

Meeting of Tiptree Parish Council Minutes

The meeting of the Full Council took place on Tuesday 3rd December 2024 at 19.30 in the Small Hall, Tiptree Community Centre, 1A Caxton Close, Tiptree CO5 0AH.

Councillors Present:

CLlr J Greenwood - **Chair** CLlr M Maund – **Vice Chair** CLlr A Dickey
CLlr M Hatton CLlr A Peck CLlr M Woodcraft
CLlr B Wood

Also in attendance: Clerk to the Council and one member of the public.

114/24 **Apologies for absence:**

Apologies were noted from CLlrs Birkin, Allen-Shepherd, Girling, Gulleford, and Webb.

115/24 **Declarations of interest:**

CLlr Greenwood declared an interest in the grant request for TYPO as he is a Trustee of the charity.

116/24 **Chairs Announcements:**

- i. The chair provided details of the funeral of CLlr Roger Mannion
- ii. This was the current Clerks last meeting, and the chair thanked the Clerk for her service over the last 2 years.

117/24 **Minutes of Meeting:**

The minutes of the meeting held on 5th November 2024 were proposed, seconded, and **Resolved** unanimously as being an accurate record and duly signed.

118/24 **Public questions:**

There were no questions from the public.

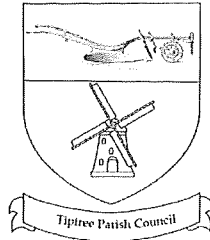
119/24 **Receipt of Approved Minutes:**

Council determined to receive the minutes in full and **unanimously** agreed to receive and note the minutes of:

Minutes of the Planning and Highways Committee	1st October 2024
Minutes of the Community Committee	15 th October 2024
Minutes of Staffing Committee	27 th March 2024

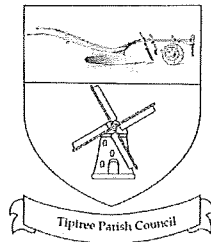
120/24 **District and City Councillor reports:**

CLlr Dundas sent his apologies that he was not able to attend.
No reports were received.



- 121/24 **Payment List:**
The payments for the month of November were unanimously approved, having been previously approved by email.
- 122/24 **Financial Review:** The report was noted and received by the council.
- 123/24 **Bank Reconciliation:**
The October bank reconciliation was completed with no issues.
- 124/24 **Half Year 1 2025 meeting Schedule**
The Schedule was reviewed and a date for the annual parish Meeting as agreed. It was then proposed seconded and resolved unanimously to accept the HY1 Schedule.
- 125/24 **Dedication of Christmas Tree - Roger Mannion**
The Chair expressed the council's sadness on the passing of Roger Mannion and stressed that Roger has been a force for good for the community.
The Council have had a new Christmas tree planted on Windmill Green and it was proposed by Cllr Hatton that the tree was dedicated in Roger's memory. This was then seconded and **Resolved** unanimously that the tree would be dedicated to Roger's memory.
- The council asked the Clerk to investigate mediums for a dedication to be placed on Windmill green. The clerk will bring options back to council in due course.
- Cllr Greenwood handed the meeting chair and took no part in the discussion or voting for the following item.
- 126/24 **Grant Request from TYPO**
After discussion it was proposed Seconded and Resolved by majority with one abstention to provide a grant to TYPO for £2500.
- 127/24 **Exclusion of the Press and Public:**
It was proposed seconded and unanimously **Resolved** that under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S5) of the Local Government Act 1972.
- 128/24 **Clerk and Responsible Financial Officer recruitment.**
After discussion it was proposed, seconded and **Resolved** to accept the staffing Committee's recommendation for the employment of a new clerk and responsible financial officer.
- It was also proposed, seconded and **Resolved** to employ the current clerk on a temporary basis as a consultant for the month of January.

Julia



- 129/24 **Deputy Clerk request to reduce hours.**
After discussion it was proposed, seconded and **Resolved** to reduce the Deputy Clerk's hours.
- 130/24 **Payment of overtime to Community Centre Manger**
After discussion it was proposed, seconded and **Resolved** to accept the clerk's recommendation.
- 131/24 **Chair closed the meeting at 20.22**
Date of next meeting 7th January 2025

Signed *J.R. Greenwood*

Date: 7th January 2025