

Minutes of the meeting of Weeley Parish Council held on 19th January 2026

Present: Cllrs C. Hamilton (Chair), D. Botterell, L. Fitzpatrick, T. Spong, J. Beady, K. Millar, V. Cauvain and K. Green. Also in attendance were 7 members of the public (MOP)

Before the meeting started Cllr Hamilton delivered a moving tribute to Cllr Gilliane Foster who passed away recently. She had lived in Weeley for over 50 years and was the longest serving member of the Council. All Councillors expressed their loss and sadness. For anyone who would like to pay their respects her funeral service is at the Crematorium at 11.45am on Thurs 29th January.

10/26.1 Apologies: None received.

10/26.2 Minutes of the previous meeting: The minutes of the Parish Council meeting held on 15th December 2025 were proposed by Cllr Botterell, seconded by Cllr Spong and it was **RESOLVED** to approve the minutes of the Parish Council meeting held on 15th December 2025 as an accurate record of proceedings.

10/26.3 Declarations of Interest: Cllrs Beady and Fitzpatrick 10.26.8
Cllr Millar 10.26.8 and 16. And Cllr Green 10.26.16

10/26.4 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.

10/26.5 Public Participation: Member of Public (MOP) asked the following:

- A MOP asked about glass collection and it was confirmed this will start in October.
- A MOP asked if the Council knew about Kennels opening in the 2nd Avenue / Willow Park area or whether planning was needed. **ACTION – Clerk to look into**

10/26.6 TDC Cllr. Harris and ECC Cllr. Land: were unavailable for reports.

10/26.7 New Councillor: Clerk noted that TDC have been notified and co-option process will start on 20th January once TDC confirm no by-election has been called.

10/26.8 Plaque Request from Weeley in Bloom: Council discussed request to put a plaque on the bench at Weeley Fire Station and unanimously approved and it was **RESOLVED** to allow WIB to install a plaque. **ACTION – Clerk to notify WiB**

10/26.9 Civility and Respect Pledge: All Councillor's pledged to abide by the Civility and Respect pledge.

10/26.10 Co-Option Policy: All Councillors confirmed they had read and agreed with the policy. Cllr. Hamilton proposed and Cllr. Cauvain seconded and it was **RESOLVED** to adopt the policy. **ACTION: Clerk to publish policy on website.**

10/26.11 Playground Reports: Clerk presented the report. **ACTION – Clerk to contact Alpine re fence at Petanque and Playdale re caps. Add bins to next agenda**

10/26.12 To appoint the Internal Auditor: The Clerk recommended the current Internal Auditor at a cost of £275. Council voted unanimously to use the current auditor. **ACTION: Clerk to arrange date of Internal Audit**

10/26.13 Local Plan Meeting: Cllr Hamilton notified everyone of the meeting on 4th March at 6pm. Gary Guiver and Cllr. Harris will be on hand to answer any questions. **ACTION: Clerk to publicise online.**

10/26.14 Correspondence: The Clerk read out all correspondence as follows:

- Notification of SOS decision on Five Estuaries Offshore Wind Farm.
- Litter at Kempton Park reported to Environmental at TDC.

10/26.15 Planning Applications: Councillors considered the applications listed in Appendix B and determined as shown.

10/26.16 Finance and Budget: The list of monthly payments was proposed by Cllr. Hamilton and Cllr. Beady seconded and it was **RESOLVED** to approve the list of payments set out in Appendix C

10/26.17 Weeley Parish Council Reports:

- a) Street Lighting: Nothing to report
- b) Tree Warden: New trees to be delivered tomorrow and planted ASAP. Christmas Tree possibly over watered.
- c) Playing Field: See agenda item 10.26/11
- d) Children's Play Area: See agenda item 10/26.11.
- e) Highways: Cllr Beady presented a report which is published on the Council's website.
- f) Footpaths: Nothing to report.
- g) Transport (including Tendring Transport Meeting if held): New timetable for No.76 with later services including Sunday published for April. Currently an issue with drivers not wanting to cover the late evening and Sunday services.
- h) TDALC: nothing since last meeting.

10/26.18 Other Reports:

- a) Rural Policing: Cllr Hamilton reported 16 crimes in November.
- 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's website
- e) Petanque Rink: presented their report which is available on the Council's website.

10/26.19 Public Participation:

- No further questions

10/26.20 Items to be added to the next agenda:

- Replacement bins

10/26.21 The Chair closed the meeting at 20.03pm

Date of Next Meeting will be: **Monday 16th February at 7.30pm** at Weeley Village Hall

Weeley Parish Council

Clerks Report – 19th January 2026

	Topic	Action/issue	Information	Status
1.	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. Sourcing costs for 2 different colour Acer Trees to plant in Autumn 13/10 – On October agenda 17/11 – Postponed by Cllr Green until December 15/12 – Cllr Green to purchase trees under £7000 budget
2.	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 now moved and flagpole erected. Flag purchased for St George's Day.. Reed Pond to be discussed at July Meeting Speaking to Kevin Green re work on the pond / Getting 3 quotes for next meeting 13/10 – Have second quote now but will move to later agenda as work will not start until next Spring now. Anonymous donation of £5000 received
3.	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. 16/7 – Possible use of funds for paths and surfacing 29/7 – to get quotes for surfacing 10/9 – One quote for surfacing received but waiting on Playdale visit and ROSPA report 13/10 – Report received deciding on next steps
4.	Quarterly Bank Reconciliations	Adopt this policy to reconcile quarterly	To be signed by a Cllr who is not the Chair or signatory.	29/7 – Bank reconciliation have a £40 discrepancy so working on this to reconcile. 11/8 – Completed by Cllr Millar and reconciled 20/10 – 2 nd Quarter to be done 11/11 – Clerk and Cllr Millar currently working on this

5.	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 Arranging meeting with new rep. 10/9 – Arranged for ROSPA to do a 6 monthly inspection 13/10 – ROSPA report received all assets now added and Cllr Millar trained. Bi-weekly inspections due to start 15/12 – Playground Inspections now added to agenda
6.	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)	Clr 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 8/12 – Updating and consolidating
7.	Cloud Storage	Find Cloud Storage for Council documents	Currently the Laptop is backed up to a memory card. As part of our risk assessment we should also back everything up to the cloud. This should enable document sharing.	4/9 – Renewed Microsoft subscription which gives 1gb of storage for each of the 6 available accounts. I will begin to look at uploading most recent docs and making accessible to all. 13/11 – No progress
8.	Playground Surfacing	Possible upgrade of surfacing in Over 8's play area	Playground Surface is already coming up and therefore we may wish to use S106 monies to improve the surface.	5/9 – One quote received. Speaking to Playdale and possibly put in a complaint to the API. 13/11 – No progress
9.	Precept	Submit request for precept to TDC	Council agreed precept needs to be sent to TDC for approval and then payment in 2026-27	15/12 – Budget and precept agreed. Sent to TDC and now awaiting reply
10.	Councillor Vacancy	Death of serving Councillor	Contact TDC Election Department and publish notices. If no election called then co-opt a new Councillor	6/1/26 – Notices published on 29/12/25. Election period finishes on 20/1/26. If no election called then co-option at February meeting. I have had 3 interested parties so far and will inform them of the process.
11.	TPOs	Keep a list of all trees in the area with TPOs	Using TDC and Richard Ransom records collate a list of all trees within Weeley that have current TPOs listed	6/1/26 – process started
12.	Weeley Parish Map	Create and publish a map showing Weeley boundaries	Map to show the outer boundaries of Weeley Parish	12/1/26 – Map created and published
13.	Assertion 10	New portion added to the AGAR for 2026	To learn about Assertion 10 and ensure Weeley is compliant	

APPENDIX B

Planning Applications for month to 19th January 2026

Date of Notification	Application No.	Details	Address	Resolution /Comment
12/1/26	25/01297/FUL	Planning Application - Proposed development for 13 residential dwellings and associated landscaping, parking and access	The Oaks Clacton Road Weeley Essex CO16 9EF	To object re wildlife / over development / visible splay

Planning Determinations

Application No. & Determination	Proposal	Address
25/01347/FULHH Approval - Full 18.12.2025 - Delegated Decision	<i>Householder Planning Application - Proposed conversion of garage to annex. New dormers to roof and rear single storey extension.</i>	<i>1 Barnfields Clacton Road, Weeley Heath, Essex CO16 9EF</i>
25/01517/FUL Approval - Full 16.12.2025 - Delegated Decision	<i>Retention of four flats containing 16 supported living units in total with shared facilities.</i>	<i>Willow Park The Street, Weeley, Essex CO16 9JE</i>
25/01753/TELIC Deemed Consent 15.12.2025 - Delegated Decision	<i>Installation of 1no new power generator, 2no new equipment cabinets and associated ancillary works thereto.</i>	<i>Telephone Mast Site 61209 Green Lane Farm, Colchester Road, Weeley Essex</i>

Appendix C

SCHEDULE B										
PAYMENTS FOR AUTHORISATION: JANUARY 2026										
Invoice Date	Invoice No.	Account	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No	Setup Pyt	
31/12/2025		Unity Current (DD)	Unity Bank	Bank Charges Dec 2025	£6.00	£0.00	£6.00		N(DD)	
02/01/2026	WVH-4536	Unity Current	Weeley Village Hall	Hall Hire (Oct-Dec) Electric and Broadband Q4	£178.50	£0.00	£178.50		Y	
08/01/2026		Barclays (DD)	Barclays Bank	Overdraft Interest	£0.68	£0.00	£0.68		N(DD)	
05/01/2026	475/ZAS6391	Unity Current	HMRC	National Insurance Q3 Plus adjustment £1.86	£217.29	£0.00	£217.29		Y	
19/01/2026		Unity Current	Steve Gunter	Clerk's Wages (January)	£872.49	£0.00	£872.49		Y	
19/01/2026		Unity Current	Steve Gunter	Clerk's Expenses (January)	£16.70	£0.00	£16.70		Y	
19/01/2026	2601800004792	Unity Current	Steve Gunter	Canon Print Subscription	£3.32	£0.67	£3.99	GB398669467	Y	
21/01/2026	IVO3927417	Barclays (DD)	SSE Energy	Street Lighting (Dec)	£318.73	£15.94	£334.67	553769603	N(DD)	
21/01/2026	10008781906	Barclays (DD)	Castle Water	Reed Pond Water	£14.80	£0.00	£14.80		N(DD)	
20/01/2026		Unity Current	Essex Pension Fund	Clerk Pension (January)	£275.24	£0.00	£275.24		Y	
19/01/2026	1338	Unity Current	Kevin Green Scapes	Supply and plant 15 trees	£6,680.00	£1,336.00	£8,016.00	480786455	Y	
19/01/2026	18998	Unity Current	EALC	Data Protection Essentials Course	£17.00	£3.40	£20.40	316422724	Y	
31/01/2026		Unity Current (DD)	Unity Bank	Monthly Bank Charge	£6.00	£0.00	£6.00		N(DD)	
				TOTALS	£8,583.75	£1,352.61	£9,936.36			
							£9,936.36			
Barclays Bank balances as at 19th January 2026; current account £389.48; deposit account £26264.69										
Unity Bank balances as at 19th January; current account £9882.46, Savings Account £83666.49										
PreApproved Payments										
£0.00 Total										
Receipts										
31/12/2025	£474.28	Unity Trust Bank	Interest							
	£474.28 Total									