

Meeting of Tiptree Parish Council Minutes

The meeting of the Full Council took place on Tuesday 6th May 2025 at 19.30 in the Small Hall, Tiptree Community Centre, 1A Caxton Close, Tiptree CO5 0AH.

Councillors Present:

Cllr J Greenwood

Cllr A Dickey

Cllr M Woodcraft

Cllr M Hatton

Cllr A Girling

Cllr S Allen-Shepherd

Cllr W McNulty

Cllr A Peck

Cllr D Webb

Cllr S Gulleford

Also in attendance: The Clerk and the Deputy Clerk to the Council, Colchester City Councillors (CCC) Cllr Calverley and Cllr Dundas.

1/25 **Election of Chair of the Council** – Cllr J Greenwood was **unanimously** voted as Chair of Tiptree Parish Council.

2/25 **Election of Vice-Chair of the Council**- Cllr A Dicky was **unanimously** voted as Vice Chair of Tiptree Parish Council.

3/25 **Apologies for absence:**

Apologies were proposed, seconded, and **unanimously Accepted** from Cllr E Birkin, Cllr C Kitley and Cllr B Wood, for being unable to attend the meeting due to personal reasons.

4/25 **Declarations of interest:**

Cllr Hatton gave a Declaration of a non-pecuniary interest in the Tiptree Hub item 22.

Cllr D Webb gave a Declaration of a non-pecuniary interest in The friends of Tiptree Heath item 23.

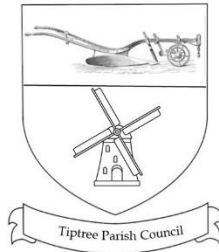
5/25 **Chairs Announcements:**

-The Chair announced that Cllr B Wood was in Colchester receiving an award for her years of service as a Colchester City Councillor

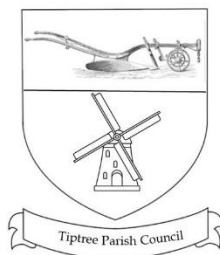
-Thank you for all the councillors that attended the Annual parish meeting which went well, and Tiptree tipplers recruited a few new members.

-It has come about that a small parcel of land has come up for sale Amenities are to investigate this and bring it back to Full council.

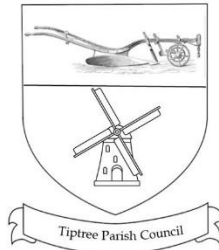
-On Thursday we will be holding a brief service and two-minute silence at the war memorial.



- 6/25 **Minutes of Meeting:**
The minutes of the meeting held on 1st April 2025 were amended 199/24” This is a one-off grant to assist with graveyard maintenance.” This was proposed, seconded, and **Resolved** by a majority as being an accurate record and duly signed.
- 7/25 **Public questions:**
There were no questions from the public.
- 8/25 **Receipt of Approved Minutes:**
Council determined to receive the minutes in full and **unanimously** agreed to receive and note the minutes of:
- | | |
|--------------------------------------|---|
| Planning and Highways Committee. | 1 st April 2025 and
8 th April 2025. |
| Amenities and Environment Committee. | 8 th April 2025. |
| Policy and Finance Committee. | 25 th March 2025 |
- 9/25 **City Councillor reports:**
Cllr Dundas spoke on;
- North Essex Parking Partnership are moving more towards self-funding projects and they are dropping the School parking scheme due to it being too successful.
 - There is a re-run of the local plan at Colchester City Council on 7th May.
 - Five-year housing supply is going from 750 to 920 new homes per year.
 - As of July 26, the housing supply will be going up from 920 to 1300 plus a 20% buffer taking the total to 1560 homes per year.
 - The request for Local government reform went in in March, the guidance needs to be evidence based and a reminder that the population should be 500,000 per each unity in Essex. This means there will likely be 3 Unitary authorities rather than 5.
 - The Florence Park development is at 48 occupied out of the 51 needed to trigger S106 payments.
 - V-E Day there will be a Flag raising at 10 o'clock and beacon lighting at Castle park.
- 10/25 **Payment List:**
The payments for the month of April were Proposed, seconded and **unanimously** approved, having been previously approved by email.
- 11/25 **Councillor assignment to committees:**
Cllr W McNulty volunteered to join the Community and indoor spaces committee this was Proposed, seconded and **Unanimously** approved. Otherwise, committee membership remained the same.



- 12/25 **Bank Reconciliations:**
The reconciliation was completed for April and received by council.
- 13/25 **Standing orders:**
After discussion it was proposed, seconded and **Resolved** unanimously that the revised Standing orders policy would be adopted.
- 14/25 **Code of Conduct:**
After discussion it was proposed, seconded and **Resolved** unanimously that the revised Code of Conduct policy would be adopted.
- 15/25 **Asset register:**
After discussion it was proposed, seconded and **Resolved** unanimously that the Asset register was approved.
- 16/25 **Notice of Public rights to inspect the end of year accounts 2024-2025.**
After discussion it was proposed, seconded and **Resolved** unanimously that the public can inspect the end of year accounts between Tuesday 3rd June 2025 to Monday 14th July 2025 was approved.
- 17/25 **Annual Governance Statement 2024/25.**
After discussion it was proposed, seconded and **Resolved** unanimously that the Annual Governance Statement was completed and approved.
- 18/25 **Accounting Statement 2024/25**
After discussion it was proposed, seconded and **Resolved** unanimously that the Accounting Statement was completed and approved.
- 19/25 **Financial Review:**
The report was noted and received by the council.
- 20/25 **Agreement of Earmarked Reserve addition:**
After discussion it was proposed, seconded and **Resolved** unanimously that the agreement of earmarked reserve addition would be postponed to assess the needs of new projects that had come in.
- 21/25 **To agree terms of reference for the new building community youth centre working group:**
After discussion it was proposed, seconded and **Resolved** unanimously that the This item would be revisited.



- 22/25 **The 10% profits go to Tiptree Hub from the Duck feeder:**
After discussion it was proposed, seconded and **Resolved** with a Majority that the council will give the 10% profit to the Tiptree Hub and approved.
- 23/25 **Grant Request:**
The Friends of Tiptree Heath Grant was proposed, seconded and **Resolved** with a Majority.
- 24/25 **S106 money to be allocated to the new club house project at Tiptree Heath FC:**
After discussion it was proposed, seconded and **Resolved** unanimously that the S106 monies would be allocated to the new Club house, and the Clerk would ensure the monies are there.
- 25/25 **Exclusion of the Press and Public:**
It was unanimously **Approved** 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.
- 26/25 **Staffing update and approval of pay increase:**
The council received an update on the staffing by the Clerk.
After recommendation from the staffing committee the council discussed then it was proposed, seconded and **Resolved** unanimously that the Deputy Clerk would go from 24 to 28 hours and SCP 20 to SCP 23.
- 27/25 **Chair closed the meeting at 21.09.**
Date of next meeting 6th May 2025.

Signed

Date: 3rd June 2025