

Minutes of the meeting of Weeley Parish Council held on 19 June 2023

Present: Cllrs C. Hamilton (Chair), T. Spong, J. Beady, L. Fitzpatrick, D. Botterell, K. Green and V. Cauvain. Also in attendance were TDC Cllr P. Harris, ECC Cllr D. Land, K. Harkin Parish Clerk and eight members of the public.

Before opening the meeting, Cllr Hamilton announced that Cllr Mike Brown had recently passed away. She paid tribute to him for his years of selfless work on behalf of his local community in various capacities. She agreed to circulate details of his funeral when they became available.

- 06/23.01 **Apologies:** were received from Cllr G. Foster
- 06/23.02 **Minutes of the previous meeting:** The minutes of the meeting held on 15 May 2023 were proposed by Cllr Botterell, seconded by Cllr Cauvain and agreed as an accurate record of proceedings.
- 06/23.03 **Declarations of Interest:** The Chair invited members to make any relevant declarations of interest. None were offered.
- 06/23.04 **Clerk's Report:** The Clerk presented his previously circulated report, which is attached as Appendix A.
- 06/23.05 **Public Participation:** The Chair invited members of the public if they wished to raise any issues.

A question was raised about what had happened to the oak tree on Second Avenue? Cllr Harris clarified the situation explaining that he is currently attempting to have the rules changed at TDC relating to TPO's to ensure members are notified and able to 'call-in' decisions relating to TPO's.

- 06/23.06 **Tendring District and Essex County Councils:**
TDC Cllr P Harris: asked to be kept updated with progress on the authorisation of the S106 monies for the new playground. He is aware of an issue relating to dog bins. The Clerk agreed to write to Environmental Services with a copy to Cllr Harris.

ECC Cllr D. Land: Essex Highways (EH) budget has been 'enhanced'. Cllr Land met EH officers and was informed of plans to increase repair work using new pothole repairing machines. There will be another round of member-led pothole repairs. Also, a pavement repair initiative.

- 06/23.07 **Correspondence:** The Clerk reported the following items had been received.
- A copy of the minutes of the Second Avenue wilding project.
 - Tendring Brass Band sent a thank you letter for the Coronation Party in the Park payment.
 - A letter of condolences from WRA for Mike Brown.
 - WiB sent a thank you letter the award of the Certificate of Recognition.
- 06/23.08 **Annual Governance and Accountability Return 2021/2022:** The Council has a statutory obligation to prepare and submit within a specified timeframe its Annual Governance and Accountability Return.
- Annual Governance Statement; Proposed by Cllr Hamilton, seconded by Cllr Beady and **RESOLVED:** To approve the Annual Governance Statement.
 - Accounting Statements; Proposed by Cllr Hamilton, seconded by Cllr Botterell and **RESOLVED:** To approve the Accounting Statements. (section 2).
 - Notice of Electors' Rights; Proposed by Cllr Hamilton, seconded by Cllr Cauvain and **RESOLVED:** To approve the dates set out in the 'Notice of Public Rights

and Publication of Unaudited Annual Governance & Accountability Return'. This will be published on the website and posted on the parish noticeboards.

- d) Internal Audit Report; Proposed by Cllr Botterell seconded by Cllr Hamilton and **RESOLVED**: To accept the Internal Audit Report for Year Ending 31 March 2023 and note its recommendations. The Clerk agreed to prepare an action plan to address the recommendations and report progress to a future meeting.
- e) Appointment of an Internal Auditor; Proposed by Cllr Hamilton, seconded by Cllr Spong and **RESOLVED**: To appoint Mrs J Stobart as the Council's internal auditor for the financial year 2023/24

The Council's Annual Governance and Accountability Return will be published on the Council's website.

- 06/23.09 **Grant Making Policy**: The Chair thanked Cllr Fitzpatrick for her work in reviewing the Grants Policy. The Policy was proposed by Cllr Hamilton, seconded by Cllr Spong and **RESOLVED**: To adopt the Grant Making Policy as published on the Council's website.
- 06/23.10 **Annual Salt Bag Partnership Scheme**: After reviewing the current stock of grit, councillors agreed to make an application for 2023/24.
- 06/23.11 **Traffic Surveys**: After some discussion about the need for these traffic surveys, it was agreed that there is an opportunity to speed up the process if the Parish Council agrees to fund them at a cost in the region of £1,000. It was proposed by Cllr Hamilton, seconded by Cllr Botterell and **RESOLVED**: To fund the cost of three traffic surveys, one each on Clacton, Colchester and Thorpe Roads.
- 06/23.12 **Maintenance of Public Rights of Way**: It was agreed to contact ECC and request a second annual cut for the parish footpaths. Ascertain the cost and seek further information about service level agreements.
- 06/23.13 **Planning Applications**: There no planning applications in the last month.
- 06/23.14 **Finance and Budget**: Proposed by Cllr Cauvain, seconded by Cllr Hamilton and **RESOLVED**: To authorise the list of payments set out in Appendix C.
- 06/23.15 **Weeley Parish Council Reports**:
 - a) Street Lighting: Cllr Green reported that there are currently no faulty lights.
 - b) Tree Warden: Much disappointment was expressed about the loss of the oak tree on Second Avenue.
 - c) Playing Field: The Clerk confirmed that the goalpost at the north side of the playing field has been relocated temporarily while the goalmouth is repaired.
 - d) Children's Play Area: The Clerk reported that the specification for the new play area will be published on the Contract Finder website shortly. Cllr Green agreed to ask Playquip to rectify a faulty piece of playground equipment.
- 06/23.16 **Other Reports**:
 - a) Highways and Footpaths: Cllr Beady presented her report (Appendix D).
 - b) TDALC: Cllr Botterell reported that he has been elected vice chair of TDALC.
 - c) Rural Policing: Four crimes reported in Weeley in April.
 - d) Speedwatch: Cllr Beady presented her report, attached as Appendix E.
 - e) Weeley Residents Ass: Diane Miles presented her report (Appendix F).
 - f) Weeley in Bloom: Julia Hopgood read her report. The dry weather is causing problems. Arrangements are in place for The Big Help Out.
 - g) Petanque Rink: Bet Holt sent her apologies advising that she had nothing further to add to her report to the APM.

06/23.17 **Public Participation:** The Chair invited members of the public to raise any issues.

- a) It was confirmed that that the speed limit on Clacton Road, Weeley is 30mph.
- b) It was noted that the deteriorating pavement near the Black Boy is dangerous.

Close of Meeting: The Chair closed the meeting at 8.50pm

APPENDIX A

Clerks Report – 19 June 2023

| Topic | Action/issue | Who | Status |
|--------------------------|--|--------|--|
| New Children's Play Area | Place order. | KPH | Further to the recommencement of the procurement process, the specification is being reviewed. |
| Emergency Plan | Annual update. | Cllr H | Final amendments are being made. |
| Litter Bins | Reassessment of provision. | KPH | The completed survey with new bin proposals has been forwarded to TDC. |
| Scout Hut | Prepare a new lease. | KPH | The services of Nicolas Percival Estate Agents have been engaged to assist to prepare the new lease. |
| Weeley bypass | Determine options for the avenue of poplars | | Awaiting ECC Place Services proposal for how many and what species trees to plant. |
| Traffic Calming | Source a supplier for 30 mph speed limit sticky signs for use on residents wheely bins | KPH | 600 self adhesive vinyl 300 mph speed limit signs 200m x 200mm have been ordered |

1. The Council's insurers have notified that the claim made for an accident on 08/09/2020 has now been formally settled.
2. Weeley Village Hall has informed of a hall hire charge increase in September 2023.

APPENDIX B

Planning Applications for month to 19 June 2023

| Date of Notification | Application No. | Details | Address |
|----------------------|-----------------|---------|---------|
| None received | | | |

Planning Determinations

| Application No. | Detail | Address |
|------------------------------|--|-----------------------------|
| 23/00618/NMA | Non Material Amendment to application reference | Heath Lodge Clacton Road |
| 24.05.2023 | 21/00428/DETAIL for amended glazing and porch to plots 4, 5 & 6. | Weeley Heath CO16 9EF |
| Delegated Decision | | |

23/00589/FULHH
Approval - Full
16.06.2023
Delegated Decision

Proposed single storey rear
extension (resubmission of
approved planning
22/00188/FULHH).

Mill Barn
49A Colchester Rd
Weeley
Essex CO16 9JP

APPENDIX C

MONTHLY PAYMENTS: JUNE 2023

| Invoice Date | Invoice No. | Cheque No. | Payee | Service | NET £ | VAT £ | GROSS £ |
|--------------|----------------|------------|------------------------|--|----------------|---------------|----------------|
| | Yet to Receive | DD | Castle Water | Reed Pond Water Charge | 6.18 | 0 | 6.18 |
| 03/06/23 | IN07218658 | DD | NPower | Electricity Consumption | 393.08 | 19.65 | 412.73 |
| 05/07/23 | | 103301 | HMRC | Income Tax & NI (Apr-Jun) | 341.48 | 0 | 341.48 |
| 05/07/23 | | 103301 | HMRC | Interest | 1.09 | 0 | 1.09 |
| 30/05/23 | INV-0278 | 103302 | Goldacre Contracting | Grass Cut (3 rd Cut) | 415.00 | 83.00 | 498.00 |
| 30/05/23 | INV-0279 | 103302 | Goldacre Contracting | Additional Playing Field Grass Cut | 140.00 | 28.00 | 168.00 |
| 13/06/23 | INV-0291 | 103302 | Goldacre Contracting | Grass Cut (34 th Cut) | 415.00 | 83.00 | 498.00 |
| 02/06/23 | - | 103303 | TDALC | Annual Affiliation Fee | 20.00 | 0 | 20.00 |
| 13/06/23 | D19380 | 103304 | Rochdale Signs Ltd | 30mph speed adhesive signs | 750.00 | 150.00 | 900.00 |
| 17/04/23 | - | 103305 | Weeley in Bloom | Grant aid for planting and shrubs | 500.00 | 0 | 500.00 |
| 13/06/23 | SI-19792 | 103306 | AD Mitchell Electrical | Replace fuseboard on a streetlight | 149.00 | 29.80 | 178.80 |
| 13/06/23 | - | 103307 | C. Hamilton | APM Expenses (pic frames and refreshments) | 109.09 | 1.61 | 110.70 |
| 30/06/23 | | 103308 | K Harkin | Salary | 661.84 | 0 | 661.84 |
| 30/06/23 | | 103308 | K Harkin | Mileage, Phone & BB | 44.63 | 0 | 44.63 |
| | | | | TOTALS | 3946.39 | 395.06 | 4341.45 |

Bank balances as at 16 June 2023; current account £29,532.53; deposit account £84,202.96.

APPENDIX D

Highways Report

There was an overflowing drain by the Fire Station, reported the day it was noticed and the problem was solved within two weeks. The 30mph sign in Crow Lane has been re-erected.

There is a developing pothole on the Street in the middle of the road and opposite both shops, it is large enough that I managed to trip, something that I seem to be getting very good at lately.
Ref number: 2851749

APPENDIX E

Weeley Speedwatch Report

During May 10 sessions were held. In those we logged 157 speeding vehicles, 10 had been logged before, four had no MOT and another four had no road tax. The fastest was travelling at 46mph.

Our newest volunteer took the Speedwatch course on Friday so there are now five of us volunteers.

APPENDIX F

Weeley Residents' Association Report

Our recent outing to Windsor was enjoyed by all who went and although it was a very hot day everyone coped very well.

Our next trip will be on 14th July to Norwich. We shall have free time in the morning when people can go sightseeing and shopping. On the return journey we shall be stopping at Goodies Food Hall where we can get afternoon tea and enjoy the shopping experience, where we can get fresh meat, cheese and bread. Plus, fruit and vegetables and the usual produce that can be bought at Farm Shops.

Our usual weekly and monthly activities continue to attract many people who have the opportunity to enjoy community spirit meeting friends and making new ones.

This afternoon we had a talk by Gavin Saunders who spoke about how to be secure online.

On Saturday 22nd July we have our Hoy Night, and you can book your place with Bet. There are still a few places remaining for the evening at Romford Dogs on 9th July.

All the information can be found on Facebook and on our website.