



Minutes of the meeting of the Ramsey & Parkeston Parish Council held in Hamilton House,
Station Road, Parkeston on Thursday 15th May 2014 at 6.30 p.m.

Present: Cllrs Elmer (Chair), L Donn, M Donn, Ferguson, Howe, Passmore, Singh, Smith, Stertz

Also Present: Lin Keating (Clerk)

1. **To accept apologies for absence:** Cllr Colbourne, ECC Cllr Erskine
2. **To receive a report from Essex Police: information only**

The report received for April 2014 was circulated and discussed: stats for the month showed 78 incidents and 11 crimes recorded against 49 incidents and 14 crimes for the same period of the previous year.

Crimes recorded during April 2014 were reported to be consisting of : Non dwelling burglary x 3 [shed in Tyler Street and 2 in Ramsey]: 4 x Criminal Damage to vehicles in Ramsey [Clayton Road, The Street and Stour Close]: Public Order in Clayton Road: Threats in Ramsey: Theft of pedal cycle at Harwich International Port.

The problem of 'mini motorbikes' in Parkeston is being address by the Police with contact made with HIP; their reaction to a request made for the field on Refinery Road next to the DSV offices to be fenced off was negative with the reason given of no funding available. To gain further support the Police have advised residents to keep a diary of incidents to take to HIP.
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 report from Essex County Councillor Andrew Erskine: nothing received.**
5. **To receive a report from TDC Councillor Tony Colbourne: nothing received.**
6. **To hear questions from members of the public: 15 minutes allowed. None Present**
7. **To confirm the minutes of the RPPC meeting held on 17th April 2014**

Cllr Howe proposed and Cllr L Donn 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.
8. **To confirm the minutes of the Annual Meeting of RPPC meeting held on 1st May 2014**

Cllr Singh proposed and Cllr Stertz 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.
9. **To confirm the minutes of the Planning meeting of the RPPC held on 23rd April 2014 in relation to 14/00319/OUT [Former Primary School, Wix Road, Ramsey] Cllr L Donn proposed and Cllr Stertz 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.**
10. **To receive any announcement by the Chairman:**
 - a) **Dovercourt Recycling Centre:** the concerns of the proposed closure of the site was discussed at length; a letter of strong objection is to be submitted via ECC Cllr Erskine and contact to be made with neighbouring councils for support of the objections.

Action: Clerk
 - b) **TDC-Veolia Refuse Collection Contract:** following an unsuccessful bid by the Clerk and Chairman to obtain a copy of the current contract in place Cllr Colbourne, in his role as District Councillor is formally requested to take the request forward to TDC.

Action: Cllr Colbourne
11. **To hear a report on actions taken by the clerk and members as agreed at the last meeting:**

Nothing not covered elsewhere
12. **To consider any Planning issues received to the meeting date:** None received
13. **To receive a report regarding the Parkeston Cemetery:**

Cllr M Donn reported:

 - **Mock Glass Windows:** a quote for a further 2 windows to be upgraded is in hand
 - **East Boundary:** a problem over the recent Bank Holiday with the Oak Tree [TPO no.20] being cut by contractors accessing the cemetery that is within the boundary of a property on the boundary of the cemetery has been addressed by Cllr M Donn with the contractors. No damage to the laurels or cemetery land reported. TDC are considering action against the landowner over actions carried out without planning permission.



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- **Additional Water Butt:** purchase of an additional water butt was proposed by Cllr L Donn, seconded by Cllr Howe with all in favour.
- **Lifting of Trees:** situated at the entrance of the cemetery is to be arranged with the landscape contractor.
- **Headstone Risk Assessment:** to be carried out Wednesday 28th May at 6.30pm all welcome to assist; those present available to attend: Cllrs Elmer, Singh, Stertz, L Donn, M Donn and Clerk.

14. To receive a report regarding the Ramsey War Memorial Hall/Playing Field:

Cllr L Don reported that the next meeting of the committee is to be held early June.

15. To receive a report regarding the Welfare Park:

Cllr Stertz reported:

- a meeting of the new committee has been held with a rosta being drawn up to have the park gates lock between dusk and dawn daily.
- Signage for the park closure and No dogs and No flytipping are to be source
- Additional litter bins are to be purchased
- Re-planting of planters is to be done with access to petty cash for materials
- A record of crimes is to be held until a decision of CCTV is made; a site meeting has been arranged with John Hills, Essex Police CCTV Liaison Officer on Tuesday 20th May, following which contact will be made with Surya Rice with a request for their assistance in being able to erect cameras on their building.

Action: Clerk/Cllr Singh/Cllr M Donn

- Banking: Cllr Elmer has carried out an Audit of the current accounts showing a current balance of £17275.29. Cllr Stertz has now been made the second signatory on the account along with the Clerk. An amount of £200 has been agreed to be held by Cllr Elmer for Petty Cash items. Recording of expenditure/income and insurance cover remains the responsibility of the RPPC.
- A renewal proposal for insurance has been received; current policy expires 8th July 2014. An alternative quote from AON is to be sourced to compare that currently with Zurich.

Action: Clerk/Cllr Stertz

- Rospa inspections are currently on an automatic programme where a visit is made annually and a report received; copy of the current report to be made available to the committee.

Action: Clerk

- The next meeting of the committee is scheduled 31st May 2014 at the Railway Club.

16. To receive a report regarding the RPPC newsletter:

The first edition of the RPPC has been circulated to all households in both wards; no feedback has been received although felt it has been successful in reaching residents due to the well attended public meeting on 5th April in relation to the Welfare Park that was advertised in the newsletter. The newsletter is to be a bi-annual publication; proposed to coincide with the Annual meeting in May and the Budget meeting in November. The proposal was moved by Cllr Smith, seconded with Cllr Stertz with all in favour.

17. To receive a report regarding Parkeston Neighbourhood Watch: No further information

18. To receive a report from the Transport Representatives:

A concern raised at the last meeting in relation to the proposed decrease in buses within the area has been investigated with First Group; no response received to date. Further contact is to be made with First's Customer Services Manager Mr Ray Winnett.

Action: Clerk/Cllr Smith

a) **Ramsey:**

- Cllr Smith has reported a pot hole situated outside the RWMH and has been marked for attention.



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- Cllr Howe continues to fight for a repair to a deep pot hole in Wix Road, originally reported 18/03.

Cllr M Donn reported that TDLAC are in the process of reviewing the highways maintenance contract circa £10m as the current contractors have failed to accommodate the demand of repairs/maintenance.

A letter of protest is to be submitted to ECC Highways from the RPPC in relation to the lack of response to reports and actions taken to address pot holes in all areas. Advice to be sought from ECC Cllr Erskine for the best contact point is to be requested.

Action: Clerk

- Cllr Elmer reported that he has tried to make contact with Mike Badger to address problems in both wards:
Ramsey:
 - overgrown hedges in The Street, Lucas Cottages to Stage Coach Livery
 - verges at the bottom of Church Hill
 - verges along Mayes Lane towards Dovercourt
 - potholes in The Street
 - broken pavement along The Street

Parkeston:

- pothole Garland Road/Hamilton Street junction
- overgrown vegetation from St Pauls Church to the A120 roundabout along the eastern side of Station Road
- broken street sign at junction of Adelaide Street/Garland Road

All the above issues are to be put to Mike Badger formally via email.

Action: Clerk

- **Parkeston House:** the ongoing issues of broken windows and reports of children in building has been raised by Cllr Elmer with Tim Clarke, TDC Street Scene Manager with the aim to arrange a site visit.

19. To receive reports from Councillors attending other meetings:

- a) **Carless:** Cllr Stertz reported that:
 - drivers parking overnight near the site has now been resolved.
 - School visits have increased in their work experience programme
 - Now merged with a German company; no changes are expected
 - Installation of solar energy equipment is being considered
 - Beach Clean Up; date to be confirmed
- b) **TDC Tourism Committee:** Cllr Ferguson has now made contact with Mark Platt, Portfolio Holder for Tourism to gain information on future meetings.

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

- a) Copies of the revised documents were distributed to all present:
 - RPPC Councillors Contact Details (as made public)
 - RPPC Standing Orders
 - RPPC Code of Conduct
 - A Guide to Parish Council Meetings

Copies to non-attendees will be issued with these minutes.

Action: Clerk

- b) **Ramsey War Memorial Hall:** application for funding: Cllrs L Donn, Howe, Passmore and Smith declared a disclosable pecuniary interest in this matter and left the meeting room. The letter received was written by the sub-committee of the RWMH committee with a request for funding towards the replacement/addition of play equipment in the RWMH Playing Field. A lengthy discussion followed with the following points raised:



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- No clear amount of funding required was detailed
- No details of the plans were explained nor supported by quotes sources
- The request was not supported by a full set of current accounts in relation to both the hall and playing field
- Unsure of the full committee of the RWMH being in support of the request as no minutes of such received.
- Unsure of any powers of any sub-committee to act independently of the full committee deemed as The Charity.

Cllr M Donn proposed and Cllr Ferguson seconded a motion that a response to be sent to the request asking for all above points to be addressed and a formal application to be submitted through the RWMH Committee, with all in favour.

Action: Clerk

Cllrs L Donn, Howe, Passmore and Smith re-joined the meeting.

- c) St Michael's Church, Ramsey; application for funding.

The letter received from Val Wrycraft, Treasurer, was for funding towards the purchase of a ride on mower for cutting the churchyard grass and car park; the amount of £1500 was suggested to be the cost of a second hand machine.

Cllr M Donn reported that the Payback Team had been used regularly for such work and proposed this would be best practice for the future. Cllr Smith proposed that the suggestion by Cllr M Donn to be put to the Church and to reject the request for funding, seconded by Cllr Stertz with all in favour.

Action: Clerk

- 21. 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.**

- 22. To agree accounts for payment:**

E-On	78.83	A&J Lighting	161.94
Landscape Services	708.00	L Keating Salary/expenses	815.02
Acumen Wages Sers	22.20	CVST Affiliation	25.00

- 23. To confirm the next meeting of the Ramsey & Parkeston Parish Council will be held on Thursday 19th June 2014 in Hamilton House, Parkston at 7.00 p.m.**

The Chairman closed the meeting at 8.45 p.m.