join the committee should contact Cllr Smith or Cllr L Donn.
 - f) Committee members dwindling: active members needed advertising at present.
 - g) Playing field – 3 teams at present, £90 income per month payable to the field account.



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12. To receive a report regarding the Welfare Park.

Cllrs M Donn and Cllr Stertz reported:

- a) New gates are now fitted to the entrance of the park.
- b) Open day was a huge success; Cllr Prior and the committee were commended for the day and hard work building up to the occasion.
- c) Community payback team have completed the concrete pathway over 60mtrs with an extension to the pathways from the MUGA to the shelter being considered.
- d) All current accounts are up to date. The Clerk reported that the S106 funding from Parkeston House planning application, as requested by RPPC to be made available to the Welfare Park, will be paid to the RPPC account as directed by TDC. The amount advised [£17,077], once received, will be paid directly from the RPPC account to the Welfare Park account by cheque, this transaction will be reflected in both sets of accounts.

Action: Clerk

13. To receive a report on the Community Pay Back Scheme.

- a) Potential £16k available through the scheme to use by the end of the financial year; Cllr M Donn asked for any projects to be put forward as soon as possible.
- b) The team have cleared the fence boundary of the RWMH car park and are renovating the fence.
- c) The team currently consists of 2 painter & decorators who will be tasked to paint the RWMH, hall area.

14. To receive a report from the Transport Representatives

15. Ramsey:

- a) A survey of street nameplates carried out by Cllr Singh, Ramsay and has been presented to Highway Rangers requesting maintenance.
- b) Hedge reported as encroaching on the highways outside Page Butchers, Ramsey has been trimmed back satisfactorily.

16. Parkeston:

- c) Following the survey of street nameplates submitted to the Highway Rangers for maintenance there is some evidence of work being done. An update of the full all requests to be carried out.
- d) Action: Clerk
- e) Subsidence outside 43 Garland road; Cllr Smith has reported to the problem to Highways.
- f) Concerns of lorries parking in Refinery Road causing congestion is being address by Cllr Smith with Carless Petroleum Ltd.
- g) A120: an email received from Cllr McLeod (Chair Environment and Highways) Harwich requesting the RPPC to be involved in a campaign to upgrade the road was discussed at length together with the history of campaigning by the RPPC/TDC. A reply to request further information of intended actions is to be made.

Action: Clerk

17. To receive reports from Councillors attending other meetings:

- a) TDLC meeting – Cllr M Donn attended 23/11 no issues to report.

18. To receive any correspondence for action/information not covered elsewhere:

Planning Road Show: 20th January, hosted by Arlesford Parish Council, information only.

19. 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 unless otherwise agreed by the Chairman.

- a) Cllr M Donn: 'Harwich Echo' sample copy to be sent with the agenda for the next meeting for discussion.

Action: Clerk



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20. To agree accounts for payment. [Double payments relate to December and January]

L Keating (Dec /Jan Salary)	715.75/894.69	Harwich Tool Hire (1 tonne Salt)	439.98
E-On [Dec/Jan]	79.31/ 79.31	B.T.	111.32
Acumen Wages Dec/Jan	21.00/21.00	W G Elmer (Chairs Tel Allowance)	63.00
Landscape Sers [Dec/Jan]	156.00 / 456.00	A&J Lighting [Dec/Jan]	50.74/50.74
R Burnell [small projects Cemeter]	90.00		

21. To confirm that the next meeting of the Ramsey & Parkeston Parish Council will be held on Thursday 16th February 2012 in the Parkeston Methodist Church Hall, Garland Road at 7.00 p.m.

The Chairman closed the meeting at 9.00 p.m.