

## TIPTREE PARISH COUNCIL



### MINUTES OF THE FULL COUNCIL MEETING of TIPTREE PARISH COUNCIL

The Full Council Meeting of the Tiptree Parish Council took place in the Small Hall at the Community Centre, Caxton Close on Tuesday 7 June 2022 at 7.38 pm.

Present: Cllrs

Jonathan Greenwood (Chairman)	Sue Allen-Shepherd
Colin Bigg	Ed Birkin
Stuart Gulleford	Christian Kitley
A (Tony) Peck	Michael Maund (Vice Chairman)
Sandra Redgewell	Simon Phillips
Mark Woodcraft	Diana Webb

Also in attendance—one member of the public, CBC Cllr R Mannion, the Deputy Clerk and the Clerk of the Council.

022/22      **Apologies for Absence:** – Apologies for absence were Received and Noted from Cllr. B Wood.

023/22      **Declarations of Interest** – None

**Chairman's Remarks:** The Chairman reported that (1) we have received notice that one of our caretakers intends to leave us shortly in order to return to teaching. A search is underway for another caretaker. (2) The chairman wanted to extend his thanks to the two organisers (Cllrs Redgewell and Woodcraft) who arranged the Jubilee Fun Day. It was an exceptional event and had received nothing but praise from all those who attended.

024/22      **Questions and statements from the public** – None

025/22      **Minutes of the Full Council.** The minutes for 3 May 2022 were **unanimously approved for signature** by the Chairman.

026/22      (a) **ECC Cllr Report:** Cllr Jowers was not present.

**(b) CBC Cllr Report:**

Cllr Mannion spoke briefly on (i) the recent Jubilee Fun Day, which he hailed as a great success, (ii) The EV charging point at the shell garage, which apparently was not a "Condition" of their planning, and therefore the non-delivery remains un-enforceable. (iii) The Colchester Local Plan is likely to be voted into being, even though there are long standing areas of concern (development on the Middlewick Ranges). The ability to re-build the plan without this would mean a further 2 year delay, which is not acceptable in a time of predatory development.

- 027/22 **Payment Lists:** The payment lists for May 4<sup>th</sup> and May 18<sup>th</sup> (*previously approved by email*) were reviewed and it was **RESOLVED unanimously to approve the payments.**
- 028/22 **Internal Audit:** The report provided by the Internal Auditor was considered and unanimously agreed to be received and noted. The recommendations were considered individually, with the following action:
- (a) Consider additional Bank Accounts in order to spread the risk of the money held. This was considered to be unnecessary, as a great amount would shortly be spent on the Duck Pond improvements. – **No Action approved.**
  - (b) Have the buildings re-evaluated for revised rebuilding costs, in light of current build out costs – **Unanimously agreed. Clerk to Action**
  - (c) Community Centre Audit of booking operations - **Unanimously agreed. Clerk to Action.**
- 029/22 **Annual Governance and Accountability Return (AGAR):**
- (a) Statement of Assertions. The assertions were read out, and individually, unanimously agreed by Council. The chairman asked if he could therefore sign the document, which was unanimously approved.
  - (b) Accounting Statement. The accounting statement for 2021/2022 was unanimously approved by show of hands, and the Chairman signed to confirm approval.
  - (c) Date of Inspection by Electors: The dates proposed by the External Auditor (13 June to 22 July) were put forward and approved by Council unanimously.
- 030/22 **Co-Option:** Council received a single application for the vacancy on Maypole ward. The candidate provided a brief update on why he wished to take on the role, and the retired while Council briefly deliberated. **Council approved the co-option of Cllr Ashley Girling** on his return, where he signed the Acceptance of office and joined the table.
- 031/22 **Assignment to Committees:** There were a number of vacancies to fill, and both Cllr Birkin and Girling had yet to be assigned. Cllr Birkin asked to be added to both Amenities and Planning. Cllr Girling asked for a little time to understand further the roles of each and how he could help. **Council unanimously agreed to assign Cllr Birkin to both Amenities and Planning.**
- 032/22 **Grove Lake Repairs:**  
The clerk had prepared an Invitation to Tender (ITT) document, in order to load the details on the Crown procurement website. Council reviewed the document and **unanimously agreed to proceed to Tender with the document.**
- 033/22 **Jubilee Events Group:** Cllrs Redgewell and Woodcraft provided an update on the event, which by all accounts was delivered to great acclaim. A total of £3,147 was received in donations, which will be split 50/50 between Essex Air Ambulance and Tiptree Christmas Fayre. The cheque for £1,573.00 for the Essex Air Ambulance will be made out by the Parish Council. It was estimated that some 5,000 people attended the event, and the event was delivered on budget. Lessons for the next event include tighter appearance guarantees from food vendors, and easier access to parking for those with disabilities. The chairman repeated his thanks to the organisers, but also all those who helped to run the event on the day. **The report was received and noted.**
- 034/22 **Neighbourhood Plan:** The chairman reported that the recent Appeal by Marden Homes to develop 130 homes at the North end of the village was unfortunately successful. This meant that we could either chose to assimilate the 130 homes

into our 600 home minimum requirement by CBC, and either (a) reduce our current Plan numbers - which would mean going back to the beginning again, and redeveloping all the supporting documentation for the revised (again) further Reg 14 consultation. This would add at least a further 12 months to the plan, during which time, developers are circling the village to pick off outlying areas that are not part of our plan. For this reason, the Steering Group are recommending that we absorb the additional 130 homes, and proceed at speed to finalise the current plan. This found favour with all. The Regulation 14 consultation for the Tiptree Neighbourhood Plan finished in May, and the Group are now examining the responses, to determine what (if any) modifications need to be made to policies, prior to submission to CBC for Regulation 16 consultation by them. **The report was received and Noted.**

- 035/22 **Meeting Location:** The current use of the Small Hall reduces the capability of the Community Centre to hire the site. With the reduction in COVID threat, Councillors discussed returning to the Meeting Room. After discussion, it was agreed that all **Committee meetings would be held in the Meeting Room, but Full Council and Planning would remain in the Small Hall.**
- 036/22 **Training:** Cllr Bigg wanted to remind Cllrs that certain committees required specialised knowledge, which can be obtained formally from EALC, CBC and from the Clerk. This should be strongly considered by all that wish to join a committee, preferably before they are elected to that committee, in order to be most effective. **The report was received and noted.**
- 037/22 **Receipt of Minutes:** Council determined to receive and note the minutes “en bloc”, and **unanimously agreed to receive and note the minutes of:**  
Planning Committee 01 Mar and 05 Apr 2022  
Amenities Committee 08 Mar and 12 Apr 2022  
Highways Committee 22 Mar and 19 Apr 2022  
Policy & Finance Committee 22 Mar 2022.
- 038/22 **Purchase of a Portable Speaker system:** Council reviewed the 3 quotes provided, and after some discussion, agreed unanimously on the purchase of the VONYX battery powered PA. **The clerk was unanimously instructed to obtain the PA System.**
- 039/22 **Bank Reconciliations:** Cllr. Peck reported that he had completed the Bank reconciliations for May. **The report was received and noted.**
- 040/22 **Financial Overview:** The spend against budget to-date was discussed, received and noted.

The Chairman then closed the meeting at 20.55 pm.

Signed.....*J.H. Greenwood*..... Date.....*5/7/22*.....