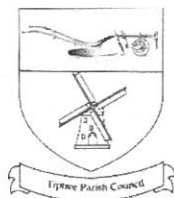


## TIPTREE PARISH COUNCIL



### MINUTES OF COUNCIL MEETING

A meeting of the Full Council took place on Monday 27<sup>th</sup> January 2020 at 7.30pm in the Meeting Room, Community Centre, Caxton Close

Present- Cllrs:     R Mannion (Chairman)                     M Maund (Vice Chairman)  
                  C Bigg   D Coe  
                  J Greenwood                                 N Mattinson  
                  M Pennick                                       S Redgewell  
                  R Smithson                                   D Webb

Also in attendance –2 members of the public, and the Clerk of the Council.

489/19     **Apologies for Absence:** There were apologies for absence from Cllrs: S Allen-Shepherd, J Bunney and B Wood.

490/19     **Chairman's Announcements –**

- (1) The chairman provided details for the funeral of ex Cllr Dennis Harrington and stated that a donation (in lieu of flowers) had been made to the St Helena Hospice on behalf of the Council.
- (2) The chairman announced the resignation of Cllr A Lawrence, and stated that CBC had been informed of the resignation.

491/19     **Declarations of Interest –** There were no declarations of interests

492/19     **Public Questions -** None

493/19     Minutes of the Planning Committee held 13 January 2020. It was unanimously **RESOLVED that the minutes of the Planning Committee held 13 January 2020 be approved.**

494/19     Minutes of the Parish Council Meeting held 13 January 2020. It was unanimously **RESOLVED that the minutes of the Parish Council meeting held 13 January 2020 be approved and were signed by the Chairman.**

495/19     Minutes of the Amenities Committee meeting held 20 January 2020. It was unanimously **RESOLVED that the minutes of the Amenities Committee held 20 January 2020 be approved.**

496/19     Clerks Report: no report.

497/19     **Library Consultation**

Councillors discussed the need for the Initial Expression of Interest, and how the situation had changed significantly since that date. The ECC changes in providing some permanence to the library for the near future, coupled with the

Parish Council's very limited preparedness for running a volunteer based library drove a **unanimous RESOLUTION to withdraw the Council's expression of Interest.**

498/19 **Asset Register:**

The clerk explained the build of the Asset Register (via an Excel Spreadsheet, as it is not part of the Accounting Package), and asked Councillor's to provide a careful eye to ensure all assets had been captured. This resulted in some nomenclature changes and the addition of 3 assets not previously captured. **With the stated changes incorporated, it was unanimously RESOLVED to adopt the Asset Register for 2019/20.**

499/19 **Public Toilets Working Group**

Councillors discussed the need to have the site occupied as it was an eye sore to the village. Various attempts to offer the site for commercial use have come to nought. The suggestion of using the site as a Parish office (as the current office is cramped and poorly designed for Parish Council use) was discussed and found favour. It was then unanimously **RESOLVED to develop architectural plans on how this could be achieved (within a budget of no more than £1,000) by a 3 person working party consisting of Cllrs C Bigg, M Pennick and M Maund.**

500/19 **IT Update:**

Councillors reviewed information provided by the clerk on GDPR compliance and computer station interoperability. **It was RESOLVED unanimously to purchase the Encrypted Network Attached Storage device and enable the system for the Parish Council offices.**

501/19 **Advertising request:**

The request of the Tiptree Garden Club to advertise their two events by placing a banner at Grove Lake Railings was **unanimously resolved to be approved.**

502/19 **VE/VJ Day Celebrations:**

Councillors received a verbal update on plans for the celebrations: There would only be a single day of celebration covering both events (there was no Bank Holiday scheduled for VJ day).

If the Community Hall is available, it would be good to have this for a Tea Dance, to be liaised with the dance group – Intent is to advertise and map all events happening in the village, acting as the co-ordinator and single focal point for all events.

**It was resolved that the report be received and noted.**

503/19 **Village Caretaker:**

The clerk provided a brief update on applicants (Interview to be held on January 28th). **Council RESOLVED to receive and note the report.**

504/19 **Grant Request:**

The Friends of Tiptree Heath submitted their annual request of a Grant to help maintain the Heath. This year's focus was on building safe pathways for the Winter months.

**It was unanimously RESOLVED to approve the request for the Grant of £500 each year for the next 3 years.**

505/19 **Accounts for Payments:**

The schedule of payments was provided to councillors prior to the meeting. It was unanimously **RESOLVED to approve the schedule of Payments**. Note the following payments in excess of £250 were approved:

<b>Payment to -</b>	<b>Amount</b>
Eon – Street Lighting	£715.40
UK Power Networks – Connecting Memorial Garden	£1,903.20
A&J Lighting – Street Light repairs	£544.80
Navigus – Neighbourhood Plan Consultancy	£511.20
DVLA – Vehicle road tax	£260.00
Saffron Insurance – Vehicle Insurance	£1,168.77
Edge It – Bookings software license	£319.20
Parish Noticeboard Co – Memorial Garden Noticeboard	£789.00

506/19 **Income**

The Income Statement for December was discussed – with the **report received and noted by unanimous resolution**.

There being no other business the meeting closed at 8.25pm

Signed..........Date..... 10/20 .....