

# Minutes of the meeting of Weeley Parish Council held on 20<sup>th</sup> January 2025

**Present:** Cllrs D. Botterell (Deputy Chair), T. Spong, V. Cauvain, L. Fitzpatrick, and J. Beady. Also in attendance were Cllr P. Harris and 7 members of the public.

- 01/25.1 Apologies:** Apologies were received from Cllr Hamilton, Cllr Millar, Cllr Green and Cllr Foster. Cllr Cauvain proposed and Cllr Beady seconded and it was **RESOLVED** to accept the apologies .
- 01/25.2 Minutes of the previous meeting:** The minutes of the Parish Council meeting held on 16<sup>th</sup> December 2024 were proposed by Cllr Cauvain, seconded by Cllr Botterell and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 16<sup>th</sup> December 2024 as an accurate record of proceedings.
- 01/25.3 Declarations of Interest:** There were no declarations
- 01/25.4 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.
- 01/25.5 Public Participation:** The Chair invited the members of public in attendance to raise any questions/issues
- No public participation
- 01/25.6 Tendring District and Essex County Councils:**
- TDC Cllr Harris:** mentioned the following:
- There is no contract signed for the old Weeley Offices just a Heads of Terms. TDC is spending £65000 a year on the site. Cllr Harris is making proposals and will continue to inform us on the Flagpole situation.
  - Full Council on 21/1/25 discussing the possible cancellation of local elections.
  - The new proposals would mean no ECC or TDC and bigger unitary authorities.
  - Friday 24<sup>th</sup> Cllr Harris is chairing a Business Surgery in Clacton with over 100 businesses.
  - Gutteridge Hall Lane – enforcement are involved and further information will follow.
  - Cllr Beady asked about a house that has 3 Static Caravans in the garden and Cllr Harris will look into it.
- 01/25.7 Grass Maintenance Contract:** Cllr Botterell proposed and Cllr Cauvain seconded the extension of the Grass Cutting contract to 3 years and it was **RESOLVED** to award the current contractor an extension of 3 years.
- 01/25.8 Banking Arrangements:** The clerk noted that the Unity Bank account is now active and 4 Councillors currently have approval access. The Clerk / RFO can create but not authorise payments and the Chair can create payments in urgent situations where the RFO is not available. All payments have dual approval by any combination of the 4 Cllrs. It was agreed to add Cllr Cauvain as an approver. **ACTION - Clerk**
- 01/25.9 Electric Meter at Village Hall:** Cllr Spong proposed and Cllr Beady seconded a one-off payment of £60 to the Village Hall for the install of an Electric Meter to monitor the use by the Parish Council for CCTV and Lighting in the playground area.
- 01/25.10 Civility and Respect Pledge:** Cllr Cauvain proposed and Cllr Botterell seconded and it was **RESOLVED** to adopt the previously circulated policy with no changes
- 01/25.11 Correspondence:**
- a) Five Estuaries Update newsletter was noted
  - b) Noted that the Chair would attend the Pride of Tendring awards
  - c) Noted that ECC have declared the work on Footpath 16 complete
  - d) Noted that ECC Cllrs Land and Guglielmi had resolved issues with dirt and spill from the Rose Builders site
  - e) Noted the Covid Day of Reflection – Cllr Fitzpatrick will speak with Cllr Hamilton and the Church to see what can be done to reflect this. Clerk will then inform TDC of any actions.
  - f) Discussion on the possible Phone Box donation. Cllr Harris noted that the proposed land is owned by TDC and they currently do not want to sell.

- g) Discussion on additional trees for Weeley as per correspondence from Cllr Green. It was noted that £3000 is earmarked in the budget for trees. All approved spending when identified areas to plant.

**01/25.12 Planning Applications:** Council Members considered the applications set out in Appendix B and determined as shown.

**01/25.13 Finance and Budget:** The list of monthly payments was proposed by Cllr Cauvain and seconded by Cllr Botterell **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.

**01/25.14 Weeley Parish Council Reports:**

- a) Street Lighting: No report
- b) Tree Warden: No report
- c) Playing Field: No report
- d) Children's Play Area: Clerk reported that Playdale have now been paid and a schedule for inspections will be created
- e) Highways: Cllr Beady presented her report which is available on the Council's website
- f) Footpaths: Nothing to report
- g) Transport: No report
- h) TDALC: Cllr Botterell reported that the meeting is on Weds 22<sup>nd</sup> Jan.

**01/25.15 Other Reports:**

- a) Rural Policing: Cllr Hamilton not present.
- b) Speedwatch: Cllr. Beady presented her report which is published on the Council's website.
- c) Weeley Residents Ass: had nothing to report.
- d) Weeley in Bloom (WiB): presented their report which is available on the Council website and that 8 discarded tyres by the station had been converted into planters.
- e) Petanque Rink: presented their report which will be published on the Council's Website.

**01/25.16 Public Participation:** No public participation

**01/25.17 Items to be added to the next agenda:**

- Social Media Policy Review
- Avenue of Trees

The Chair closed the meeting at 8.11pm.

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

**Weeley Parish Council**  
**Clerks Report – 20<sup>th</sup> January 2025**

	<b>Topic</b>	<b>Action/issue</b>	<b>Information</b>	<b>Status</b>
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 February 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	Suggestion on where to move LifeBuoy – ask Cllr Spong to do this.
4.	Policy Review Schedule	Prepare and circulate	Schedule to be draw up for further policy reviews	Grant Policy updated and adopted. Policy Schedule created and will be sent to all Cllrs.
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
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	Arranging meeting with PSS Live to see software in action and understand how to maintain
8.	Asset Register	Review Asset Register	Noted that Asset Register should be reviewed for obsolete items and to update	Cllr Fitzpatrick will assist the clerk with this activity.

			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)	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	Unity account now created and active. 4 Cllrs and Clerk have access. Vicky to be added. Payments for January will be done via this account. Money will be moved between accounts once payments are made
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 sent to Cllr Cauvain to review.

## APPENDIX B

### Planning Applications for month to 20<sup>th</sup> January 2025

Application No.	Details	Address	Comment/ Resolution
<a href="#">24/01855/FUL</a>	Planning Application - The erection of one Self-Build three-bedroom dwelling and associated infrastructure.	Mr N Napier, Land Site opposite 6 Victoria Road Weeley Essex	Is the land included in the Local Plan if so then no objections as long as the neighbours have no objection
<a href="#">24/01915/VOC</a>	Application under Section 73 of the Town and Country Planning Act for Variation of Condition 2 (Approved Plans) of application 21/02014/FUL, approved at appeal APP/P1560/W/22/3291996, to enable changes to the floor plans and roof elevations.	Mr Sam Kent - Kents Construction and Development, Land at Connaught Road, Weeley, Essex, CO16 9EL	Object regarding the increase from 3 bedroom bungalows to 5 bedroom houses which are not in keeping with the local area and also the additional Car Parking spaces that would be needed to accommodate 14 extra bedrooms
<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.	17 The Street Weeley Clacton On Sea Essex	Object based on back land development. Out of keeping with the local area as previous applications have been rejected, all amenities for the property will be lost. The Street is already over developed and there is no identified need for housing in this particular area based on the large

		number of developments already identified for Weeley.
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### Planning Determinations

Application No. and determination	Proposal	Address
<a href="#"><u>24/00901/FUL</u></a> Approval - Full 19.12.2024 Delegated Decision	Planning Application - All-weather arena and hard standing area.	Alison Power - Tendring Hundred Riding Club Land South of Freelands, Thorpe Road, Weeley Clacton On Sea, Essex, CO16 9JH
<b>23/00807/OUT</b> The appeal is allowed, and outline planning permission is granted	Outline Planning Application (all matters reserved) for development of five detached houses.	<b>Land to the rear of The Gables and The Towers, Clacton Road, Weeley Heath, CLACTON-ON-SEA, CO16 9EF</b>

## Payments January 2025

Invoice Date	Invoice No.	Cheque No.	Payee	Service	NET (£)	VAT (£)	GROSS (£)
27/12/2024	18172	Current (UB)	EALC	Cllr Beady Training	£300.00	£60.00	£360.00
29/12/2024	WVH-4160	Current (UB)	Weeley Village Hall	Hall hire and Broadband and Electric	£178.50	£0.00	£178.50
04/01/2025	IN12256098	DD	Npower	Electricity Street Lights	£465.16	£23.26	£488.42
06/01/2025	GB55331AEUI	Debit Card	Amazon	Folders for paperwork	£11.66	£2.33	£13.99
08/01/2025	10005119058	DD	Castle Water	Reed Pond Water Bill	£9.18	£0.00	£9.18
31/12/2024		Current (UB)	Essex Pension Scheme	Clerk's Pension (December Spoiled Cheque)	£266.82	£0.00	£266.82
20/01/2025		Current (UB)	Essex Pension Scheme	Clerk's Pension (January)	£266.82	£0.00	£266.82
20/01/2025		Current (UB)	Steve Gunter	January Payslip	£846.23	£0.00	£846.23
20/01/2025		Current (UB)	Steve Gunter	Expenses	£16.70	£0.00	£16.70
20/01/2025		Current (UB)	Steve Gunter	Canon Ink Subscription	£3.32	£0.67	£3.99
15/01/2025	Inv - 0737	Current (UB)	Goldacre Contracting	Hedge Cutting	£550.00	£110.00	£660.00
18/01/2025		Current (UB)	J Dyer	Andy Wilshere Singer VE Day-Deposit	£250.00	£0.00	£250.00
20/01/2025		Current (UB)	C Hamilton	Expenses - WPC Events	£39.70	£0.00	£39.70
				<b>TOTALS</b>	<b>£3,204.09</b>	<b>£196.26</b>	<b>£3,400.35</b>

Barclays Bank balances as at 20 January 2025; current account £540.96; deposit account £119234.22

Unity Bank balances as at 20 January 2025; current account £3000.00

Small Purchases on Debit Card

Folders

£13.99

Receipts

EALC

£500 Bursary for Clerk Training

Community Account

08/01/2024