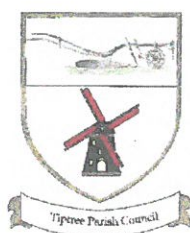


TIPTREE PARISH COUNCIL



MINUTES OF THE FULL PARISH COUNCIL

The Meeting of the Full Tiptree Parish Council took place via Video Conference on Monday 29th June 2020 at 7.00pm.

Present via Video Conference: Cllrs

R Mannion (Chairman)	M Maund (Vice Chairman)
S Allen-Shepherd	N Anderson
C Bigg	J Bunney
D Coe	J Greenwood
N Mattinson	S Redgewell
R Smithson	D Webb
B Wood	

Also in attendance –the Clerk of the Council, the Deputy Clerk & the Head Groundsman.

- 012/20 **Apologies for Absence:** – None.
- 013/20 **Declarations of Interest** – There were no declarations of interests
- 014/20 **Questions and statements from the public** – There were no members of the public attending the meeting.
- 015/20 **Minutes of the Full Council.** The minutes for 9th March 2020 were unanimously approved for signature by the Chairman.
- 016/20 **Minutes of the Full Council.** The minutes for 23rd March 2020 were unanimously approved for signature by the Chairman.
- 017/20 **Minutes of the Full Council.** The minutes for 27th April 2020 were unanimously approved for signature by the Chairman.
- 018/20 **Minutes of the Annual Parish Meeting.** The minutes of the Annual Parish Meeting held on 23rd March 2020 were unanimously approved for signature by the Chairman.
- 019/20 **Minutes of the Full Council.** The minutes for 1st June 2020 were unanimously approved for signature by the Chairman.
- 020/20 **Public Toilets:** Council discussed next steps in the evolution of the Public Toilet to new Parish Offices with a public convenience attached. The steps required before quotes could be sought for building the offices were:

- (a) The architect to provide a design that would enable Building Regulations to be approved.
- (b) An Asbestos Survey to be carried out under Demolition/rebuild requirements.
- (c) For CBC to approve the design as complying with Building Regulations.

The charge for each item has been assessed by competitive quote and the total price for all three requirements is slightly less than £1,550. **It was proposed, seconded and unanimously agreed the council approve the three steps stated.**

- 021/20 **Parish Office:** The clerk provided a synopsis of the risk assessment for opening the Parish Offices. It was noted that the risk without (a) providing a sneeze guard at the reception desk and (b) an electronic door opener was too great. **It was therefore proposed, seconded and unanimously agreed that the items be purchased and installed before the office could be opened.**
- 022/20 **Opening of the Memorial Gardens:** The clerk provided a synopsis of the risk assessment for opening the Memorial Garden, and the urgency of need. It was noted that the first interment was not requested until July 15th. **It was therefore proposed, seconded and unanimously agreed that the Gardens would be opened from July 15th.**
- 023/20 **Planning for a Relaxation of the COVID rules:** The agenda item was introduced by the chairman in order to facilitate discussion on meetings (Frequency, and the expectation of face to face meetings being absent for some time to come). It was also used to discuss the opening of (1) The Parish Playground areas and (2) The Community Centre. The meetings discussion centered on committee's needing now to be heard, and it was suggested that the HoDs approve a timetable to ensure we get back to monthly or two monthly meetings for the committee's. This was proposed seconded and agreed by the majority. Cllr Bunney then dropped out of the meeting.
- (1) The Community Centre's Risk Assessment was then discussed regarding opening, and **it was proposed seconded and unanimously agreed that the Centre could open on 15th July.**
 - (2) The Playgrounds opening date was then discussed, in light of the Government statement enabling the opening from July 4th. There has been pressure from Social Media to open, and a group of older teenagers and young adults have consistently attempted to break their way into the skate park. In light of the Risks associated, **it was proposed seconded and by a majority vote, agreed that the Play Grounds would open on 4th July, with additional signage warning of the risks of COVID 19, displaying the Government advice on Playground usage.**
- 024/20 **Tree Survey Report:**
The tree survey report was discussed, with 2 items of import raised for action in the near term:

- (1) The Large Horse Chestnut within Grove Lake area which is suffering from a terminal root infection will need to be felled in the Autumn.
 - (2) The Oaks that border the path down to Park Lane have a large amount of deadwood residing within them, creating a possible hazard.
- Council discussed the issue and RESOLVED by a unanimous vote that the clerk obtain quotes for the work as discussed at (1) and (2).**

025/20 **Finance:**

(a) To review the spend Vs Budget: The clerk provided a brief update on the budget performance with the reports from the RBS Software. A question was asked regarding the nomenclature for the current year, but otherwise, **the report was received by council** with no further questions

(b) to receive a verbal report from Cllr Wood on the Bank

Reconciliations: Cllr Wood stated that reconciliations were now up to date through (and including) the month of May. **The report was received and noted.**

026/20 **Residential Complaint:**

A residential complaint regarding the poor state of amenity portrayed by a neighbouring garden was discussed. The clerk explained that the Parish Council had no powers to enforce this but the Borough Council do. Cllrs felt the matter warranted the request. A proposal that the clerk report the matter to CBC was put forward, seconded, and then by a unanimous vote **It was resolved that the clerk report the matter to CBC for action.**

027/20 **Tiptree Heath FC:**

The Draft Strategy document submitted by Tiptree Heath FC was discussed. It was proposed, seconded and unanimously approved that the Strategy Document be approved as acceptable to Tiptree Parish council.

028/20 **Neighbourhood Plan Update:**

Cllr Greenwood provided an update on the Reg 16 Consultation which had now been restarted by CBC and would run until Aug 10th. The event was advertised by the Neighbourhood Plan team and CBC via mail-outs, social media, web sites and flyers. A related matter discussed by Cllr Greenwood was the Bloor appeal, which is ongoing and the cause of the delay in the original Reg 16 consultation. The appeal is nearing its conclusion, and therefore the Neighbourhood Plan are looking to understand whether there may be grounds for a recovery of the appeal by the Secretary of State, and would the Parish Council support this. The chairman asked that this item be brought up as a standalone matter in a meeting scheduled for July 6th. The matter of understanding who owns land within the Parish to enable better Neighbourhood Plan understanding, and Planning Requests was brought up, and it was asked that the clerk register with the Land Registry to enable this. **Cllr Greenwood's report was received and noted.**

029/20 **Traveller Season:**

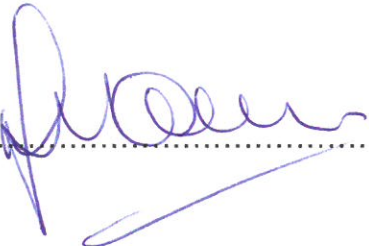
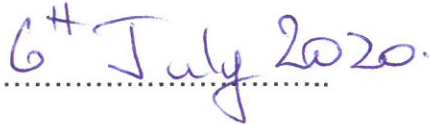
The chairman provided a verbal report that whilst the travellers are now moving about the country, it is worth noting that under the COVID 19 regulations, it may be difficult to move travellers on without delays for COVID

checks to ensure a health issue is not being moved on. **The report was received and noted.**

030/20 **S106 Lists for Review:**

The lists for "Inside" services and "Outside" services was provided by the Clerk. A query was voiced to ensure that Cemetery provision under outside service was on the list, but there were no other questions. **The report was therefore received and noted.**

The Chairman then closed the meeting at 9.21pm.

Signed..........Date..........