



Minutes of the meeting of the Ramsey & Parkeston Parish Council held on Thursday 17<sup>th</sup> March 2022 in the Parkeston Community Centre, Hamilton Street at 7.15 p.m.

**Present:** Cllrs Davidson (Chair), Tuck, Norgan, Bird, Ferguson, Smith, Passmore

**Also Present:** Mrs K Baalham

**Clerk:** Lin Keating

**Absent:** None

1. **To accept apologies for absence:** Fay, Farley, Lungley, Land, Wogan
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 the 17<sup>th</sup> February 2022**  
Cllr Tuck proposed and Cllr Kadlec 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.
4. **To receive a report from Essex County Councillor Daniel Land:**
  - Street Lighting: lamps situated at Morrison's roundabout have been repeatedly reported as being on permanently; Cllr Land is to again follow up on the defect reports
5. **To receive a report from Tendring District Councillors Zoe Fairley and Bill Davidson**  
TDC Cllr Fairley:

- All District councils will be getting £1000 from TDC to help towards events around the Jubilee, with £400 going to each Parish council.
- Following donations to the Salvation Army money – forms will be sent off in the next couple of days.

TDC Cllr Davidson:

- 60 chairs have been located for hire for the Jubilee celebrations in Parkeston
  - The sink hole in Garland road has been reported to highways as urgent and they are on the scene as we speak.
  - Kinder transport held a tree planting in Jubilee Park in recognition of refugees.
6. **To receive a report from the Clerk and Councillors activities:**
    - a) Parkeston Cemetery Update:  
Cllr Ferguson:

Sub committee meeting main points:

- Parts of the cemetery allocated for cremations to be extended by around 50% to be reviewed as years go on.
  - Memorial plaques looked at to go up in the chapple. The original idea of memorial bricks was looked into due to the cost. A slate plaque was discussed and a sample plaque was ordered. This can be fixed to the wall at a one off cost of £60 fitted, with no ongoing costs.
  - To update brochure in order to get advertising for future events in the chapple.
- b) Councillors' Training: the following training has been booked, all Councillors are encouraged to take the opportunity in attending training delivered by the EALC in all matters relating to council matters:
    - Introduction to Planning – 11<sup>th</sup> May (ZOOM) – Cllr Norgan
    - Law & Procedures – 9<sup>th</sup> June (Gt Dunmow) – Cllr Norgan
    - Cemetery Management & Compliance – 4<sup>th</sup> & 5<sup>th</sup> October (ZOOM) – Cllr Davidson

Cllr Passmore and Cllr Ferguson requested to attend the cemetery course.

Follow up on Cllr Tuck training course request.

7. **To allow public participation: 15 minutes** None

#### 8. **Planning Updates:**

- a) **Applications received for consultation/information:** None
- b) **Applications considered by the Planning Sub Committees since the last meeting:** None
- c) **Decisions received: For information only**

- Application No: 22/00233/TCA  
Proposal: 1 No. Robinia (False Acacia) – remove  
Location: 4 Lucas Cottages The Street Ramsey

Approval Full – 02.03.2022 Delegated Decision

- Application No: 20/01798/FUL  
Proposal: construction of thirty houses and associated parking, access and landscaping. This application seeks to modify the existing planning consent (19/00406/DETAIL) in terms of layout to comply with Essex Highways Technical Standards  
Location: Land rear of Una Road Parkeston

Approval Full – 25.02.2022 Committee Decision

Application No: 19/00815/DETAIL

Proposal: Reserved matters application (access, appearance, landscaping, layout, scale) pursuant to Outlined Approval 14/01431/OUT, dated 8 June 2016) for the development of site to create employment units, cafe / restaurant units, public house, drive thru restaurants, cinema, hotel, 259 dwellings, landscaping, open space & associated means of access, internal estate roads and car parking (Reconsultation - revised drawings received 07/12/2021).



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 Location: Land East of Pond Hall Farm Stour Close Harwich  
 Approval – Reserved Matters/Detailed – 07.03.2022 Committee Decision

Cllrs would like to reinstate their previous comments with regards to Stour Road development.

**9. Chairman's report:**

Nothing of interest to report.

**10. Finance:**

- a) To agree accounts for payment as approved by the Chair/Vice Chair as previously circulated.
- b) To receive a finance report to year end 31<sup>st</sup> March 2022.

The report as previously circulated proves a good year in control of the budget with an overall underspend of 2%; this has been reached in taken into consideration the proposed spend under projects of £3,000 to support the Queen's Platinum Jubilee celebrations as agenda item 10d) below.

The VAT refund claim has been submitted for £7,630.97, yet to be received in bank.

It is estimated the balance to carry forward to 2022/23 to be £106,467, in par with £103,585 carried forward in 2021/22.

The next step is to prepare for the year end internal and external audits, dates to be confirmed.

- Clerk's Salary: The National Association of Local Councils has been informed that the National Joint Council for Local Government Services (NJC) has agreed the new rates of pay applicable from 1 April 2021. The increase of 1.75% equates to an increase for the Clerk's hourly rate on pay scale SCP21 from £13.78 to £14.02.
- Information Commissioner's Office (ICO) – the annual renewal has been made under legislation, the Clerk is the designated Data Protection Officer, registration number ZZ3600731 (expiry 21<sup>st</sup> April 2023). The records are published on both the ICO and Ramsey & Parkeston Parish Council's websites.

21.03.22	L Keating	Net Pay			977.47	107,005.84
	HMRC	Clerks tax/NI			319.32	106,686.52
	HMRC	Employers NI			77.42	106,609.10
	L Keating	Expenses			52.73	106,556.37
	G and A Turf	Landscape Maintenance			330.00	106,226.37
	James Todd	Service			31.20	106,195.17
	A&J Lighting	Contract			59.40	106,135.77
	Veolia	Contract			46.08	106,089.69
	Marvan's Landscaping	Contract			60.00	106,029.69
	Marvan's Landscaping	Contract			576.00	105,453.69
	Welfare Community Centre	Hall Hire			35.00	105,418.69
	R. Passmore	Councillor Allowance			361.20	105,057.49
	B. Davidson	Councillor Allowance			650.00	104,407.49
	T. Ferguson	Councillor Allowance			412.80	103,994.69
	M. Kadlec	Councillor Allowance			516.00	103,478.69
	Welfare Park	Donation			1,500.00	101,978.69
	B. Davidson	Expenses			11.99	101,966.70
	A Smiths Builders	Service			300.00	101,666.70
	Salvation Army	Donation			1,000.00	100,666.70
	HM Land Registry				3.00	100,663.70
	HM Land Registry				3.00	100,660.70
	Information Commissioner's Office	Service			40.00	100,620.70
	VAT returns			7,630.97	0.00	108,251.67
				616.00	0.00	108,867.67

- c) To consider donations 2021/22 budget

- Salvation Army – Cllr Ferguson

Cllr Ferguson proposed and Cllr Passmore seconded a motion for a donation of £1000 ,with all in favour the motion was carried.

- d) Project funding – Platinum Jubilee supporting events:

- Parkeston Community Centre - £1500
- Ramsey War Memorial Hall - £1500

Ramsey Parish will not be holding one due to the amount of events happening already around the town.

Cllr Passmore proposed and Cllr Kadlec seconded a motion for a donation of £1500, with all in favour the motion was carried.



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**11. To agree the proposed meeting dates/venues for the Municipal Year 2022/23 as previously circulated.**

As shown in the previously circulated schedule of meeting dates/venues it is the intention to change the day of meetings from a Thursday to the 3<sup>rd</sup> Monday in the month; this has been made to attempt to avoid meeting date clashes with Harwich Town Council and the Ramsey War Memorial Hall.

Cllr Ferguson proposed and Cllr Passmore seconded a motion to accept the proposed schedule of dates/venues, with all in favour the motion was carried.

**12. To confirm the Assembly, followed by a meeting of the Ramsey & Parkeston Parish Council is to be held on Thursday 14<sup>th</sup> April 2022 in the Parkeston Community Centre, Hamilton Street at 6.45 p.m.**

The Chairman closed the meeting at 19:50