

Minutes of the meeting of Weeley Parish Council held on 16th December 2024

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

- 12/24.1 Apologies:** The clerk sent his apologies .
- 12/24.2 Minutes of the previous meeting:** The minutes of the Parish Council meeting held on 18th November 2024 were proposed by Cllr Cauvain, seconded by Cllr Millar and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 18th November 2024 as an accurate record of proceedings.
- 12/24.3 Declarations of Interest:** The Chair invited councillors to declare any disclosable pecuniary interests relevant to the agenda.
Cllrs Botterell and Millar declared an interest in Item 12/24.15 as invoices due to them.
- 12/24.4 Clerk's Report:** The Chair presented the previously circulated report attached as Appendix A. All Councillors confirmed they had read the report and there were no questions.
- 12/24.5 Public Participation:** The Chair invited the members of public in attendance to raise any questions/issues
- No public participation
- 12/24.6 Tendring District and Essex County Councils:**
ECC Cllr Land: mentioned the following:
- The Devolution White Paper was presented in Parliament today. Essex CC are considering quickening up the process and this may include cancelling elections due in May 2025. A proposal will have to be presented to government by the middle of January.
 - Hilltop Crescent patching of the road was not done very well.
 - Colchester Road potholes, he believes one has been repaired and another needs to be made safe.
 - The Street will be hopefully repaired from its junction with Clacton Road around the bend towards the Bakers.
 - He is aware of the mud being left on the road in Weeley Heath and in Colchester Road.
 - Cllr Land reported that the Tractor Run had been a success.
 - A resident asked if the sign post on the junction of Clacton Road and Bentley Road could be repaired.
 - **TDC Cllr Harris:** not present so no updates
- 12/24.7 VE Day Celebrations:** Cllr Hamilton notified the meeting that work was still progressing on the VE Day activities and there would be more to report in the New Year once possible activities and stall holders were chased. No further expenses this month.
- 12/24.8 Budget Review:** The Budget Report (Q3) and Precept Proposal circulated by the Clerk was proposed by Cllr Beady and seconded by Cllr Botterell and it was **RESOLVED** unanimously to recommend that the precept remain the same for the year 2025/26. The Clerk will submit the relevant documents to TDC. **ACTION - Clerk**
- 12/24.9 CCTV :** Cllr Hamilton reported that she was still waiting for the two CCTV cameras to be fixed. As the Chair said she would like to review the current CCTV system as most of it is quite old technology and has been added to over the years Cllr. Botterell said he would carry out a survey and quote for a new system
- 12/24.10 Grass Maintenance Contract:** The clerk had previously circulated a proposal to extend the Grass Maintenance contract for a further 2 years. Cllr. Cauvain proposed and Cllr Beady seconded the proposal and it was **RESOLVED** to extend the current contract. **ACTION - Clerk**
- 12/24.11 Banking Arrangements:** The proposal to move Weeley funds to more than one bank account to be covered by FSCS regulations was previously circulated by the clerk. Cllr Cauvain proposed and Cllr Botterell seconded and it was unanimously **RESOLVED** to follow the recommendation. **ACTION - Clerk**

12/24.12 Playground Inspections: The clerk had circulated a proposal for Playground Inspections. It was proposed by Cllr Beady and seconded by Cllr Cauvain and **RESOLVED** by the Council to adopt this method going forward. **ACTION - Clerk**

12/24.13 Correspondence:

- a) TDC Call for Heritage Sites - The Chair agreed to recirculate the nomination form to Councillors.
- b) Noted the letter from Weeley in Bloom regarding possible allotments.
- c) Noted the thank you letter from Mrs Christmas for the flowers from WPC.
- d) Noted the ECC Cycling and Walking Infrastructure Consultation

12/24.14 Planning Applications: Council Members considered the applications set out in Appendix B and determined as shown.

12/24.15 Finance and Budget: The list of monthly payments was proposed by Cllr Cauvain and seconded by Cllr Beady **RESOLVED:** To approve the list of payments set out in Appendix C **ACTION:** Clerk to arrange cheques to be signed when available.

12/24.16 Weeley Parish Council Reports:

- a) Street Lighting: Cllr Green reported that street lights 9067 and 9038 were now fixed and all other street lights are working
- b) Tree Warden: Nothing to report
- c) Playing Field: Two suggestions were made. The goal posts need to be moved and the grass needs one more cut this season
- 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 Greater Anglia is to return to public ownership by Autumn 2025.
- h) TDALC: Cllr Botterell had nothing to report

12/24.17 Other Reports:

- a) Rural Policing: Cllr Hamilton reported that 13 crimes had occurred in October.
- 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 website.
- d) Weeley in Bloom (WiB): presented their report which is available on the Council website and they announced the installation of the carved representation of a Napoleonic soldier in Second Avenue on 11th January at 11am. Details available on the Council website..
- e) Petangue Rink: presented their report which will be published on the Council's Website.

12/24.18 Public Participation: Further questions raised as follows:

- A MOP asked about the fly tipped rubbish in station approach as it had been previously reported. The Chair said she would speak to Cllr. Harris. It was agreed that CCTV warning notices should be erected in the area by Cllr. Botterell.

12/24.19 Items to be added to the next agenda:

- Telephone Box

The Chair closed the meeting at 8.15pm and invited attendees to stay for refreshments

Date of Next Meeting will be: **Monday 20th January at 7.30pm** at Weeley Village Hall

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Weeley Parish Council
Clerks Report – 16th December 2024

	Topic	Action/issue	Information	Status
1.	New Children's Play Area	Complete installation.	Final meeting held with Roy Lavery and they have agreed to fix the final issues (uneven ground, Tension pits to be levelled, sign for 4 swing and check for metal nets for MUGA). We will pay the final amount once we seen that all these are complete (less £250 agreed discount)	Meeting held with Roy and all final works should be completed within 2 weeks (6 th December). Once we agree that all works are complete final payment will be made. Planning permission for Space Net submitted just awaiting decision. Myself and Cllr Hamilton met with Roy again and have agreed to pay the final amount.
2.	Emergency Plan	Annual update.	The final draft has been circulated for comment.	Emergency Plan complete and circulated 22/11/24 – remove at next meeting
3.	Litter Bins	Install additional bins	Bins have been purchased by WPC and a grant from Dan Land.	Invoice now paid and money now to be reclaimed from Locality Fund. Claim will be made before Dec meeting. Money now received from Locality Fund
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. Scouts have now appointed representation.	Updated by solicitor and just awaiting further information
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.	Email received from ECC Place Services with suggestions. Postponing until January meeting as December meeting is very busy currently.
6.	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
7.	Policy Review Schedule	Prepare and circulate	Schedule to be draw up for further policy reviews	Grant Policy updated and adopted. Schedule will be drawn up for the New Year

8.	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
9.	Clerk's Contract	Complete and sign contract	Clerk and Chair to complete contract	Contract now signed. Remove
10.	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
11.	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	PSS Live software costs £4 per inspection and can be done on a mobile phone with evidence and audit trail of issues, but, who do the council want to adopt as Playground Maintenance Contract
12.	Clerk Hours	Review Clerk hours at 3 months and ongoing		Hours are sufficient currently - remove
13.	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
14.	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	Proposal to be presented at December meeting
15.	Fencing at Spinney	Gather quotes to protect Spinney in Weeley Heath from Encroachment	Clerk to gather quotes for fencing at the Spinney	No progress
16.	Facebook	To create a Read Only Facebook presence	Clerk to work with Cllr Cauvain to set this up and define a policy document	No progress

Planning Applications for month to 16th December 2024

Application No.	Details	Address	Comment/ Resolution
24/01667/FUL	Planning Application - Retention of 1 No. playground equipment over 4 metres in height.	Clerk Stephen Gunter - Weeley Parish Council Weeley Play Park Old Clacton Road Weeley Essex	No comment
24/01738/VOC	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.	Mr and Mrs East Oakdene Wenlock Road Weeley Clacton On Sea	No comment
24/01779/LBC	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	Mr Paul McLean Dale Brow Thorpe Road Weeley Essex	

Planning Determinations

Determinationn	Proposal	Address
24/01443/OUT Refusal - Outline 26.11.2024 Delegated Decision	Outline Planning Application (all matters reserved) - Proposed development of 2 no. custom-built dwellings..	Mr John Bourne - Jettco Dry Wall Limited 2 Barnfields, Clacton Road, Weeley Heath. Essex. CO16 9EF

APPENDIX C

Invoice Date	Invoice No.	Cheque No.	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No
12/11/2024	11913		Kevin Millar	Pyt to JW Plant for Flag (VE Day Budget)	£37.33	£7.47	£44.80	169154837
04/11/2024	XUI39FYT5E		Kevin Millar	Pyt to Imaginations Event Services (Marquee for VE DAY)	£310.00	£0.00	£310.00	
01/11/2024	587		Kevin Millar	Pyt to Joscasles for Bouncy Castle (VE Day)	£40.00	£0.00	£40.00	
25/11/2024	22664		Tendring Telecomms	Christmas Tree Lights Install	£70.00	£14.00	£84.00	197075766
04/11/2024	8006200		TDC	Servicing of new litter bins	£866.96	£0.00	£866.96	
25/11/2024	18112		EALC	Clerk Training - Roles and Responsibilities	£80.00	£16.00	£96.00	316422724
26/11/2024	18135		EALC	Clerk Training - SO and Law	£180.00	£36.00	£216.00	316422724
04/12/2024	IN12068675		Npower	Street Lighting	£444.31	£22.22	£466.53	559097889
04/12/2024	10004553983		Castle Water	Reed Pond Water Charges	£6.19	£0.00	£6.19	
16/12/2024			S Gunter	December Pay	£846.23	£0.00	£846.23	
16/12/2024			S Gunter	Expenses	£40.10	£0.00	£40.10	
16/12/2024			S Gunter	Canon Ink Subscription	£3.32	£0.67	£3.99	398669467
31/12/2024			LGPS	Clerk - Pension	£266.82	£0.00	£266.82	
29/04/2024	0000055212A		Playdale	Final payment for new playground	£20,625.00	£4,125.00	£24,750.00	155625362
18/11/2024	TEN663111193		Christine Hamilton	TEN for VE Day	£21.00	£0.00	£21.00	
16/12/2024			Christine Hamilton	Expenses for Christmas Meeting	£70.09	£0.00	£70.09	
10/12/2024	SI-20434		A D Mitchell	Maintenance of 2 Street Lights	£558.00	£111.60	£669.60	843710927
				TOTALS	£24,465.35	£4,332.96	£28,798.31	

Bank balances as at 16 December 2024; current account £5705.98; deposit account £144934.22

Receipts	ECC BACS	£525.00	Locality Fund Grant for Bins	Community Account	09/12/2024
	Transfer from Savings	£2,000	Internal Transfer	Community Account	25/11/2024
	Interest Payment	£503.57	Interest on Savings	Business Premium	02/12/2024