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## **Ramsey & Parkeston Parish Council**

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| **Clerk:** Teresa Le-Blanc |
| PO Box 12843 |
| Harwich |
| Essex CO12 9AT |
| **Tel:** 01255 502616 |
| **Mobile:** 07507 638895 |
| **e-mail: clerk@ramseyparkeston-pc.gov.uk**  |

# To all members of the council

You are hereby summoned to attend the **ANNUAL MEETING** of Ramsey & Parkeston Parish Council to be held in the Community Centre, Parkeston **on Monday 13th May 2024 at 7.15 p.m.** followed by a full council meeting for the purpose of transacting the following business:



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Teresa Le-Blanc

Clerk

## **MEMBERS OF THE PUBLIC AND PRESS WELCOME**

## **Agenda**

1. **Election of Chairperson and to receive their Declaration of Office**
2. **Apologies for absence**
3. **Election of Vice Chairperson and to receive their Declaration of Office**
4. **Councillors to be appointed to the following committees, external bodies and groups:**
	1. **Planning Sub Committee:**

Ramsey (Chair, Vice Chair, Ramsey Ward Councillor(s))

Parkeston (Chair, Vice Chair, Parkeston Ward Councillor(s))

* 1. **Tree Wardens/Footpath Wardens**:
1. Ramsey
2. Parkeston
	1. **Transportation**:
3. Ramsey
4. Parkeston
	1. **Haltermann Carless:**

Ramsey

2. Parkeston

* 1. **TDALC (Tendring District Association of Local Councils)**

Chairman:

Vice Chairman:

* 1. **Harwich International Port Liaison Committee**

**Ramsey**

**Parkeston**

* 1. **Parkeston Cemetery**
	2. **Media Representative**
	3. **To consider representation to any other bodies proposed.**
1. **To confirm the schedule of meeting dates and venues of the RPPC for the municipal year 2024/25 as proposed on the calendar copied with this agenda.**
2. **To confirm the Clerk’s current terms and conditions.**
3. **To consider the Council’s assets values as logged in the asset register, as copied with this agenda.**
4. **To agree the review and any revisions where applicable for RPPC policies/code of conduct, fees and charges as shown on the summary previously circulated with this agenda and as proposed by the Clerk/RFO**: All current policies are published on the RPPC website: [www.ramseyparkeston-pc.gov.uk](http://www.ramseyparkeston-pc.gov.uk) Changes proposed: Biodiversity policy and publication scheme to be added to the list of policies and new NALC financial regulations to be adopted once they are released.
5. **To confirm the minutes of the RPPC meeting held on 15th April 2024**

# Planning Updates:

## Applications received for consultation/information:

* **APPLICATION NO:** 24/00338/LBC

PROPOSAL: Application for Listed Building Consent - Replace boiler with modern, more efficient boiler.

LOCATION: Whitehouse Farm Wix Road Ramsey Harwich

* **Application No:** 24/00473/NMA – For Information only

Proposal: Non-Material Amendment of condition 1 (Approved Drawings) of application (21/00376/DETAIL) to enable/allow minor change to House type 4 (plots 9, 14, 21, 22 and 23) to remove one bedroom wall to amalgamate two bedrooms,and remove wall between living room and family room.

Location: Land to The South of Ramsey Road and East of Mayes Lane Ramsey Essex

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## To receive decisions submitted by the RPPC Planning Sub-Committee since the last meeting: None

## Decisions received from TDC: For Information Only –

* **APPLICATION NO:** [*24/00370/FULHH*](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SA8D4WQB0OT00) *- Approval – Full 01.05.2024 - Delegated Decision*

PROPOSAL: Householder Planning Application - Single storey rear and side extensions. New skylight to existing flat roof.

LOCATION: Cherries, The Street, Ramsey, Harwich, Essex, CO12 5HW

1. **To allow public participation: 15 minutes allowed.**

# To receive reports from Councillors attending other meetings.

1. **To receive a report from the Clerk and Councillors activities:**
	1. Clerk’s Report –
* Paul Carratt has been in touch and thinks he can offer a more competitive price for IT support than we are currently receiving from PC Help IT, he is in the process of putting together details and will be in touch when he has his offer finalised.
* LCTS Grant has been confirmed as Local Council Tax Scheme and has been paid along side the precept, by TDC.
* Planning Application 24/00345/FULHH objected to as discussed in the last meeting.
* Clerk has received confirmation that Mr Roger Hirst has been re-elected as Police, Fire and Crime Commissioner for Essex for a third consecutive term. He is committed to enhancing local, visible, and accessible policing to reduce crime and anti-social behaviour, with pledges to reduce knife crime, protect young people, and improve road safety to eliminate road fatalities in Essex. Safeguarding women, girls, and vulnerable individuals from violence and domestic abuse also remains a priority in his election platform.
* Cllr Ferguson has expressed an interest in Safeguarding and Health and Safety Courses, held by EALC, Safeguarding Course is held at EALC office on Thursday 20th June at a cost of £165.00+VAT and Health and Safety Course is also at the EALC office on Tuesday 30th June at a cost of £165.00+VAT, both are certificated courses, and will assist with legal compliance.
	1. Ramsey Councillors Report:
* Cllr Norgan has requested a donation from RPPC to a croup of flower artists that want to plant a container on Ramsey entrance to the village, Cllr Norgan has donated a plant container to get them started but would like a donation for the cost of plants, soil etc. Please discuss and make a resolution where appropriate.
* Opening made onto the A120 from a residence in Ramsey, concerned Members of the public have been asking questions, please update:
* Consultation sent by Essex Highways to potentially relocate some pathways, please discuss:
	1. Parkeston Councillors Report:
* Bike noise in Foster Road as people have made a track there, Cllr Davidson has suggested Halterman Carless obtain some concrete blocks to stop them as police cannot do anything as on private land, metal fencing has been cut down, house owners nearby are unable to use their garden due to the noise, noise abatement department at TDC are now onto it, any updates:
* Top end of Adelaide Street, there has been a high pitched noise from Surya foods, this appears to be a bird scarer but has now stopped, councillors to monitor it and take it further if necessary, any updates:
* Pumping station at Parkeston, causing flooding and ruining the eco-system, Cllr Davidson was checking the paperwork he located from when it was all installed: any updates.
* Defibrillators: For Parkeston and Ramsey, any updates.
	1. Parkeston Cemetery Report:
* Clerk has received a quote from Great Oaktree Land Services for severing the Ivy at the cemetery as recommended on the tree survey, the quote is for £576.00 inclusive of VAT.
* Updated risk assessment with topple tests is required, the last one was completed in 2019 but the internal auditor advised a more up-to-date one is required for the audit: Any update.
1. **Emergency Planning Leaflet:** Any Updates
2. **Speed Awareness Signs:** Cllr Davidson contacting Cllr Land to arrange a meeting. Any updates:

# Councillors’ reports 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.

# To agree accounts for payment and to receive an update on the Internal/External Audits year ending 31 March 2024

* Internal Audit: Internal Auditor, Val Evans PSLCC, Independent Internal Auditor for Local Councils – the audit process is in hand all information requested has been supplied to the auditor. The annual Internal Audit report to be received by External Auditors, PKF Littlejohn before 01 July 2024.
* External Audit: The appointment by Smaller Authorities, Audit Appointments Ltd (SAAA) of the External Auditors PKF Littlejohn. The deadline for the submission of the approved AGAR to PKF Littlejohn is Friday 1st July 2024.

The completed Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for the year ended 31st March 2024 to invite any person interested and who has the right to inspect records for the financial year to which the audit relates was published May 2024, announcing that the documents will be available on reasonable notice by application to the Clerk/RFO between the dates of 18th June 2023 and Saturday 21st July 2024.

* To agree accounts for payment as approved by the Chair/Vice Chair as previously circulated.
1. **To confirm the date and venue of the next meeting of Ramsey & Parkeston Parish Council is to be held on Monday 17th June 2024 at 7.15hrs at Parkeston Community Centre.**