

## **TIPTREE PARISH COUNCIL**

### **MINUTES OF COUNCIL MEETING**

A meeting of the Full Council took place on Monday 9<sup>th</sup> September 2019 at 7.30pm in The Meeting Room, Community Centre, Caxton Close

Present Cllrs:	R Mannion (Chairman)	M Maund (Vice Chairman)
	Mrs S Allen-Shepherd	Mrs J Bunney
	Mrs D Coe	J Greenwood
	N Mattinson	Mrs B Wood

Also in attendance – Five members of the public, Colchester Borough Councillor J Elliott and the Clerk of the Council

210/19 Apologies for Absence  
There were apologies for absence from Cllr C Bigg, Cllr R Smithson and Cllr Mrs D Webb.

211/19 Chairman's Announcement  
It was noted that both members of the Parish Council and members of the public had attended the hearing of the appeal by Gladman on the planning application for a proposed development site at Barbrook Lane.

The Chairman said that the Planning Committee had not been able to meet because it was not quorate. There had been an application on the agenda from Bloor Homes about a proposed site in Maldon Road and Cllr R Mannion proposed that this one application should be considered by the full Council. This was seconded by Cllr J Greenwood.  
Cllr Mrs J Bunney proposed that if one application was to be dealt with, then the other two on the agenda should be as well. This was seconded by Cllr Mrs D Coe. A vote was taken on the proposal which was 4 for and 4 against.

A vote was taken on the original proposal which was also 4 for and 4 against. The Chairman then used his casting vote for the original proposal on the ground that comments needed to be submitted to Colchester Borough Council to comply with deadlines. The resolution was passed.

212/19 Declarations of Interest – There were no declarations of interests

213/19 Public Questions  
There were no questions from the members of the public present.

214/19 Planning Application 192025 - Land at Maldon Road, rear of Peakes Close, Maldon Road, Tiptree CO5 0BN

After discussion, it was proposed by Cllr Mrs J Bunney and seconded by Cllr Mrs D Coe and agreed unanimously that Tiptree Parish Council OBJECTS to the above planning application on the following grounds:

The site is outside the defined settlement boundary as it is shown in the Adopted Local Plan, which is relevant for making decisions until it is replaced by a new plan. Therefore, the application should not be permitted.

The proposed development is premature to the Neighbourhood Plan which is now in its final stages and is proposing the allocation of land to accommodate 600 new homes to the north and north west of Tiptree. This direction of growth was chosen following extensive community engagement and evidence gathering and because of the accessibility of the proposed sites to major infrastructure, without going through the village.

Maldon Road is an extremely busy road. The application site does not provide an opportunity to reduce traffic movements and would result in a number of problems with traffic in the village. The pavements in the vicinity are not adequate and it is in a dangerous location in relation to Tiptree Heath Primary School.

The proposed 2.5 and 3.5 storey dwellings are out of keeping with the existing dwellings and street scene.

The proposed link road crosses a natural area.

- 215/19 Minutes of the Planning Meeting – 12<sup>th</sup> August 2019  
Minutes were approved for adoption. Proposed by Cllr Mrs J Bunney and seconded by Cllr M Maund. Agreed unanimously
- 216/19 Minutes of the Council Meeting – 12<sup>th</sup> August 2019  
Minutes were approved as a correct record. They were signed by Cllr R Mannion. Proposed by Cllr Mrs D Coe and seconded by Cllr M Maund. Agreed unanimously
- 217/19 Minutes of the Finance & Policy Committee – 2<sup>nd</sup> September 2019  
Minutes were approved for adoption. Proposed by Cllr M Maund and seconded by Cllr Mrs J Bunney. Agreed unanimously
- 218/19 Borough/County Councillor Report  
Cllr Mrs B Wood reported that five people had attended the Borough Councillors' surgery in September. Therefore, the Borough councillors had agreed to continue the surgeries and asked that the booking be reinstated.
- 219/19 Clerks Report  
There were no matters to report under this item.
- 220/19 Accounts for Payment
1. Income for July and August 2019  
The income for July was circulated. The income for May was £3460.94 (£2952.29 Net). They were proposed for acceptance by Cllr M Maund and seconded by Cllr N Mattinson. This was agreed unanimously. The income for August had not yet been completed.
  2. The Accounts for Payment for September 2019 as circulated were proposed for acceptance by Cllr M Maund and seconded by Cllr N Mattinson and were agreed unanimously. The expenditure was £23503.41 (£21903.15 Net).
- Cllr Mrs B Wood asked if reports are received from the security company and was told that they are available online. The reports are not sent to the Council.

Cllr R Mannion reported that a street light is still out in Chapel Road.

Cllr N Mattinson asked whether the grant had been paid to the Tiptree Christmas Fayre. The Clerk said that it hadn't but would be dealt with as a priority.

The following payments in excess of £250 were made;

Payment to	Amount
Colchester Borough Council – Non-Domestic Rates	540.00
CF Corporate – Photocopier Lease	473.94
E.On – Street Light supply	698.70
SSE Community Centre Gas	310.93
Oakpark Security Systems Ltd – Security Patrols June and August 2019	4196.30
BT Plc – Telephone and Broadband	505.81
Cooks Agricultural Engineering – Community Centre Gate	1800.00
E&J Fire and Security Ltd – Fire Extinguisher service	340.09

- 221/19 Bank Reconciliations – July and August 2019  
Cllr Mrs B Wood reported that the July 2019 reconciliation had been completed.  
The Clerk is preparing the reconciliations for August 2019 and said that Cllr Mrs B Wood will be informed as soon as they are ready.

- 222/19 Appointment of the Clerk of the Council  
Following a recommendation from the Policy & Finance committee, it was proposed by Cllr Mrs J Bunney, seconded by Cllr Mrs D Coe and agreed unanimously that
- The current Clerk, Ann Wood is appointed from 1<sup>st</sup> August 2019 to 17<sup>th</sup> November 2019 as the Clerk/RFO/Proper Officer
  - The current Clerk's hours in this period will vary but will not exceed the current hours allowed for the position, which is 27 per week. This will be on SCP 34
  - The new Clerk Robert Williams is appointed from 18<sup>th</sup> November 2019 as the Clerk/RFO/Proper Officer on SCP 34 (£36876.00) pro rata

It was also proposed by Cllr R Mannion and seconded by Cllr Mrs J Bunney that the new Clerks hours will be increased to 30 per week. This was agreed unanimously.

- 223/19 Appointment of the Internal Auditor  
It was proposed by Cllr J Greenwood and seconded by Cllr Mrs J Bunney that in order to help the Council retain stability and continuity in its financial matters, the current Internal Auditor, Janet E Stobart FCCA should be appointed for the 2019/2020 year. This was agreed unanimously.
- 224/19 EALC  
It was proposed by Cllr J Greenwood and seconded by Cllr Mrs J Bunney that

Cllr R Mannion and Cllr Mrs B Wood should attend the EALC's 2019 AGM on 19<sup>th</sup> September. This was agreed unanimously.

225/19 Grove Lake

Following receipt of a request to scatter ashes at Grove Lake, the Council considered the matter. Whilst sympathetic to the request, the Council did not feel able to allow the scattering of ashes at Grove Lake. The matter to refuse the request was proposed by Cllr Mrs D Coe and seconded by Cllr N Mattinson and agreed unanimously.

The Council did suggest that the applicant may wish to consider a plaque in the Memorial Garden or a memorial bench at Grove Lake.

226/19 Colchester Road Land

1. Prior to the meeting, a copy of a proposal from Tiptree Heath Football Club had been circulated. Bret Newland from the Club spoke for a few minutes about the proposal. After discussion, it was proposed by Cllr R Mannion and seconded by Cllr Mrs J Bunney that proposal should be approved. This was agreed unanimously.
2. It was proposed by Cllr R Mannion and seconded by Cllr Mrs J Bunney that the proposal should be forwarded to the Council's solicitors for the preparation of a lease. This was agreed unanimously.

227/19 Tiptree Christmas Fayre

1. The Christmas Fayre committee had requested the free use of the Community Centre on 21<sup>st</sup> November 2019 for stalls and to use as a base. There is no precedent for the Council to allow free use and so it was proposed by Cllr N Mattinson and seconded by Cllr M Maund that free use would not be allowed. This was agreed unanimously. It was suggested that the committee may wish to apply for another grant.
2. The Clerk reported that the licencing application is progressing and that she will be meeting with Sandra Redgwell shortly to discuss further information.

228/19 Land at Barbrook Lane – Appeal against Planning Permission

1. It was proposed by Cllr Mrs J Bunney and seconded by Cllr R Mannion that the submissions made at the appeal hearing by Cllr C Bigg on behalf of the Parish Council and by Cllr J Greenwood on behalf of the Tiptree Neighbourhood Plan Steering Group should be ratified. This was agreed unanimously.
2. Cllr J Greenwood reported to the Council on the appeal proceedings. Arguments had been made by Gladman about the suitability of the site and about the 5-year supply of housing held by Colchester Borough Council. Little weight was attached to the emerging Neighbourhood Plan, which was a disappointment. A decision is expected by 10<sup>th</sup> October 2019, although a later decision would be better. The matter of asking the Secretary of State to Recover the Appeal was discussed and it was proposed by Cllr J Greenwood and seconded by Cllr Mrs D Coe that advice should be sought and the matter should be investigated in time for the next meeting of the Council. This was agreed unanimously. Cllr J Greenwood said that he would undertake the work.

229/19 Neighbourhood Plan


1. Cllr J Greenwood reported that the data entry from the paper responses to Survey Monkey would be completed this week, at which point it would be decided whether the other submissions will be small enough to be entered as well or whether they will have to be treated separately. A provisional timetable for the next steps of the plan was circulated for information. It was agreed that the timetable was probably very optimistic.
2. It was proposed by Cllr J Greenwood and seconded by Cllr N Mattinson that Cllr R Smithson and Cllr M Maund should be appointed as verifiers. This was agreed unanimously.

230/19 Parish Council Projects

Cllr R Mannion updated the Council on the following projects:

- Toilets in Church Road – A new proposal will be put to the Policy & Finance committee and then to Council. Cllr C Bigg is the lead for this project and a meeting with the Clerk and Deputy Clerk will be arranged to draft the letter, as soon as the Deputy Clerk returns from annual leave.
- Workshop – A start date of 14<sup>th</sup> October 2019 has been agreed. The lead is Cllr Mrs D Webb.
- Colchester Road Land – Further to a decision earlier in the meeting, a final agreement will be put to Council at the next appropriate date. The lead is Cllr R Mannion.
- Warriors Rest – Cllr R Mannion reported that all attempts at communication with Jobserve had not been acknowledged and that no further updates had been received from Colchester Borough Council. It was agreed that the Clerk should send a letter to Jobserve from the Parish Council.
- Memorial Garden – An opening date of 4<sup>th</sup> October 2019 had been agreed. The lead is Cllr Mrs D Webb.
- Security/Community Specials – Cllr M Maund reported that he is going to ask for a meeting with Oakpark Security. With regard to the Community Specials, one person has failed but another two are going through.
- Church Road/Station Road/Chapel Road/Factory Road Junction – The leads are Cllr N Mattinson and Cllr R Smithson. Cllr R Mannion said that he will be attending LHP meeting and will try and obtain further information.
- Scout Hut – There is a plan that this should be a new multi-use community hall. However, the project is dependant on S106 money, which is not available at this time. There is no lead at this time.
- Maldon Road Footpath – This is awaiting an LHP/Highways decision/action. There is no lead at this time.
- VE Day Planning – there has been no further action on this matter.

There being no other business the meeting closed at 9.04pm

Signed  Date 14/10/19