

Minutes of the meeting of Weeley Parish Council held on 17th March 2025

Present: Cllrs C. Hamilton (Chair), D. Botterell (Deputy Chair), T. Spong, G. Foster, K. Millar, K. Green, L. Fitzpatrick, V. Cauvain and J. Beady. Also in attendance were 9 members of the public.

12/25.1 Apologies: No apologies were received.

12/25.2 Minutes of the previous meeting: The minutes of the Parish Council meeting held on 17th February 2025 were proposed by Cllr Botterell, seconded by Cllr Millar and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 17th February 2025 as an accurate record of proceedings.

12/25.3 Declarations of Interest: There were no declarations.

12/25.4 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.

12/25.5 Public Participation: The Chair invited the members of public in attendance to raise any questions/issues.

- No issues raised by Members of the Public

12/25.6 Tendring District and Essex County Councils:

TDC Cllr Harris: was not present

EALC Cllr Land: was not present

12/25.7 First Aid Training: Clerk informed that Cllr Beady and Cllr Hamilton will be attending training on Thursday 17th April so we are not currently looking at hosting our own First Aid course due to the complexity of getting everyone available at the same time.

12/25.8 Telephone Box: We have the Phone Box now and Cllr Harris is liaising on our behalf with TDC to see if we can find an area to place it. We are oping to put the box where the previous telephone box was at the corner of The Street and Hilltop Crescent.

12/25.9 VE Day Update: Cllr Hamilton updated as follows. The Flagpole is now delivered and awaiting installation. There are now 20 stall holders and a Pie and Mash van. Bunting has arrived and the banner will go up this week. There are 2 volunteers apart from members of the Parish Council volunteers willing to help out. There will be quality raffle prizes. Cllr Hamilton wanted to thank Cllr Fitzpatrick for her work on the Risk Assessment.,

12/25.10 Complaints Procedure: Cllr Botterell proposed and Cllr Cauvain seconded the policy and it was **RESOLVED** to adopt the previously circulated Complaints Procedure.

12/25.11 Memorial Bench: Cllr Hamilton spoke about a memorial bench for the recreation ground to commemorate Mike Brown. Clerk will investigate options and report back to Council.
ACTION: Clerk

12/25.12 Hosting of Planning Meeting for Community: Cllr Hamilton notified the community that the Parish Council will be hosting a community meeting with Gary Guiver and Peter Harris in attendance to discuss and explain the latest planning updates from TDC and to help residents respond to the current consultation. It was noted that this would take place in the Village Hall from 6pm to 7pm on Wednesday April 2nd.

12/25.13 Correspondence:

- a) TDC Housing Policy changes explained. Council decided not to comment
- b) Clerk explained the rises in Planning Application charges.
- c) Members of Public (MOP) and Councillors were advised to comment on the Tendring Local Plan consultation

12/25.14 Planning Applications: Council Members considered the applications set out in Appendix B and determined as shown.

12/25.15 Finance and Budget: The list of monthly payments was proposed by Cllr Botterell and seconded by Cllr Cauvain and it was **RESOLVED:** To approve the list of payments set out in Appendix C

12/25.16 Weeley Parish Council Reports:

- a) Street Lighting: Cllr Green reported a damaged lamp post by Weeley Caravan Park. He will provide the number so we can have it repaired.
- 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 provided a link for a petition to provide free bus travel countrywide to all over 60s.
<https://petition.parliament.uk/signatures/150983136/signed>
- h) TDALC: Cllr Botterell noted no meeting since the last report

12/25.17 Other Reports:

- a) Rural Policing: Cllr Hamilton reported 19 crimes in January.
- 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 and mentioned the Community Litter Pick on Thursday 20th at 10am.
- e) Petanque Rink: apologies received from Petanque representative.

12/25.18 Public Participation: A MOP asked about cameras by the station and it was noted that Cllr Botterell is dealing with this during this week.

12/25.19 VE Day Risk Assessment : Cllr Hamilton moved this item to after the closure of the meeting so that MOPs could stay or leave for the Council's walkthrough of this document as it was not meeting business. **ACTION: Clerk to buy two code padlocks, check the insurance and arrange for grass to be cut the week before**

12/25.20 Items to be added to the next agenda:

- Telephone Box
- Weeley Bypass
- Insurance
- CCTV Upgrade
- Spinney

The Chair closed the meeting at 20.11pm.

Date of Next Meeting will be: **Tuesday 22nd April at 7.30pm** at Weeley Village Hall

**Weeley Parish Council
Clerks Report – 17th March 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	<ul style="list-style-type: none"> Obtain costs to install a chlorine pump Publish report on website. Purchase and install Lifebuoy at pond - complete No progress on dredging	Lifebuoy to be moved when flagpole erected.
4.	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
5.	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
6.	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
7.	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

8.	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	Cllr Cauvain to be added – forms sent to Cllr Cauvain for signature. Transfer of funds from Barclays account to be done
9.	Fencing at Spinney	Gather quotes to protect Spinney in Weeley Heath from Encroachment	Clerk to gather quotes for fencing at the Spinney	No progress – 3 quotes to be sought
10.	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
11.	Flagpole at Reed Pond	Research a flagpole for VE Day commemorations.	Clerk to find quotations for a Fibre Glass Flagpole of 4.6 metres to be installed ready for the VE Day commemorations of 5 th May 2025.	Flagpole has arrived and is ready for install.
12.	Playing Field	Look into changing policy of hiring field for commercial enterprises	Due to more commercial type hiring request it should be that the Parish Council can charge for these types of field use.	Look into changing policy and charging for commercial uses of the field. Different charging for different sizes of field use. No progress

APPENDIX B

Planning Applications for month to 17th March 2025

Application No.	Details	Address	Comment/ Resolution
25/00254/FULHH	Householder Planning Application - Single storey front and rear extensions	37 Colchester Road Weeley Clacton On Sea Essex	No comments
25/00296/WTPO	Works related to Tree Preservation Order (93/00018/TPO) 1 No. (T1) Reduce oak tree by stables. 1 No. (T2) Reduce declining Oak tree by 5 metres to lower growth.	53 Mill Lane Weeley Heath Clacton On Sea Essex	Email Clive Dawson regarding this application as these trees were reduced recently. Object on this basis
25/00307/LBC	Application for Listed Building Consent - Rear parallel range extension. 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. Internal alterations include 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, 2 dormer windows.	Dale Brow Thorpe Road Weeley Clacton On Sea	Object based on complete change of character of a listed building and its visibility from the road which would not be in keeping with the current view of this building Also the size of the extension seems to almost double the size of the existing building which again is not in keeping with the current view of the listed building.

[25/00271/FULHH](#)

Householder Planning Application - conversion of garage to annex with raising of roof to facilitate a first floor	1 Barnfields Clacton Road Weeley Heath Clacton On Sea	As per previous application object due to over development of this area with specific access and parking issues
Installation of electronic communications apparatus/development ancillary to radio equipment housing.	Land adjacent Church Lane Off Clacton Road Weeley Essex	Just noted by council as no comments invited

[25/00419/TELLIC](#)

Planning Determinations

Application No. and determination	Proposal	Address
25/00046/NM A Approval Non Material Amendment 17.02.2025 Delegated Decision	Non Material Amendment to 22/00979/DETAIL - Narrowing of one road and provide more landscaping. Replacement of mini-roundabout with a T-junction. Change of house type to plot 225. Rearrangement of parking opposite plot 166. Minor elevational changes.	Mr Will Vote - Rose Builders Ltd Land to The South of Thorpe Road, Weeley, Essex, CO16 9AJ
24/00995/ADV Appeal Decision - Dismissed	Application for Advertisement Consent - erection of a D6 small format Advertising Display.	Colchester Road Weeley Clacton On Sea Essex CO16 9AD
25/00148/WT PO Approval - Full 27.02.2025 Delegated Decision	Works related to Tree Preservation Order (96/00002/TPO) - Oak Tree - 30% reduction.	Holly House Roxburghe Road Weeley Essex CO16 9DU
25/00192/WT PO Approval - Full 07.03.2025 Delegated Decision	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. 1 No. (T3) Oak - to pollard. 1 No. (T4) Oak - to Fell.	53 Mill Lane Weeley Heath Clacton On Sea Essex CO16 9BZ

Payments March 2025

Invoice Date	Invoice No.	Cheque No.	Payee	Service	NET (£)	VAT (£)	GROSS (£)
19/02/2025		DD	Barclays	Overdraft Interest	£1.23	£0.00	£1.23
18/03/2025		Current (UB)	EHAAT	Grant to Essex and Herts Air Ambulance Trust	£250.00	£0.00	£250.00
27/02/2025	SI-20520	Current (UB)	AD Mitchell Electrical Contractors	Fix street light 9084	£239.00	£47.80	£286.80
28/02/2025	INV-0758	Current (UB)	Goldacre Contracting	Hedge Cutting Kempton Park	£210.00	£42.00	£252.00
13/03/2025	INV-0762	Current (UB)	Goldacre Contracting	1st Cut Reed Pond/Verges/Field	£459.00	£91.80	£550.80
17/03/2025		Current (UB)	Steve Gunter	Clerks March Pay	£846.23	£0.00	£846.23
18/03/2025		Current (UB)	Essex Pension Scheme	Clerks Pension (March)	£266.82	£0.00	£266.82
28/02/2025		DD	Unity Bank	Monthly Charges	£4.84	£0.00	£4.84
06/03/2025	Inv 16541	Current (UB)	Windsock Company Limited	4.6 metre Fibre Glass Flagpole	£533.00	£106.60	£639.60
04/03/2025	Weeley 0505	Current (UB)	Miss S J E White	The Harmonettes (VE Day)	£275.00	£0.00	£275.00
07/03/2025		DD	Castle Water	Reed Pond Water Bill	£6.45	£0.00	£6.45
11/03/2025	288	Current (UB)	Imaginations Marquee Hire	Marquee (VE Day)	£940.00	£0.00	£940.00
16/03/2025	250301	Current (UB)	Debbie Millar School of Dance	First Aid Course (Cllr Beady / Hamilton)	£150.00	£0.00	£150.00
				TOTALS	£4,181.57	£288.20	£4,469.77

Barclays Bank balances as at 17 March 2025; current account £1314.85; deposit account £114388.46 - 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 March 2025; current account £4502.66

Receipts

HMRC	£1,838.04	VAT Return HMRC	Barclays Community Account	07/03/2025
EALC	£225	Bursary Cllr Beady	Barclays Community Account	10/03/2025
Interest	£442.24	Interest	Barclays Business Account	03/03/2025