

## Meeting of Tiptree Parish Council Minutes

The meeting of the Full Council took place on Tuesday 3<sup>rd</sup> March 2026 at 18.45 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 S Akano
Cllr C Osborne	Cllr A Peck	Cllr S Allen-Shepherd
Cllr W McNulty	Cllr C Kitley	

Also in attendance: The Clerk and the Deputy Clerk of the Tiptree Parish Council.

### 202/25 **Apologies for absence:**

Apologies for absence from Cllr Girling and McNulty were proposed, seconded, and unanimously accepted.

### 203/25 **Declarations of interest:**

There were no declarations of interest made.

### 204/25 **Chairs Announcements:**

- The appeal on Peak's starts on Tuesday the 17<sup>th</sup> of March in the old library in Colchester, it will be running Wednesday 18<sup>th</sup>, Thursday 19<sup>th</sup>, Friday 20<sup>th</sup> then again on Tuesday the 25<sup>th</sup>, Wednesday 26<sup>th</sup>, and if needed the Thursday the 28<sup>th</sup>.
- The session on the 17<sup>th</sup> of March starting 10 o'clock is for members of the public to show their support for the neighbourhood plan and the public can raise their opinion on the appeal.
- There is a consultation for the National Planning Policy Framework, this is open until the 10th of March.

### 205/25 **Minutes of Meeting:**

The minutes of the meeting held on 3<sup>rd</sup> February 2026 were proposed, seconded, and unanimously **Resolved** as being an accurate record and duly signed – subject to a minor amendment to 186/25.

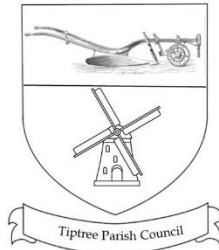
### 206/25 **Public questions:**

There were no questions from the public.

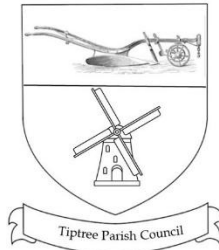
### 207/25 **Receipt of Approved Minutes:**

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

Minutes of the Planning and Highways Committee	13 <sup>th</sup> January 2026.
Minutes of the Amenities and Environment committee	9 <sup>th</sup> December 2025



- 208/25 **County and City Councillor reports:**  
Cllr Dundas was unavailable for the Full council meeting and sends his apologies.
- 209/25 **Payment List:**  
The payments for the month of February were Proposed, seconded and **unanimously** approved, having been previously approved by email.
- 210/25 **Financial Overview:**  
Full council received a Financial update from the Clerk.
- 211/25 **Bank Reconciliations:**  
Cllr Wood informed the Council the bank reconciliation was completed for January and February.
- 212/25 **Consideration of renewal of the office Communications contract:**  
  
After discussion it was proposed, seconded, unanimously **resolved** that the council would renew the contract with BT.
- 213/25 **Consideration of internal controls statement:**  
After discussion it was proposed, seconded, unanimously **resolved** that the internal controls statement was adopted.
- 214/25 **Consideration of festive Street light quotes:**  
  
After discussion it was proposed, seconded, unanimously **resolved** that we continue to pursue this project, to gather more quotes and find a funding option and look into sponsorship if available.
- 215/25 **Consideration of the electrical provider for the Parish office:**  
  
After discussion it was proposed, seconded, unanimously **resolved** that the council chose the quote from the electrical supplier E.ON energy.
- 216/25 **Consideration of who to enquire about for the keynote speaker for the Annual Parish Meeting:**  
After discussion it was proposed, seconded, unanimously **resolved** that the council would inquire as to the availability of a representative from The Conservation volunteers, the Tiptree HUB, The Tiptree Volunteers and Wilkins & Sons to provide a keynote speaker at the Annual Parish Meeting.
- 217/25 **Consideration of adopting the Terms of reference for the Allotments Sub Committee:**  
After discussion it was proposed, seconded, unanimously **resolved** that after amendments to the terms of reference they were adopted.



218/25 **Consideration of terms of reference for the consultation working group:**  
After discussion it was proposed, seconded, unanimously **resolved** that after amendments to the terms of reference they were adopted.

After discussion it was proposed, seconded, unanimously **resolved** that the following councillors would be a part of the working group Cllr Hatton, Allen-Shepherd, Webb, Osborne and Greenwood.

219/25 **Consideration of funding a Community event for Mother's day:**  
After discussion, it was proposed, seconded and **Resolved** by majority that a budget of £300 be agreed for Cllr Leech to purchase of flowers for the event.

The event will be held on Friday 13th March, outside the Parish Council office, between 12:00 pm and 2:00 pm.

Cllr Leech, Cllr Greenwood, Cllr Woodcraft, the Clerk and the Deputy Clerk volunteered to assist on the event.

220/25 **Review and signing acknowledgement form for the Essex pensions report:**  
After review of the presented report it was proposed, seconded, unanimously **resolved** that the acknowledgement form would be signed.

201/25 **Chair closed the meeting at 20.00.**  
Date of next meeting 7<sup>th</sup> April 2026.

Signed .....

Date: 7<sup>th</sup> April 2026