

TIPTREE PARISH COUNCIL

MINUTES OF COUNCIL MEETING

A meeting of the Full Council took place on Monday 10th June 2019 at 7.49pm in The Meeting Room, Community Centre, Caxton Close

Present Cllrs:	R Mannion (Chairman)	M Maund (Vice Chairman)
	Mrs S Allen-Shepherd	C Bigg
	Mrs J Bunney	R Smithson
	Mrs D Webb	Mrs B Wood

Also in attendance – Seven members of the public, Essex County Councillor John Jowers, Colchester Borough Councillor Derek Loveland, the Clerk of the Council and the Deputy Clerk of the Council

Before the meeting opened Tina Barrand and Sue Redgwell made a presentation to the Council regarding the Tiptree Christmas Fayre. They talked about Christmas lights, wanting the use of the Community Centre on 21st November 2019 and permission to erect a Christmas tree at the centre. Various points were raised by the members present and they were given information about who to approach regarding diversions etc.. It was agreed that in principle the Council supports the event and the matter will be an agenda item for the next meeting.

051/19 Apologies for Absence

There were apologies for absence from Cllr Mrs D Coe, Cllr J Greenwood and Cllr N Mattinson

052/19 Chairman's Announcement

1. The Chairman reported that he had attended a function at Wivenhoe and had also attended the mayoral ceremony in Colchester. As a result of conversations at the event at Wivenhoe, it has been decided that the Chairmen from Tiptree, Wivenhoe and West Mersea will meet to discuss items of mutual interest.
2. He also raised the matter of the Council's communications to the residents about the Library situation and asked for this to be an agenda item. Cllr R Smithson agreed to draft some comments.
3. The Chairman asked about the collar bar and the name badges. He asked all those present to speak to the Clerk if they require a badge.

053/19 Declarations of Interest – There were no declarations of interests

054/19 Public Questions

There were no questions from those present.

055/19 Minutes of the Annual Council Meeting – 13th May 2019

Minutes were approved as a correct record. They were signed by Cllr R Mannion. Proposed by Cllr Mrs J Bunney and seconded by Cllr M Maund. Agreed unanimously

056/19 Minutes of the Council Meeting – 13th May 2019

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- 057/19 Minutes of the Policy & Finance Committee – 3rd June 2019
Minutes were approved for adoption. Proposed by Cllr M Maund and seconded by Cllr R Smithson. Agreed unanimously
- 058/19 Minutes of the Highways etc. Committee – 3rd June 2019
Minutes were approved for adoption. Proposed by Cllr C Bigg and seconded by Cllr Mrs B Wood. Agreed unanimously
- 059/19 Borough/County Councillor Report
Cllr John Jowers, the Essex County Council member spoke about the possible reduction in the speed limit from 60mph to 30mph along Maldon Road. He is currently getting support from the residents.

He spoke about the Colchester Local Plan and said that part B is being progressed. He also said that he would be attending the Local Highways Panel meeting on 11th June 2019.

He told the meeting that Julia Young is now the Deputy Leader of the Labour Group on Colchester Borough Council and that she is favourable to rural issues. The first Green councillor Mark Goacher will not be going in with the political parties.

Cllr Jowers spoke about the libraries and said that distance of travel was not factored into the consultation. The Parish Council should support the library being kept open. Cllr Mrs J Bunney asked about donations of books from the public but Cllr Jowers said that these would not be acceptable. He noted that there has been a 51% drop in books being borrowed.

Cllr R Mannion asked about the plans for the Station Road/Church Road/ Factory Hill/ Chapel Road junction and it was agreed that members of the Council will meet with Cllr Jowers. Cllr R Smithson asked about the re-surfacing of Anchor Road and was told that this was not due to be done until August.

Cllr Mrs D Webb extended an invitation to Cllr Jowers to attend the Tiptree Neighbourhood Plan exhibition.

- 060/19 Clerks Report
There were no matters to report under this item.
- 061/19 Annual Governance Statement – 31st March 2019
The Parish Council must carry out a review of the effectiveness of the system of internal control and prepare the Annual Governance Statement and must
- 1) consider the findings of the review
 - 2) approve the Annual Governance Statement by resolution

It was proposed by Cllr Mrs J Bunney and seconded by Cllr C Bigg that it should be resolved to accept the Annual Governance Statement. This was agreed unanimously.

- 062/19 Accounting Statements – 31st March 2019
The Council must
1. Consider the Accounting Statements
 2. Approve the Accounting Statements by resolution
 3. Ensure the Accounting Statements are signed and dated by the person

presiding at the meeting at which the approval is given.
Cllr R Smithson asked about the variances in boxes 3 and 6 and was told by the Clerk that box 3 was lower due to fewer S106 receipts and that box 6 was higher in the previous year, due to a major project having been completed.

After consideration, it was proposed by Cllr M Maund and seconded by Cllr R Smithson that it should be resolved to approve the Accounting Statements. This was agreed unanimously and the Chairman Cllr R Mannion signed the AGAR.

063/19 End of Year Accounts 2018/2019

The End of Year Accounts for the year ending 31st March 2019 had been circulated prior to the meeting. It was proposed by Cllr C Bigg and seconded by Cllr R Mannion that the End of Year Accounts should be accepted. This was agreed unanimously.

064/19 Accounts for Payment

1. Income for April and May 2019

The Clerk reported that this information was not available as the new Accounting software has not yet installed.

2. The Accounts for Payment for June 2019 as circulated were proposed for acceptance by Cllr M Maund and seconded by Cllr C Bigg and were agreed unanimously.

The following payments in excess of £250 were made;

Payment to	Amount
Colchester Borough Council – CC Rates	£540.00
Holmes & Hills – Fees for the Colchester Road Land	£1632.80
Newsquest – Tiptree NHP Advertising	£839.99
A&J Lighting – Monthly Maintenance and Repairs	£463.18
E.On – Street Lights Supply	£698.70
Oakpark Security Systems Ltd – Security Patrols May 2019	£1342.80
SSE – CC Gas	£309.47
Tiptree Scouts – Tiptree NHP Leaflet Delivery	£700.00
Total Cleaning Supplies Ltd – Cleaning Supplies	£262.93
Blackwater Printing – Tiptree NHP Printing	£1707.00

065/19 Bank Reconciliations – February, March, April and May 2019

Cllr Mrs B Wood told the meeting that she had completed the February and March 2019 reconciliations. April and May 2019 are awaiting the installation of the new financial software.

066/19 VE Day – 8th-10th May 2020

Cllr R Smithson told the meeting that he had asked for this item to be on the agenda, having seen information about the commemoration in the EALC bulletin. He said that ideas need to be discussed and reports for the budgeting round in October need to be compiled. It was agreed that a working group should be set-up of Cllrs R Smithson, C Bigg and Mrs S Allen-Shepherd.

067/19

Grove Lake

A request had been received from Kyds Youth Drama Society o display a banner on the railings at Grove Lake. It was proposed by Cllr Mrs J Bunney and seconded by Cllr R Mannion that this should be approved. This was agreed unanimously.

The Clerk was asked to check on the policy concerning the display of banners and was also given authority to deal with another request received recently.

068/19

Tiptree Parish Council Projects

Workshop – A meeting was held and a new architect has been appointed. The contractor said that he hoped that the build would start in August 2019. The Clerk said that she had heard nothing since the meeting and this will be followed up.

Security/Special Constables – It was agreed that a meeting of the Security Working Group will arrange a meeting.

Medical Centre – Cllr R Mannion said that he had e.mailed the Centre but had not had a reply. Cllr Mrs S Allen-Shepherd said that she had a contact and would pass this to Cllr Mannion. Cllr Mrs J Bunney had attended the Centre's open day and had spoken with the doctors.

Former Public Toilets – Cllr C Bigg said that he would arrange a meeting with Colchester Borough Council Planning Department to discuss this matter.

Warriors Rest – Cllr R Mannion will try and arrange a meeting with Robbie Cowling.

Colchester Road Land – The Clerk will contact Tiptree Heath Football Club to arrange a meeting.

Memorial Garden – Cllr Mrs D Webb reported that the planting is going ahead.

Tiptree Neighbourhood Plan – Cllr J Greenwood is the Chairman of the Steering Group but was not present at the meeting. However, Cllr Mrs D Webb reported in his absence that the consultation period had started on 8th June 2019.

Allotments – The Clerk will contact Crest Nicholson to ask about progress.

Church Road/Chapel Road/Station Road/ Factory Hill Junction – The Clerk said that she had contacted ECC Highways about this but has not received a reply. A meeting will be arranged with Cllr J Jowers to discuss this junction.

Scout Hut – The Clerk said that S106 monies had been requested for this project but that it was unlikely to go ahead if that money is not available. It was confirmed that a feasibility study should be undertaken.

CCTV – A change in contractor needs to be investigated.

Grove Road Recreation Ground Gate Closing – The position will be advertised very shortly.

069/19 Community 360

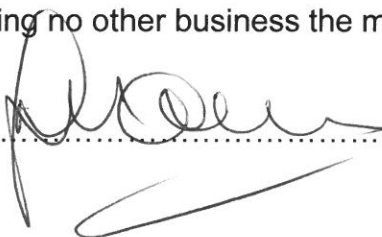
An e.mail had been received from Community 360 about Tiptree becoming a Dementia Friendly Community. Cllr R Smithson said that he would try and obtain further information and at the same time would try and get information about the transport aspect.

070/19 Colchester Borough Council – Recycling

A change to the system for obtaining recycling supplies, starting on 10th June 2019, was noted. Vouchers will need to be obtained from the Borough Council for the clear recycling sacks, food caddies and the glass/can boxes, as well as the garden waste sacks.

There being no other business the meeting closed at 9.10pm

Signed.....

A handwritten signature in black ink, appearing to be 'R. Smithson', written over a dotted line.

Date.....

08/07/2019