

Additional Steering Group Meeting 6th March 2019 at Tiptree Community Centre at 3pm

Present Cllrs R Mannion (TPC Chairman), M Maund (TPC V Chairman)

Cllrs D Webb (NP Chairman), J Greenwood (NP V Chairman), Dianne Coe, Barbara Wood, Sue Shepherd

Secretary Julie Webster

DW stated that although meetings had been stopped temporarily due to the workload of the office, resulting from the postponement of the Draft Plan Consultation, she would like to meet with the WG group as soon as possible especially with the commencement of Purdah. Her concern was that if people were not kept informed, they may leave the group, although she was aware that Secretary had sent an email explaining the situation. It was agreed that subject to Secretary's availability (to be confirmed) a meeting would be held on the 13th March for the Steering Group and 20th March 2019 for the Working Group. DW also stated that she would like to have a schedule in place for the lead up to consultation but realised it was difficult as we had no date for the consultation due to purdah. She was hoping to have a meeting with the Secretary to look at options now, timescales, finance implications etc before setting up a Steering Group Meeting and Working Group Meeting, but was mindful of the tasks that the Secretary had to do after postponement. Secretary responded stating that she had briefly discussed her workload with JG on the 1st March 2019 and was hopeful of meeting next week, but JG suggested holding off until after this meeting.

1. Parish Council Press Release and Council support for the Neighbourhood Plan

The Steering Group still wished to put a further press release out despite being refused at a previous council and felt time was running short because of purdah. Owing to the time delay between purdah and consultation and owing to some of the 'negative' comments on Facebook they wished to contact the community

They felt that the reason that the press release was not accepted at the last council meeting was due to the clerk's advice presumably based on paragraph 11 of Standing Orders – Rescission of Previous Resolutions which they felt what they were requesting didn't apply to this order.

RM said he wished to take further advice on this matter, but regardless of this was still of the opinion that the document presented was not suitable for a press release for various reasons. Secretary advised that she believed it may be possible whilst in purdah to put out a press release via an officer subject to agreement but she would need to check for clarification and if this was the case then possibly put something out 'later', rather than now as the previous agreed parish release was not even circulated in all publications to date.

2. The 'no plan' scenario including risks associated with non-compliance of protocols

Various discussions took place regarding this, and that the no plan scenario was not an option

RM and MM both commented that the Plan has the Councils support.

RM pointed out that he was concerned that various protocols were still not being followed by the Steering Group namely any external meetings that the Steering Group arrange must be attended by an officer as previously advised and a report held in the office, meetings should not be held in councillor's houses, and purchases must be checked with the Office before commitment of purchase, and the correct purchase procedure followed regardless of situation. He emphasised that there must be an audit trail.

3. The danger of a reallocation of housing numbers for Tiptree

CBC may have to increase housing allocations which would result in Tiptree becoming an option for further allocation.

The Steering Group were considering whether the Plan should be passed to a CBC officer to be utilised in appeal correspondence, and if this is the case whether it should be put on the website. Chairman requested that JG took further advice on this from RCCE and to report back for Monday's Council meeting for further discussion if needed.

4. The SEA Scoping Report and the next steps

RM had looked up information on this and could see no reason why CBC are not doing this as not our report and Local Authority had a duty to do this. This had been advised before by the Secretary, but Steering Group did not wish to pursue this at the time, but stated that they would prefer to engage consultant to do the work, even though there was a financial cost.

Steering Group have agreed to take the report to Council for approval.

5. Working Group Meetings in the light of purdah

Varying views had been taken on this and it was agreed that no WG meetings would take place during the purdah period.

6. The Neighbourhood Plan Website

RM informed group that he wished for the Secretary to continue updating the website and clear the back log as soon as possible as previously agreed.

Meeting Closed at 4.45pm