

Steering Group Meeting Notes held at The Tiptree Community Centre on the 2nd Feb

Present

Cllr Greenwood (Chair), Cllr Webb (V Chair), Cllr Allen-Shepherd , Cllr Redgewell

Steve Read, Sue More, Adrian & Jean Foster Brown

1. Apologies for absence

None

2. Declarations of interest

None

3. Questions from the Public

None

4. Approval of notes from previous meeting 19th Jan 2022

Approved

5. Actions outstanding from Previous Meeting 19th Jan 2022

None.

6. Chairmans Update

Two meetings had recently been held, one with AECOM and one with Cottee Transport and a further meeting was scheduled for the 8th Feb 2022

7. NP Progress

There were some minor edits to be completed since the Consultant had reviewed the Plan. CBC still to review. Council had approved subject to no major changes. Once the edits had been completed JG would send to the Group. He asked the Group to let him know of any typos, errors they may find for further editing before printing.

Action Jonathan Greenwood/Group

8. Grant Progress

Secretary had spoken to Locality again as requested regarding the rules of expenditure of any activity taking place after the end of March. She explained this to the group again and it was noted that most activity would now be actioned before the end of March so hopefully not much money would have to be returned. She was now in the process of completing the required forms to Groundwork to enable receipt of money.

Action Secretary to complete once documentation required is received from the Parish Office

9. Regulation 14 Consultation

It was agreed to start Consultation on the 25th Feb subject to being able to go live on the website. Consultation end date would be Midnight on Sunday 10th April with the exhibition dates of Saturday 12th March and Wednesday 16 March. The group then discussed the timetable in much detail and Steve Read would update the document and distribute to the Group for further reference and action

Action Steve Read to distribute documentation

Action Secretary to check with the Clerk that he would be able to upload website on the 25th Feb

10. Correspondence

None received

11. Finance

No expenditure had been incurred other than office costs

12. Date of next Meeting

An additional scheduled meeting was arranged for the 16th Feb. The next scheduled meeting 2nd March 2022 would be cancelled and utilised as a practice run for the exhibitions.

No further scheduled meetings then until May 2022

Meeting closed at 8.25pm