

Meeting of Tiptree Parish Council Minutes

The meeting of the Full Council took place on Tuesday 7th October 2025 at 19.59 in the Small Hall, Tiptree Community Centre, 1A Caxton Close, Tiptree CO5 0AH.

Councillors Present:

Cllr J Greenwood

Cllr D Webb

Cllr M Woodcraft

Cllr W McNulty

Cllr A Girling

Cllr S Allen-Shepherd

Cllr Leech

Cllr A Peck

Cllr Osborne

Cllr C Kitley

Cllr B Wood

Also in attendance: The Clerk to the Council.

96/25 **Election of Vice-Chair of the Council** – After discussion it was proposed, seconded and **Resolved** unanimously that Cllr D Webb was voted as Vice Chair of Tiptree Parish Council.

97/25 **Apologies for absence:**

Apologies were proposed, seconded, and **unanimously Accepted** from Cllr M Hatton and Cllr S Akano for being unable to attend the meeting due to personal reasons.

98/25 **Declarations of interest:**

No Declarations were made.

99/25 **Chairs Announcements:**

-The Chair announced that The Planning and Highways committee had discussed the need for a public consultation leading to a long-term plan for Tiptree and the next iteration of the Neighbourhood plan. It was proposed to send this to the Full Council for decision. An email will be sent to all councillors with the background information and the item will be brought to Full council in November.

100/25 **Minutes of Meeting:**

The minutes of the meeting held on 25th September 2025 were proposed, seconded, and unanimously **Resolved** as being an accurate record and duly signed.

101/25 **Public questions:**

There were no questions from the public.

102/25 **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.

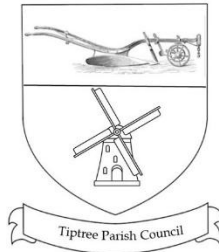
2nd September 2025.

Policy and Finance Committee.

13th August 2025.

Community Youth hub Sub Committee

2nd July 2025



103/25 City Councillor reports:

Cllr Dundas Gave his apologies for his absence.

The Clerk presented the points that were sent in from Cllr Dundas:

- Essex Councils submitted their four proposals for Local Government Restructuring structures in Essex on September 26.
- The planning application for 165 houses on Peakes Field has been refused.
- Regarding Nine Acres, Crest had informed Cllr Dundas they have now approved the S106 variation, and we should have their signature very soon which will allow the permission to be issued.

104/25 Payment List:

The payments for the month of September were Proposed, seconded and **unanimously** approved, having been previously approved by email.

105/25 Financial Overview:

The council received the report from the Clerk and were notified of additional reports each committee would be receiving for each meeting as requested by councillors.

106/25 Bank Reconciliations:

Cllr Wood informed the Council the bank reconciliation was completed for August and September.

107/25 Co-opt new councillor Akano to the Community and indoor spaces committee:

After discussion it was proposed, seconded and **Resolved** unanimously that Cllr Akano would become a part of the Community and indoor spaces committee.

108/25 Co-opt new councillor Osbourne to the Policy and Finance committee:

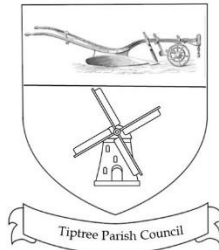
After discussion it was proposed, seconded and **Resolved** unanimously that Cllr Osbourne would become a part of the Policy and finance committee.

109/25 Review the Annual Governance Audit Report 2024-2025:

The Council received the AGAR 24/25 report and recommendations from the Clerk.

110/25 Vote for a Colchester Association of Local Councils representative:

After discussion it was proposed, seconded and **Resolved** unanimously that Cllr S Allen-Shepherd should continue in this role. It was also proposed, seconded and unanimously Resolved that Cllr J Greenwood should continue as the EALC representative.



111/25 Approval of revised terms of reference for the Policy and Finance committee:

At 20.41 Cllr C Kitley left the meeting.

After discussion it was proposed, seconded and **Resolved** unanimously that the revised terms of references required an update table and then were approved.

112/25 Approval for delegated powers for the Communications Officer:

After discussion it was proposed, seconded and **Resolved** unanimously that the Communications officer has the delegated powers to put statements out on behalf of Tiptree parish council, for incidents happen on Parish owned land and is to liaise with either the Clerk, Deputy Clerk or Chairman.

113/25 Considering working alongside Colchester City Council First Aid Bags in Defib boxes initiative.

After discussion it was proposed, seconded and **Resolved** unanimously that Tiptree parish council would join in on this initiative.

114/25 Approval of Earmarked reserves and general funds to be allocated towards Amenities projects:

After discussion it was proposed, seconded and **Resolved** with a majority that the Earmarked reserves relating to the Play equipment project and £6000 from the general fund would be available for the project if required.

115/25 Update on Colchester Road Land Purchase:

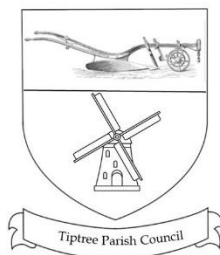
The Clerk reported that the purchase of this piece of land was nearing completion.

116/25 Considering approval of revised Standing orders and Financial Risk assessment:

After discussion it was proposed, seconded and **Resolved** unanimously that both revised versions of Standing orders and the Financial risk assessment were accepted.

117/25 Community engagement:

After discussion it was proposed, seconded and **Resolved** unanimously that the Communications officer would be asked for their input to assist in the survey for residents to gather suggestions leading to further improvements in community engagement.



118/25 **Exclusion of the Press and Public:**

It was **Resolved** by Majority 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.

It was also **Resolved** by Majority that the Clerks voice recording for the purpose of writing minutes of the meeting be stopped.

119/25 **How move our relationship with Colchester City Councillors forward:**

After discussion it was proposed, seconded and **Resolved** unanimously that Cllr Greenwood would draft a letter to encourage growth in the working relationship between Colchester city councillors and Tiptree parish councillors for consideration at the next Full Council meeting.

120/25 **Chair closed the meeting at 21.58.**

Date of next meeting 4th November 2025.

Signed

Date: 4th November 2025