

# Minutes of the meeting of Weeley Parish Council held on 15<sup>th</sup> July 2024

**Present:** Cllrs C. Hamilton (Chair), T. Spong, K. Millar, L. Fitzpatrick, G. Foster, J. Beady, D Botterell and S. Gunter - Parish Clerk. Also in attendance were Cllr D. Land and 4 members of the public.

**07/24.1 Apologies:** Cllr K. Green and Cllr V. Cauvain sent apologies. Cllr Botterell proposed to accept apologies and Cllr Hamilton seconded and it was **RESOLVED** to accept apologies.

**07/24.2 Minutes of the previous meeting:** The minutes of the Parish Council meeting held on 17<sup>th</sup> June 2024 were proposed by Cllr Botterell, seconded by Cllr Hamilton and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 17<sup>th</sup> June 2024 as an accurate record of proceedings.

**07/24.3 Declarations of Interest:** The Chair invited councillors to declare any disclosable pecuniary interests relevant to the agenda.

Cllr Spong declared an interest in planning item [24/00976/ROC](#)

**07/24.4 Clerk's Report:** The Clerk presented his previously circulated report, which is attached as Appendix A. The Clerk also presented the Issues List from the Audit Report.

Cllr Fitzpatrick volunteered to pick up items A.2 and A.9 off of the Audit Issues List in conjunction with the clerk. **ACTION : Clerk and Cllr Fitzpatrick**

**07/24.5 Public Participation:** The Chair invited the members of public in attendance to raise any questions/issues.

- A member of public (MOP) mentioned the issue of parking outside the Vets in Colchester Road and the clerk was asked to write to the Weeley Veterinary Centre on behalf of the council.
- A MOP asked if there was any further news on Gutteridge Hall Lane. Currently no further information as Cllr Harris was not present to give an update

**07/24.6 Tendring District and Essex County Councils:**

**Cllr Harris:** not present so no update

**ECC Cllr Land:** mentioned the following:

- Colchester Road works starting for 4 days
- He had been out strimming pavements in Weeley Heath
- Draining and Flooding team had been out to visit at Poplar bypass and had fixed issues with flooding in the field
- 6 or 7 kerbs had been fixed in Hilltop. Also the pavement outside the bakery has been fixed. The pavement outside the shop is scheduled to be fixed week commencing 27<sup>th</sup> July
- He attended Weeley Open Gardens and this was a great event
- Provided a grant of £1250 to Weeley in Bloom for their carved statue at 2<sup>nd</sup> Avenue
- Discussed the speeding issues in Tendring District and the difficulties in getting any speed cameras installed

**07/24.7 Financial Regulations Policy:** The policy and amendments were discussed and the council agreed that the amounts could be accepted as proposed and all changes identified by the clerk were acceptable. It was proposed by Cllr Hamilton and seconded by Cllr Beady and was **RESOLVED** to adopt the policy as long as the relevant changes completed by the clerk. **ACTION : Clerk**

**07/24.8 Land Purchase:** No discussion as Cllr Harris not present. Move to next agenda

**07/24.9 Verge Sales in Village:** It was discussed and the council believed that most verge sales have now been removed.

**07/24.10 Reed Pond Signs and Lifebuoy:** A discussion was had regarding Signs and a Lifebuoy at Reed Pond. Cllr Hamilton proposed and Cllr Spong seconded and it was **RESOLVED** to purchase Danger Deep Water signs and a Life Buoy. **ACTION : Clerk**

**07/24.11 Possible installation of Larger item of Playground Equipment:** A discussion around larger items of play equipment (such as a tubular slide). It was agreed to investigate what monies are available and what budget would be needed for equipment of this type. **ACTION : Clerk**

**07/24.12 Correspondence:** The clerk reported correspondence received as follows:

- Sgt Nathan Pearson responded to the clerk's request for help with Speeding on Clacton Road and speedwatch was carried out in this location
- Local Bus Tender Outcome 2024 was received and has been published on the Council's website.
- An Invitation was received to Summer Transport Meetings and Cllr Millar will be attending
- Defective furniture on Footpath 16 reported by the council has been scheduled for repair

**07/24.13 Planning Applications:** Council Members considered the applications set out in Appendix B and determined as shown.

**07/24.14 Finance and Budget:** The list of monthly payments was proposed by Cllr Botterell and seconded by Cllr Hamilton **RESOLVED:** To approve the list of payments set out in Appendix C.

**07/24.15 Weeley Parish Council Reports:**

- a) Street Lighting: Cllr Green not in attendance so no report received.
- b) Tree Warden: Cllr Green not in attendance so no report received.
- c) Playing Field: Chris Dyson is now checking the Playing Field to see if it needs further cuts and the council will need to agree any above the 10 agreed in the contract.
- d) Children's Play Area: as covered in the Clerk's Report.
- e) Highways: Cllr Beady presented her report which is published on the Council's website.
- f) Footpaths: Cllr Fitzpatrick has reported footpath 16 overgrown and this has been scheduled for cutting.
- g) Transport: Cllr Millar reported that Route 76 will now run on Sundays every 2 hours and has been taken over by Hedingham and Chambers. Also that part of Colchester Station's Car Park will be shut for 12 months for repairs. TDC Transport meeting is on 24<sup>th</sup> July.
- h) TDALC: Cllr Botterell reported no meetings since the last one

**07/24.16 Other Reports:**

- a) Rural Policing: Cllr Hamilton reported that no information was available for May.
- b) Speedwatch: Cllr. Beady presented her report which is published on the Council's website.
- c) Weeley Residents Ass: No report received as WRA had nothing to report.
- d) Weeley in Bloom (WiB): No report received as no representative of WiB present.
- e) Petanque Rink: presented their report which will be published on the Council's Website.
- f) Sport and Activity Meeting: Cllr. Millar presented his report which is available on the Council's Website

**07/24.17 Public Participation:** Further questions raised as follows:

- MOP raised issues of dangerous driving and it was mentioned that any dashcam footage can be uploaded to Essex Extra Eyes

- MOP also wanted it noted that planning application [24/00672/FUL](#) was an issue in size and stature. Also the issue with lorries if this development was granted.
- It was noted that a large sign advertising Oakleigh Park has been erected on the BP Roundabout.

**07/24.18 Items to be added to the next agenda:**

- VE Day Celebrations
- Speedwatch signs / posters / stickers
- Land Purchase from TDC

The Chair closed the meeting at 8.22pm

Date of Next Meeting will be: **Monday 16<sup>th</sup> September at 7.30pm** at Weeley Village Hall

## Clerks Report prepared by the Parish Clerk

	Topic	Action/issue	Information	Status
1.	New Children's Play Area	Complete installation.	Playdale have now effectively finished the installation apart from some parts for the MUGA and the restoration of the tarmac around the entrance to the Recreation Ground. We have paid another percentage of the final payment but are retaining £25k until we consider everything completed. Clerk has also been in touch with Playdale regarding compensation	Ongoing
2.	Emergency Plan	Annual update.	The final draft has been circulated for comment.	No progress this month
3.	Litter Bins	Install additional bins	It is proposed to simply purchase the hardware (bins), install and notify TDC accordingly. Have contacted TDC to discuss whether planning etc is needed and will revert when I have a answer	Ongoing
4.	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.	Ongoing
5.	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.	No progress this month
6.	Bank Account	Process two additional signatories. Set up BACS payment process	<ul style="list-style-type: none"> <li>• Clerk now added to the bank account.</li> <li>• Liz and Vicky have been added as signatories on the account.</li> <li>• Set up a BACS payments – what was the need for this?</li> </ul>	Possibly completed

7.	Electricity Supplier	Appoint an electricity broker.	Contact Utility Aid and investigate this.	No progress
8.	Reed Pond	Initiate Management Plan	Obtain costs to install a chlorine pump Publish report on website. Purchase and install LifeBuoy at pond No progress on dredging	No progress this month
9.	Audit Suggestions	Separate Issue List	The clerk has created a new Audit Report list that we can review each month	See separate list
10.	Policy Review Schedule	Prepare and circulate	The clerk has initially reviewed the new Financial Regulations and amended, but, will need council input on limits. Schedule to be draw up for further policy reviews	Financial Regs to be circulated for comment schedule not yet drawn up
11.	Reed Pond	Update area around bench	Clerk appointed contractor and this was completed on 27 <sup>th</sup> June 2024	Completed - Remove
12.	External Audit Report Issues	Discrepancies in amounts and VAT	Have reviewed all payments and discussed with the Internal Auditor and think this can now be removed	Completed - Remove

Planning Applications for month to 15<sup>th</sup> July 2024

Application No.	Details	Address	Comment/ Resolution
<a href="#">24/00849/LBC</a>	Application for Listed Building Consent - Replacement of timber rotten double glazed casement windows and French door with like for like double glazed timber casement windows and French door.	2 Hillside House Cravenwood Close Weeley Essex CO16 9DG	No comment
<a href="#">24/00890/FUL HH</a>	Householder Planning Application - Single storey rear and side extension.	5 Willow Walk Weeley Clacton On Sea Essex CO16 9HY	No comment as long as Neighbour has not commented
<a href="#">24/00910/FUL HH</a>	Householder Planning Application - Proposed single storey rear extension.	11 Thornberry Avenue Weeley Clacton On Sea Essex CO16 9HN	No comment
<a href="#">24/00671/LBC</a> Mrs Alex Ball	Application for Listed Building Consent - Proposed conversion of existing outbuilding into ancillary accomodation/rented units, and erection of an extension to the outbuilding to be used as a gym.	Knights Bridge House (Tocketts)Thorpe Road,Weeley Essex CO16 9JJ	Existing Comments still stand
<a href="#">24/00672/FUL</a> Mrs Alex Ball	Planning Application - Proposed conversion of existing outbuilding into ancillary accommodation/rented units, and erection of an extension to the outbuilding to be used as a gym.	Knights Bridge House (Tocketts) Thorpe Road Weeley Essex CO16 9JJ	Existing Comments still stand
<a href="#">24/00942/VOC</a>	Variation of Condition 1 of planning permission 23/01148/DETAIL to make a handful of changes to the fenestration to the approved scheme, to omit the rendered walls in favour of facing brickwork and to install PV panels to each plot.	Freelands Thorpe Road Weeley Essex CO16 9JH	No comment
<a href="#">24/00976/ROC</a>	Application under Section 73 of the Town and Country Planning Act for Removal of Conditions 3 (Agricultural tenancy) of application TEN/90/1351 to enable/allow works.	Oak Farmhouse 23A Mill Lane Weeley Heath Essex CO16 9BZ	No comment

<a href="#">24/00995/ADV</a>	Application for Advertisement Consent - erection of a D6 small format Advertising Display.	Colchester Road Weeley Clacton On Sea Essex CO16 9AD	No comment
------------------------------	--	---	------------

## APPENDIX C

### MONTHLY PAYMENTS: JULY 2024

Invoice Date	Invoice No.	Cheque No.	Payee	Service	NET (£)	VAT (£)	GROSS (£)
29/04/2024	0000055212B	103387	Playdale	2nd Payment for Playground	£59,166.46	£11,833.29	£70,999.75
03/07/2024	IN10966471	d/d	Npower	Street Lighting	£367.74	£18.39	£386.13
01/07/2024	WVH-3972	103388	Weeley Village Hall	PC Meeting Room Hire	£34.00	£0.00	£34.00
25/06/2024	04-CT007	103389	Angela Barnes	Weeley In Bloom Teak Shield Kit	£64.00	£0.00	£64.00
05/07/2024	INV-0577	103390	Goldacre Contracting	6th Cut Playing Field, verges and reed pond	£415.00	£83.00	£498.00
05/07/2024	10002880110	d/d	Castle Water	Reed Pond Standing Charge	£6.91	£0.00	£6.91
05/07/2024	475 / ZA56391	103392	HMRC	PAYE (Quarter 1 ending July 5th)	£288.56	£0.00	£288.56
12/07/2024	IIUKDN1087691237	103393	S Gunter	HP Ink Subscription	£3.32	£0.67	£3.99
12/07/2024			S Gunter	Expenses	£25.80	£0.00	£25.80
12/07/2024			S Gunter	Salary - July	£859.04	£0.00	£859.04
10/07/2024		103394	TDALC	Annual Membership	£20.00	£0.00	£20.00
10/07/2024	1063	103395	Kevin Greenscapes Ltd	Reed Pond Work	£500.00	£100.00	£600.00
10/07/2024		103396	RCCE	Annual Membership	£49.75	£9.95	£59.70
13/07/2024	3780	103397	DM Payroll Services	Payroll maintenance	£60.00	£0.00	£60.00
15/07/2024		103398	Kevin Millar	Keys Cut for Scout Gate	£9.00	£0.00	£9.00
						£0.00	£0.00
				<b>TOTALS</b>	<b>£61,869.58</b>	<b>£12,045.30</b>	<b>£73,914.88</b>

Bank balances as at 12 July 2024; current account £38,615.10; deposit account £150,003.38.