

TIPTREE PARISH COUNCIL



MINUTES OF THE FULL PARISH COUNCIL

The Meeting of the Full Tiptree Parish Council took place via Video Conference on Monday 8 February 2021 at 7.25pm.

Present via Video Conference: Cllrs

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

Also in attendance – 2 Members of the Public, the Clerk of the Council and the Deputy Clerk.

- 132/20 **Apologies for Absence:** – Apologies for absence were received from Cllrs Anderson, Bunney and County Cllr. J Jowers.
- 133/20 **Declarations of Interest** – None.
- 134/20 **Chairman’s comments** – None
- 135/20 **Questions and statements from the public** – There were no questions from the public attending the meeting.
- 136/20 **Minutes of the Full Council.** The minutes for 11th January 2021 were **unanimously approved for signature** by the Chairman.
- 137/20 **Receipt of Minutes from Committees:**
It was unanimously agreed to **RECEIVE** and **NOTE Minutes 013- 024/20 of the Amenities Committee.**
- 138/20 **Borough Councillors Report:** Cllr Wood reported on the CBC announcement of Refuse collection being hindered by the current icy weather.
- 138/20 **ECC Issues:** In the absence of Cllr Jowers and his report, The Parish Council asked of any response from Cllr Bentley regarding Highways matters in Tiptree. As no response had yet been provided, the clerk was tasked with providing a follow- up request for meeting. **Councillors agreed to receive and note the Borough Report.**
- 139/20 **Public Footpath: Birch Wood to Park Lane:** The clerk discussed a letter provided by a Member of the Public regarding access to field and establishment of a footpath toward Birch Wood. The clerk provided some background, and the ECC Public Right of Way response. With all Councillors aware of the letter, the

clerk suggested that he draft a reply, for approval by the Chairman prior to delivering the response. It was unanimously **RESOLVED that this response met with council approval.**

- 140/20 **Neighbourhood Plan update:** Cllr Greenwood reported that the joint CBC/TPC letter to NPIERS had been sent regarding the examination of the Neighbourhood Plan, and we are now awaiting their response. Cllr Greenwood further stated that we are now awaiting a response from CBC regarding our request for an ECC Highways traffic study to help determine traffic flows and to add an addendum to the SEA regarding the choice of sites for development and the possible allocation of only 400 additional houses in accordance with the recommendation of the Examiner. Finally, the NHP steering group will be updating their call for sites, to ensure that their data is current and not stale when the plan is next examined. **Council Resolved unanimously to receive and note the report.**
- 141/20 **New Parish Office Progress:** The clerk reported on the two new set of charges invoiced by the builder. The first for additional work required by the Building Inspector, and the second for additional work required after the roof was opened and found to be in poor repair. Cllrs were unhappy that the additional work was not brought to light sooner (at the quote stage), but were aware that the work needed doing. **Council RESOLVED to unanimously agree the additional charges as invoiced and note the report.**
- 142/20 **Land transfers.** The clerk reported on the Caxton Close land transfer, which now included an additional piece of land to the side. Discussion with ground staff confirmed that this additional piece of land would not be an onerous undertaking, and it was therefore unanimously **RESOLVED that council proceed with the transfer.** As information, the clerk further relayed that the Grove RD PF extension field was still not ready to transfer, as title issues had not been resolved. The clerk also informed council that solicitors had been instructed regarding the transfer of allotments via S106 on the Nine Acres development.
- 143/20 **IT Upgrades:** The clerk reported on an issue with using the tower-based Clerk's computer in a lockdown with single-license based applications. As the budget for next year already included the purchase of a new system, it was requested that this be brought forward as a laptop purchase. **After a brief debate, a RESOLUTION that the clerk proceed with a laptop purchase was unanimously agreed.**
- 144/20 **Parish Noticeboards (McColls):** Cllr Webb had reported on the poor state of repair of the Noticeboards at McColls. Council agreed that they were in a poor state, and that new wall mounted boards should be placed on the wall of the New Parish offices. The "Parish Noticeboard" sign also requires "touching up". **Council unanimously RESOLVED to purchase new boards for the legal notices at the Parish Office, leaving one/two boards in reasonable shape for Community notices at McColls.**
- 145/20 **Staff Hours:** A requested increase in the Village Caretakers hours was briefly debated, and **unanimously approved as an increase of 7 additional hours per week effective May 1st 2021.**
- 146/20 **Bank Reconciliations:** Cllr Wood reported that all bank reconciliations up to and including the end of January 2021 have been correctly carried out. **The report was received and noted.**
- 147/20 **Community Hall Booking System:** The clerk reported that the Hall Master system was still being trialled (without fee) and would be purchased toward the end of March, (with Council approval at 8th March meeting). The trial was proving difficult to properly examine the system, as there has only been one booking to

date (due to COVID lockdown). **RESOLVED to review the system on March 8th.**

148/20 **Budget Vs Spend Report.** The clerk walked councillors through the report, highlighting areas for discussion. **The report was received and noted.**

The Chairman then closed the meeting at 20.08 pm.

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