

## Meeting of Tiptree Parish Council Minutes

The meeting of the Full Council took place on Thursday 2<sup>nd</sup> December 2025 at 19.42 in the Small hall, Tiptree Community Centre, 1A Caxton Close, Tiptree CO5 0AH.

### **Councillors Present:**

|                                 |                                 |                       |
|---------------------------------|---------------------------------|-----------------------|
| Cllr J Greenwood - <b>Chair</b> | Cllr D Webb - <b>Vice Chair</b> | Cllr M Woodcraft      |
| Cllr T Leech                    | Cllr B Wood                     | Cllr A Girling        |
| Cllr C Osborne                  | Cllr A Peck                     | Cllr S Allen-Shepherd |
| Cllr M Hatton                   | Cllr W McNulty                  |                       |

Also in attendance: The Clerk to the Council.

144/25 **Apologies for absence:**  
There were no Apologies for absence.

145/25 **Declarations of interest:**  
There were no declarations of interests made.

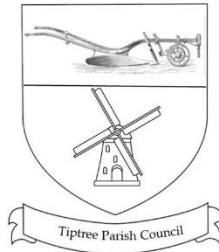
146/25 **Chairs Announcements:**  
Colchester city council's draft local plan consultation started on Wednesday the 26<sup>th</sup> November and runs until 14<sup>th</sup> January. Everyone is invited to make their own responses to the consultation.

The Chairman, Vice chairman and the Clerk of Tiptree parish council would be attending a meeting with messing parish council about the Colchester City councils draft local plan on the 3<sup>rd</sup> of December.

147/25 **Minutes of Meeting:**  
The minutes of the meeting held on 7<sup>th</sup> October 2025 were amended on minute 138/25 removing "After discussion" and replaced it with "due to insufficient information" then it with proposed, seconded, and unanimously **Resolved** as being an accurate record and duly signed.

148/25 **Public questions:**  
There were no questions from the public.

149/25 **Receipt of Approved Minutes:**  
Minutes of the Planning & Highways Committee 4<sup>th</sup> November 2025.  
Minutes of the Amenities and Environment Committee 14<sup>th</sup> November 2025. Cllr Web announced that TVC under Michale Padmore had



created a dead hedge at Grove lake. The central planters have had new drought resistant planted in them.

Minutes of the Community and indoor spaces committee 21<sup>st</sup> October 2025.

Minutes of the Community Youth Hub Sub committee 17<sup>th</sup> September 2025

150/25 **County and City Councillor reports:**

Cllr Paul Dundas has sent his apologies as he is attending another meeting at Colchester city council for the Local government reform. It was agreed the Chairman should write to ECC requesting regular attendance by a County Councillor.

151/25 **Payment List:**

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

152/25 **Financial Overview:**

Full council received a report from the Clerk about the finances of the council.

Cllr Osborne asked the council if there were any other types of financial reports the councillors would like to have sent out which non were asked for.

153/25 **Bank Reconciliations:**

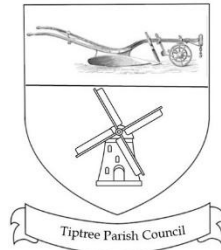
Cllr Wood informed the Council the bank reconciliation was completed for November.

154/25 **Consideration of the councils meeting schedule for the first half of 2026.**

After discussion it was proposed, seconded, unanimously **resolved** that, for a trial period, planning and highways committee meetings would take place after the full council meeting. Also, the policy and finance committees meeting would be at 1900 on the fourth Tuesday of the month in each yearly quarter, The staffing sub-committee members are to schedule their own meetings as appropriate.

155/25 **Consideration of adoption of the Communications and engagement policy.**

After discussion it was proposed, seconded and the unanimously **resolved** that the clerk is to add a paragraph specifying that a councillor should not advertise their councillor status on their personal social media sites.



156/25 **Approval for general funds to be allocated towards the Community and indoor spaces committee for:**

After discussion it was proposed, seconded, unanimously **resolved** that the Community and indoor spaces committee can have a budget of up to £35,000 from the general reserve to replace the exterior fire doors and install ramps at the community centre.

157/25 **Consideration for councillors to receive all the agendas and minutes for all the committees:**

After discussion it was proposed, seconded, unanimously **resolved** that all councillors are to receive all the meeting agendas and minutes for all council meetings.

158/25 **Request for more councillors to become signatories for the banking payments:**

After discussion it was proposed, seconded, unanimously **resolved** that the Cllr Osborne would become a signatory for the bank.

159/25 **Consideration of the consolidation of the councils' financial systems to one computer system:**

After discussion it was proposed, seconded, unanimously **resolved** that the council should move towards a single accounting system especially as the council is taking on more facilities such as allotments, However the clerk is to bring this back to the council in January with more information concerning the cost implications.

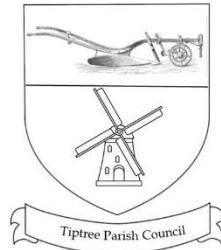
160/25 **Consideration of response from Tiptree parish council as a corporate body, to the Local government reorganisation consultation:**

After discussion it was proposed, seconded, unanimously **resolved** that the council would not respond to the Local government reorganisation consultation.

After discussion it was proposed, seconded, unanimously **resolved** that Cllr Greenwood would respond on the Colchester city councils local plan on behalf of Tiptree parish council, and a social media post is to be published about the Colchester city council's local plan consultation.

161/25 **Consideration a new system for staff payments:**

After discussion it was proposed, seconded, unanimously **resolved** that the scheduled monthly Salaries payments can go straight to approval in the bank if it is with in a 20% variation due to days in the month and overtime.



- 162/25 **Consideration of the council's budget for 2026-2027:**  
After discussion it was proposed, seconded, unanimously **resolved** that the parish council budget for 2026-2027 is accepted and that the Tiptree residents' percentage increases will be decided in January when more information is available.
- 163/25 **Exclusion of the Press and Public:**  
After discussion it was proposed, seconded, Unanimously **resolved** that To RESOLVE 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. Was approved and it was also approved for the Clerk to stop the voice recording.
- 164/25 **Consideration of the response from Colchester City Councillor:**  
After discussion it was proposed, seconded, and the Majority **resolved** that the council would send the discussed response letter to the Colchester city council councillor.
- 165/25 **Chair closed the meeting at 21.47.**  
Date of next meeting 13<sup>th</sup> January 2025.

Signed .....

Date: 13<sup>th</sup> January 2025