

## Minutes of the meeting of Weeley Parish Council held on 17<sup>th</sup> February 2025

**Present:** Cllrs C. Hamilton (Chair), D. Botterell (Deputy Chair), T. Spong, G. Foster, K. Millar, K. Green, L. Fitzpatrick, and J. Beady. Also in attendance were Cllr P. Harris, Cllr D. Land and 11 members of the public.

**11/25.1 Apologies:** Apologies were received from Cllr Cauvain. Cllr Botterell proposed and Cllr Hamilton seconded and it was **RESOLVED** to accept the apologies.

**11/25.2 Minutes of the previous meeting:** The minutes of the Parish Council meeting held on 20<sup>th</sup> January 2025 were proposed by Cllr Botterell, seconded by Cllr Spong and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 20<sup>th</sup> January 2025 as an accurate record of proceedings.

**11/25.3 Declarations of Interest:** There were no declarations

**11/25.4 Clerk's Report:** The Clerk presented the previously circulated report attached as Appendix A. All Councillors confirmed they had read the report and there were no questions.

**11/25.5 Public Participation:** The Chair invited the members of public in attendance to raise any questions/issues

- A member of the public (MOP) asked about Reed Pond and the Clerk informed that it is still on the Clerk's Report as to be done.

**11/25.6 Tendring District and Essex County Councils:**

**TDC Cllr Harris:** mentioned the following:

- He had called in the 2 planning applications requested by the Council as well as 25/00077/FUL.
- Council discussed full budget and Cllr Harris and others abstained due to £65k a year being spent on the empty Weeley Council Offices and also over the contribution of £25k a year to a PCSO in Harwich but nowhere else.
- No news on Gutteridge Hall Lane but Cllr Harris is pressing enforcement.
- Explained that TDC needs to now build 1034 houses a year and there are 4 options going to public consultation from March – April. Fixed Plan must be delivered by Winter 2025
- Local Elections have been cancelled in May 2025 due to Devolution

**EALC Cllr Land:** mentioned the following:

- Essex is part of the Fast Track to a Unitary Council, There will be no District or County Councils instead a Mayor of Essex. Ian Davidson will lead the submission (March). Mayor by May 2026. Formation of Council 2028.
- Diverted footpath he has spoken to Rose to try and get this improved. Cllr Hamilton has also written to Rose regarding this footpath.
- Blue Barrier by school has been reported.
- Clacton Road to Kidby Way hedge between Pond Farm and White Hart to be cut on 1<sup>st</sup> March
- First Avenue – pot holes to be filled next week (24<sup>th</sup> Feb) including the large one where First Avenue meets The Street.
- Colchester Road by the Crematorium has been fixed,
- Bentley Road sign was fixed but has flopped so a new one has been ordered.

**11/25.7 Flagpole:** Cllr Hamilton discussed the purchase of a Flagpole and sighting at Reed Pond, Clerk presented the research and costs are under £500 plus install. Cllr Botterell proposed and Cllr Spong seconded and it was **RESOLVED** to purchase and install a Flagpole on Reed Pond site. **ACTION - Clerk**

**11/25.8 Playing Field:** There was a discussion regarding more commercial use of the field and it was agreed to speak to Fields in Trust to see if they have any documentation that can help create a new policy, including charging for use of the field and listing events we would not allow, asking for Risk Assessments and asking the user how they would implement Martyn's Law if there are over 200 people expected. It was decided to portion the field up for charging purposes. **ACTION - Clerk**

**11/25.9 VE Day Update:** Cllr Hamilton updated with the following confirmations. A Piper, Flagpole purchase, bar with reasonably priced drinks, 10 stalls, bunting and banners ordered, posters to go up this weekend. All Cllrs confirmed they would be available.,

- 11/25.10 Social Media Policy:** Cllr Hamilton proposed and Cllr Millar the policy and it was **RESOLVED** to adopt the previously circulated Social Media Policy.
- 11/25.11 Memorial Seats Policy:** Cllr Hamilton proposed and Cllr Botterell seconded and it was **RESOLVED** to adopt the previously circulated policy with 2 changes
- 11/25.12 Covid Day of Reflection:** It was noted that the Church will remain open from 12 – 5pm on Sun 9<sup>th</sup> March for anyone who wishes for some quiet time in reflection if they were affected by the Covid 19 Pandemic. **ACTION: Clerk**
- 11/25.13 Street Names from Rose Builders:** All agreed names were reasonable except for Island Grove as no one had heard this woodland called as such. Clerk to reply and ask that this road be renamed to Church View. **ACTION: Clerk**
- 11/25.14 Grant Application from Essex Air Ambulance:** Grant was proposed by Cllr Spong and seconded by Cllr Beady and it was unanimously **RESOLVED** to pay the grant. **ACTION: Clerk**
- 11/25.15 Correspondence:**
- a) Information re CAB funding noted
  - b) Five Estuaries leaflets displayed
  - c) Noted that request for information from Enforcement regarding land in Weeley. Information already provided to ECC
  - d) Noted 10<sup>th</sup> British Spring Clean will take place between 21<sup>st</sup> March and 6<sup>th</sup> April. Information to be provided to WiB
  - e) Noted correspondence from North Falls Offshore Wind Farm.
  - f) Reviewed requests for Playing Field. More information needed.
- 11/25.16 Planning Applications:** Council Members considered the applications set out in Appendix B and determined as shown.
- 11/25.17 Finance and Budget:** The list of monthly payments was proposed by Cllr Botterell and seconded by Cllr Millar **RESOLVED:** To approve the list of payments set out in Appendix C **ACTION: CLERK** - Payments to be setup on Unity Bank and approved by 2 Signatories.
- 11/25.18 Weeley Parish Council Reports:**
- a) Street Lighting: Cllr Spong reported a light permanently on by the Petanque court.
  - b) Tree Warden: Nothing to report
  - c) Playing Field: Nothing to report
  - d) Children's Play Area: Nothing to report
  - e) Highways: Cllr Beady presented her report which is available on the Council's website
  - f) Footpaths: Nothing to report
  - g) Transport: Cllr Millar reported that the Colchester Hopper is running between Colchester Hospital and The Oaks. And Buses are running 50% off Group Tickets for half term.
  - h) TDALC: Cllr Botterell mentioned the Pylon issue for Ardleigh
- 11/25.19 Other Reports:**
- a) Rural Policing: Cllr Hamilton reported 9 crimes in December.
  - b) Speedwatch: Cllr. Beady presented her report which is published on the Council's website.
  - c) Weeley Residents Ass: presented their report which is available on the Council's Website.
  - d) Weeley in Bloom (WiB): presented their report which is available on the Council website.
  - e) Petanque Rink: had nothing to report for this month.
- 11/25.20 Public Participation:** Cllr Harris gave an update on the Business Surgery held last month and mentioned the issue of unemployment caused by increased NI Contributions.
- 11/25.21 Items to be added to the next agenda:**
- First Aid Training
  - Telephone Box
  - Memorial Bench

The Chair closed the meeting at 9.01pm.

Date of Next Meeting will be: **Monday 17<sup>th</sup> March at 7.30pm** at Weeley Village Hall

**Weeley Parish Council**  
**Clerks Report – 17<sup>th</sup> February 2025**

	Topic	Action/issue	Information	Status
1.	Scout Hut	Prepare a new lease.	Have initiated a chat with a new solicitor from Sparlings and have sent a copy of the lease to them. Awaiting response before contacting the Scouts. It is proposed to make the lease 35 years. Estimate received for creating a new lease but also with some information for the Scouts to be passed onto them. Scouts have now appointed representation.	Scouts have returned the Lease to their solicitor and we have updated our Solicitor. Now awaiting further response
2.	Weeley bypass	Determine options for the avenue of poplars	The Clerk has agreed to contact ECC Place Services to chase for a firm proposal including numbers and species of trees to plant.	Email received from ECC Place Services with suggestions. Postponing until March meeting as December meeting is very busy currently.
3.	Reed Pond	Initiate Management Plan	Obtain costs to install a chlorine pump Publish report on website. Purchase and install Lifebuoy at pond - complete No progress on dredging	To be moved this month
4.	Policy Review Schedule	Prepare and circulate	Schedule to be draw up for further policy reviews	Policy Schedule created and circulated – can now be removed
5.	Investigate new Playground Equipment	Research	Contacted Kompan regarding a larger slide and they will site visit and give us estimates	Will seek further quotes, but, no rush on this item
6.	Quarterly Bank Reconciliations	Adopt this policy to reconcile quarterly	To be signed by a Cllr who is not the Chair or signatory.	Q3 reconciliation done by Cllr Millar. Q4 to be done in March
7.	Playground Inspections	No evidence of inspections undertaken despite them happening	Clerk will investigate software to help with this as long as the relevant Cllrs agree and cost agreed	Software setup. Now need to show councillors how to use. Will arrange meeting with James Dunne of PSS
8.	Asset Register	Review Asset Register	Noted that Asset Register should be reviewed for obsolete items and to update actual replacements costs rather than book cost. Suggested that a limit is set for assets to be added (i.e £200 if this is the excess)	Cllr Fitzpatrick will assist the clerk with this activity. Clerk to liaise with Cllr Fitzpatrick and define this. No progress. Possibly use Playground software if adopted to load assets

9.	Accounts Exceed	Accounts exceed FSCS limit of £85000	Council to decide whether to open additional bank accounts to ensure full cover for monies. All banking arrangements to be reviewed	Triple authentication now setup. Cllr Cauvain to be added. Transfer of funds from Barclays account to be done
10.	Fencing at Spinney	Gather quotes to protect Spinney in Weeley Heath from Encroachment	Clerk to gather quotes for fencing at the Spinney	No progress
11.	Facebook	To create a Read Only Facebook presence	Clerk to work with Cllr Cauvain to set this up and define a policy document	Policy amended to reflect WPC once adopted FB to be created in conjunction with Cllr Cauvain

## APPENDIX B

### Planning Applications for month to 17<sup>th</sup> February 2025

Application No.	Details	Address	Comment/ Resolution
<a href="#">24/01802/OUT</a>	Outline Planning Application (All Matters Reserved) - Existing garages to be demolished and replaced with single garage to side of existing property. New bungalow and single garage to be erected at rear of existing property. Access to new bungalow via side of existing property	Mr Danny Blowers, 17 The Street, Weeley, Clacton On Sea, Essex, CO16 9JF	Previously commented and called in
24/00670/LUP ROP /APP/P1560/X/ 24/3351784	Application for Lawful Development Certificate for Proposed Use or Development for use of an existing dwelling (Use Class C3) as a care home for up to three children (Use Class C2).	Woodpeckers Clacton Road Weeley	This appeal was withdrawn on the day of the meeting
<a href="#">25/00077/FUL</a>	Planning Application - Proposed change of use of former tyre/exhaust garage to convenience store with alterations including new shop front, roller shutter and canopy.	7 Colchester Road, Weeley, Clacton On Sea, Essex, CO16 9JT	Object bases on Parking, Noise, Traffic, Residential area late deliveries, Already have this amenity in the village, Inadequate notice given to residents, Waste disposal issues, Light pollution, Pedestrian and Vehicular dangers.
<a href="#">25/00046/NMA</a> (no comments)	Non Material Amendment to 22/00979/DETAIL - Narrowing of one road to provide more landscaping. Replacement of mini-roundabout with a T-junction. Change of house type to plot 255. Rearrangement of parking opposite plot 166. Minor elevational changes.	Land to The South of Thorpe Road Weeley Essex	No Comment

[25/00148/WTPO](#)

Works related to Tree Preservation Order (96/00002/TPO) - Oak Tree - 30% reduction.	Holly House Roxburghe Road Weeley Essex	Need an Arborist report. Cllr Harris to investigate
Application for Advertisement Consent - Erection of a D6 small format Advertising Display.	Colchester Road Weeley Essex CO16 9AD	No comment
Works related to Tree Preservation Order (93/00018/TPO) - 1 No. (T1) Oak - to reduce by 40%. 1 No. (T2) Oak - to remove dead wood. No. 1 (T3) Oak - to pollard. 1 No. (T4) Oak - to Fell.	53 Mill Lane Weeley Heath Clacton On Sea Essex	Need an Arborist report. Cllr Harris to investigate
Application under Section 73 of the Town and Country Planning Act for Variation of Condition 3 (Sui Generis Uses) of application 21/01757/FUL to allow occupation of Farmhouse and Annexe for C2 residential care (previously approved as respite care).	Hornbeams Hawk Lane Weeley Clacton On Sea	Council to support application

[25/00144/ADV](#)

[25/00192/WTP  
O](#)

[25/00226/VOC](#)

## Planning Determinations

Application No. and determination	Proposal	Address
<a href="#">24/01667/FUL</a> Approval – Full 23.01.2025 Delegated Decision	Planning Application - Retention of 1 No. playground equipment over 4 metres in height	Weeley Play Park Old Clacton Road Weeley Essex
<a href="#">24/01738/VOC</a> Approval – Full 22.01.2025 Delegated Decision	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Drawings) of application 23/00361/FUL to enable/allow amendment to approved plans.	Oakdene Wenlock Road Weeley Clacton On Sea Essex CO16 9DX

<a href="#"><u>24/01779/LBC</u></a> Refusal - Listed Building Consent 27.01.2025 Delegated Decision	<i>Application for Listed Building Consent - Rear parallel range extension to existing Grade II listed cottage (Use Class C3). Demolition of non-original bathroom outshot/catslide extension to create a low-level Ground Floor connection. Replacement of non-original windows with heritage style double glazed timber alternatives. Minor internal alterations including erection of a new partition to form a bathroom on the First Floor. One and a half storey extension to include gable walls, timber framed sliding doors, bay window and Juliet balcony.</i>	Mr Paul McLean Dale Brow Thorpe Road Weeley Essex CO16 9JL
<a href="#"><u>24/01855/FUL</u></a> Approval – Full 07.02.2025 Delegated Decision	<i>Erection of one Self-Build three-bedroom dwelling and associated infrastructure</i>	Mr N Napier Land Site opposite 6 Victoria Road Weeley Essex CO16 9EH
<b>23/01287/FUL</b> <b>Appeal Dismissed</b> 12/2/25	<i>Proposed demolition of existing dwellings and erection of a two storey 66no. bedroom care home for the elderly with ancillary buildings, landscaping and car parking.</i>	The Oaks, Clacton Road, Weeley, Essex, CO16 9EF

## Payments February 2025

Invoice Date	Invoice No.	Cheque No.	Payee	Service	NET (£)	VAT (£)	GROSS (£)
07/02/2025	38209	Current (UB)	Kevin Millar	Lottery Tickets (VE Day)	£30.50	£6.10	£36.60
16/01/2025	25/00022/LOTT	Current (UB)	Kevin Millar	TDC Lottery Registration	£40.00	£0.00	£40.00
10/02/2025	12	Current (UB)	Weeley Village Hall	Cost of Electric Meter	£60.00	£0.00	£60.00
06/02/2025	10005438739	DD	Castle Water	Reed Pond Water Bill	£7.14	£0.00	£7.14
13/02/2025	ZA331947	Debit Card	ICO	Information Commissioners Office	£40.00	£0.00	£40.00
03/02/2025	2025/020	Current (UB)	Suffolk Cloud	Website Hosting (3 years)	£120.00	£0.00	£120.00
20/02/2025		Current (UB)	Essex Pension Scheme	Clerk's Pension (February)	£266.82	£0.00	£266.82
20/02/2025		Current (UB)	Steve Gunter	February Payslip	£846.23	£0.00	£846.23
20/02/2025		Current (UB)	Steve Gunter	Expenses	£40.10	£0.00	£40.10
20/02/2025		Current (UB)	Steve Gunter	Canon Ink Subscription	£3.32	£0.67	£3.99
14/02/2025	Inv 2985	Current (UB)	Essex Cleaning Services	Village Gates Clean (Quarterly)	£40.00	£0.00	£40.00
				<b>TOTALS</b>	<b>£1,494.11</b>	<b>£6.77</b>	<b>£1,500.88</b>

Barclays Bank balances as at 17 February 2025; current account £1010.18; deposit account £116446.22 - doubled the amount in current account to cover Npower for 2 months due to issue with their auto debit system

Unity Bank balances as at 17 February 2025; current account £1711.24

Small Purchases on Debit Card

ICO Subscription

£40.00