

Minutes of the meeting of Weeley Parish Council held on 20th October 2025

Present: Cllrs C. Hamilton (Chair), D. Botterell, G. Foster, L. Fitzpatrick, T. Spong and J. Beady. Also in attendance were Steve Gunter (Clerk), 13 members of the public (MOP) and Cllrs D. Land (ECC) and P. Harris (TDC)

07/25.1 Apologies: Apologies were received from Cllr Millar, Cllr Green and Cllr Cauvain. Cllr Hamilton proposed, Cllr Botterell seconded and it was **RESOLVED** to accept the apologies.

07/25.2 Minutes of the previous meeting: The minutes of the Parish Council meeting held on 15th September 2025 were proposed by Cllr Botterell, seconded by Cllr Beady and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 15th September 2025 as an accurate record of proceedings.

07/25.3 Declarations of Interest: Cllrs. Beady and Fitzpatrick declared an interest in item 07/25.8 and Cllr, Botterell declared an interest in item 07/25.18.

07/25.4 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.

07/25.5 Public Participation: The Chair invited the members of public in attendance to raise any questions/issues.

- A member of public asked about the Recycling bins but as the site has gone to auction they are to be removed permanently
- A MOP asked if anything would be done about Thorpe Rd and Crow Lane as the road is wide and getting busier with development. The expectation is that something may happen when Barleyfields is complete.
- A MOP asked if there would be a crossing near the now approved convenience store
- A MOP asked about the speed limit on Bentley Road and if it could be cut from 60mph. Cllr Land advised that basically deaths have to occur for limits to change

07/25.6 Tendring District and Essex County Councils:

TDC Cllr. Harris: mentioned the following (addressing some of the previous comments from MOPs):

- Accidents and road deaths are actually decreasing. Road changes might be easier and more local after Government Reorganisation.
- Crossing something may transpire with planned road changes
- Recycling is to be removed as auction will happen 28th to 30th October
- Disappointment in decision to allow the convenience store. Will consult with residents once the store opens and see if there are issues to address
- Cllr Harris, Land, Hamilton met with a representative of Environment Agency about Gutteridge Hall Lane and the raw sewage conditions. All appropriate agencies are aware. TDC are now housing people on the site.
- A MOP mentioned that people are being housed with no running water, no heating and no toilet facilities and Cllr Harris will take this to the Chief Executive immediately.
- Full Council and Scrutiny Committee meetings both cancelled
- Meeting with Fire and Police this Friday 24th October.

ECC Cllr. Land: mentioned the following:

- Reiterated everything Cllr Harris said about Gutteridge Hall Lane and was shocked at the sight when he visited. Also mentioned that ditches by the school now appear to be contaminated. We now have an Environment Agency complaint log.
- Hilltop rise pavements by the blocks of flats done. Weeds also removed and abandoned car dealt with.
- Colchester Road resurfaced and due to a message from a resident some of the metal works need looking at by contractor.
- Street Light 9074 out by the phone box

07/25.7 Community Sport and Activity Manager TDC: Charlie Colwell mentioned that grants were available and then outlined TDC plans. The Clerk has copies of everything mentioned and will post on the website and across Social Media. **ACTION : Clerk to add to website and social media.**

- 07/25.8 Grant Application Weeley in Bloom:** Discussion on grant (Cllrs Fitzpatrick and Beady abstained). Cllr Botterell proposed and Cllr Hamilton seconded and it was **RESOLVED** to pay the grant to Weeley in Bloom. **ACTION : Clerk to make payment to WIB**
- 07/25.9 Grant Application St. Andrew's Church:** Discussion on grant and Cllr Hamilton proposed and Cllr Botterell seconded and it was **RESOLVED** to pay the grant to St Andrew's Church **ACTION: Clerk to make payment to St Andrews Church**
- 07/25.10 Grant Application from MIND:** Council discussed this grant and rejected the grant due to budget and the fact this is not a charity in the village. **ACTION: Clerk to inform charity of grant application being unsuccessful.**
A further late grant application was received and agreed for Weeley Residents Association. This will be added to the next agenda to be agreed officially.
- 07/25.11 Safeguarding Policy:** The previously circulated Safeguarding Policy was discussed and Cllr. Hamilton proposed and Cllr. Botterell seconded and it was **RESOLVED** to adopt the policy. **ACTION: Clerk to upload documents to website.**
- 07/25.12 Weeley Bypass:** As Cllr Green was not present this will be moved to November's meeting.
- 07/25.13 Christmas Tree Event Planning:** Cllr Hamilton has applied to shut the road and Cllr Fitzpatrick is working on the Risk Assessment.
- 07/25.14 Grab Bag:** Most articles in Grab Bag are out of date. Clerk to research and purchase items for grab bag and it is to be kept in the office in the hall.
- 07/25.15 Benches:** It was noted that 4 benches were purchased for £200 and Cllr Hamilton and Cllr Green will decide where to place 3 of the benches and possibly the 4th bench later in the year.
- 07/25.16 Correspondence:** The clerk read out all correspondence as follows:
- a) Essex Sight newsletter published to Council's website.
 - b) Advised by Cllr Beady that Phone box Library vandalised again – posted to Facebook but due to GDPR we cannot publish pictures of who did the damage.
 - c) Water Literacy email – published to Website and FB
 - d) Email from Charlie Poulter re transport Made Simple now owning Go East Anglia – Clerk and Cllr Millar are in discussion around possible benefits.
 - e) TDC Email re public consultation on Hartley Gardens published on Website and FB.
 - f) Council noted their disappointment at permission granted on appeal for change of use of tyre/exhaust garage to convenience store on Colchester Road advised by TDC Planning..
 - g) Advised by WiB of vandalism at Weeley Station ticket machine smashed. Should be covered by station cameras not the camera Council installing at Station Approach.
 - h) Cllr Hamilton noted the Thank You card from Mrs Christmas.
- 07/25.17 Planning Applications:** Councillors considered the applications listed in Appendix B and determined as shown.
- 07/25.18 Finance and Budget:** The list of monthly payments was proposed by Cllr. Hamilton and seconded by Cllr. Beady and it was **RESOLVED** to approve the list of payments set out in Appendix C
- 07/25.19 Weeley Parish Council Reports:**
- a) Street Lighting: Light 9074 is out. **ACTION: Clerk to report to contractor.**
 - b) Tree Warden: Cllr. Green not available.
 - c) Playing Field: Cllr Botterell will sort our goal posts with Chris Dyson before 31st October.
 - d) Children's Play Area: ROSPA report received next steps to be decided. **ACTION: Source a company to fix the gate at Under 8s Playground.**
 - e) Highways: Cllr Beady presented a report which is published on the Council's website, the gate is still not closing.
 - f) Footpaths: Cllr. Fitzpatrick reported that ECC Cut them in June so she will be checking.
 - g) Transport: Cllr Millar was not available,
 - h) TDALC: Mark Stevenson from TDC attended and was mostly about Local Government Reorganisation.

07/25.20 Other Reports:

- a) Rural Policing: Cllr Hamilton reported 14 crimes in August.
- 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.

07/25.21 Public Participation:

- A member of the public from WiB asked permission to do some Autumn pruning at the Queen's bench which was agreed by the Council. Also, it was noted that the Christmas Tree is struggling due to the dry summer. We will need to reassess in Spring.
- Weeley Residents Association have bought selection boxes for Mrs Christmas to give out.
- A member of the public mentioned there is also an issue of sewage at Oakleigh Park and Cllr Harris agreed to look into this.
- Cllr Hamilton reminded everyone that a Remembrance Day service will be held on 9th November at the War Memorial

07/25.22 Items to be added to the next agenda:

- Christmas Tree Event Planning
- Budget
- WRA Grant Application
- Weeley Bypass (Trees)

07/25.23 The Chair closed the meeting at 20.41pm

Date of Next Meeting will be: **Monday 17th November at 7.30pm** at Weeley Village Hall

Weeley Parish Council
Clerks Report – 20th October 2025

	Topic	Action/issue	Information	Status
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.	Met with the Scouts along with Cllr Hamilton and have made the final statements known to our solicitor and hopefully this will now complete very soon. Chased our Solicitor for an update 10/9 – Scouts completed their side just awaiting final bill from our Solicitor now 13/10 – Still waiting
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 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
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	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
4.	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

5.	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. Q4 to be done in March. 29/7 – Bank reconciliation have a £40 discrepancy so working on this to reconcile. 11/8 – Completed by Cllr Millar and reconciled 20/10 – 2nd Quarter to be done
6.	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
7.	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
8.	Playing Field	Look into changing policy of hiring field for commercial enterprises	Due to more commercial type hiring request it should be that the Parish Council can charge for these types of field use.	Look into changing policy and charging for commercial uses of the field. Different charging for different sizes of field use. No progress 15/9 – New Playground Hire policy and terms and conditions to be agreed at September meeting 13/10 – Agreed and adopted at September meeting
9.	Memorial Bench	Get quotes for a Memorial Bench	WPC has agreed to buy and install a memorial bench for Mike Brown. Clerk looking into prices and options	Options presented for approval at April Meeting Bench ordered and to be delivered in July. Finance to be approved at June meeting 13/10 – Bench now in place
10.	CCTV	Replace and Upgrade Existing CCTV. Install a Camera on our Lamppost by the Station Approach	CCTV is aging and could do with an upgrade around the hall to cover more of the area in better quality. Also where there is consistent Fly Tipping on Station Approach it would be pertinent to install a camera.	One quote received. Clerk to source further quotes. 11/8 – Contacted Frinton Alarm Systems Ltd 10/9 – 2 quotes to be presented at Sept Meeting 13/10 – Quote agreed and CCTV upgraded and installed on 9th October
11.	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. 13/10 – No progress
12.	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. 13/10 – No progress

13.	Play ground signs	Signs needed in playground as per ROSPA recommendation	Signs to be sourced and then installed	!3/10 – Signs purchased and received now need installation.
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APPENDIX B

Planning Applications for month to 20th October 2025

Date of Notification	Application No.	Details	Address	Resolution /Comment
18/9/25	25/00639/FULHH APP/P1560/D/25/3371742	town and country planning act 1990 (as amended) – planning appeal against refusal of a householder application. Householder Planning Application - Retrospective application for a fence.	Ms M Wiggins, White Chalk House Clacton Road Weeley Heath	No comments can be made at this time
22/9/25	25/01411/AGRIC	Application to determine if prior approved is required under Part 6, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for replacement agricultural storage barn (revision of previously approved 25/01243/AGRIC)	Land North of Thorpe Road Weeley Clacton On Sea	Already decided
6/10/25	25/01414/LBDISC	Discharge of conditions for 25/00307/LBC - Conditions 3 (Materials), 4 (Ventilation Roof Tiles), 5 (Rainwater Goods), 7 (Underfloor Heating), 8 (Internal Insulation), 9 (Building Services), and 10 (Landscaping).	Mr Paul McLean, Dale Brow Thorpe Road, Weeley, Essex CO16 9JL	No comment as long as ECC Heritage are happy with discharge conditions

Planning Determinations

Application No. & Determination	Proposal	Address
25/01080/OUT Refusal - Outline 19.09.2025 Delegated Decision	Outline Planning Application (all matters reserved) - Erection of two self-build bungalows.	Mr and Mrs East, Land adjacent Oakdene Wenlock Road, Weeley Heath CO16 9DX

<u>25/01201/NMA</u> Approval Non Material Amendment 15.09.2025 Delegated Decision	Non Material Amendment to 22/00979/DETAIL (as amended by 25/00046/NMA) - Swapping the distribution of 5 affordable plots. Change of house type to Plot 150. Plot 187 garage and fence line repositioned. Other minor alterations such as window proportions, chimney gable finish, front door style, front/rear window alignments, and cill/lintel finishes.	Mr Will Vote - Rose Builders Ltd, Land to The South of Thorpe Road Weeley Essex CO16 9AJ
<u>25/01243/AGRIC</u> Determination prior approval not reqred 15.09.2025 Delegated Decision	Application to determine if prior approval is required under Part 6, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for replacement agricultural storage barns.	Land North of Thorpe Road, Weeley, Essex, CO16 9JJ
<u>25/01274/FULHH</u> Approval – Full / 10.10.2025 Delegated Decision	Householder Planning Application - Single storey flat roof extension	Mr Mark and Mrs Sophie Riley, 31 The Street Weeley, Essex, CO16 9JF
<u>25/01411/AGRIC</u> Determination prior approval not reqred 13.10.2025 Delegated Decision	Application to determine if prior approved is required under Part 6, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for replacement agricultural storage barn (revision of previously approved 25/01243/AGRIC)	Mr Lumber, Land North of Thorpe Road, Weeley, Clacton On Sea Essex, CO16 9JJ

Appendix C

PAYMENTS FOR AUTHORISATION: OCTOBER 2025

Invoice Da	Invoice No.	Account	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No	Setup Pyt
11/09/2025	IN13956988	Direct Debit (BB)	Npower	Electricity Supply May	£372.69	£18.63	£391.32	559097889	N(Paid)
11/09/2025	IN13960940	Direct Debit (BB)	Npower	Electricity Supply June	£244.77	£12.24	£257.01	559097889	N(Paid)
11/09/2025	IN13963815	Direct Debit (BB)	Npower	Electricity Supply July	£290.40	£14.52	£304.92	559097889	N(Paid)
11/09/2025	IN13965935	Direct Debit (BB)	Npower	Electricity Supply August	£328.87	£16.44	£345.31	559097889	N(Paid)
22/09/2025	WEELE001	Current (UB)	Playsafety Limited (ROSPA)	Playground Inspection	£265.00	£53.00	£318.00	876328389	Y
25/09/2025		Current (UB)	Tendring History Recorders	Grant for continued work	£50.00	£0.00	£50.00		Y(Paid)
25/09/2025	013739	Current (UB)	J&A International Ltd	Signs for Playground	£124.32	£24.86	£149.18	GB351990440	Y(Paid)
30/09/2025		Direct Debit (UB)	Unity Bank	Monthly Bank Charge	£6.00	£0.00	£6.00		N(Paid)
01/10/2025	74267	Current (UB)	GCS Alarms Ltd	Annual CCTV Maintenance	£90.00	£18.00	£108.00	414933065	N
01/10/2025	WVH-4458	Current (UB)	Weeley Village Hall	WPC Meeting (July / Sept) Electric and Broadband	£155.81	£0.00	£155.81		Y
01/10/2025	INV-0934	Current (UB)	Goldacre Contracting	Verges/Reed Pond/Playing Field 8th Cut	£495.00	£99.00	£594.00	366952259	Y
03/10/2025	MEM255373-3	Current (UB)	SLCC	Yearly Membership	£150.00	£0.00	£150.00		Y
31/10/2025		Current (UB)	Steve Gunter	October Salary	£872.49	£0.00	£872.49		Y
31/10/2025		Current (UB)	Essex Pension Fund	Pension October	£275.24	£0.00	£275.24		Y
05/10/2025	475/ZA56391	Current (UB)	HMRC	National Insurance Q2	£227.94	£0.00	£227.94		Y
20/10/2025	10007869350	Direct Debit (BB)	Castle Water	Reed Pond Water	£9.75	£0.00	£9.75		N(Paid)
10/10/2025	25218	Current (UB)	Tendring Telecoms & Security	New and Upgraded CCTV system	£5,920.00	£1,184.00	£7,104.00	197075766	Y
14/10/2025	1286	Current (UB)	Kevin Greenscapes	Supply and fit planter	£200.00	£40.00	£240.00	480786455	Y
14/10/2025	1285	Current (UB)	Kevin Greenscapes	Supply and fit picnic benches	£200.00	£40.00	£240.00	480786455	Y
14/10/2025	1284	Current (UB)	Kevin Greenscapes	Supply and fit concrete base and bench	£400.00	£80.00	£480.00	480786455	Y
16/10/2024		Current (UB)	Christine Hamilton	Chairmans Allowance (RBL Poppy Wreath)	£24.99	£0.00	£24.99		Y
16/10/2024		Current (UB)	Steve Gunter	Expenses	£16.70	£0.00	£16.70		Y
16/10/2024	2501800007109	Current (UB)	Steve Gunter	Canon Ink Subscription	£3.32	£0.67	£3.99	398669467	Y
				TOTALS	£10,723.29	£1,601.37	£12,324.66		
						£12,324.66			
Barclays Bank balances as at 20th October 2025; current account £212.24; deposit account £44796.91									
Unity Bank balances as at 20th October; current account £12303.40, Savings Account £85060.46					Total in Bank £142373.01				
PreApproved Payments									
25/09/2025	£50.00	Tendring History F	Grant Payment approved in Sept Meeting						
25/09/2025	£149.18	J&A International	Playground Signs approved at Sept Meeting						
	£199.18	Total							
Receipts									
30/09/2025	£482.28	Unity Bank	Interest						
06/10/2025	£5,000.00	Annonymous	Donation						
07/10/2025	£23,067.00	TDC	Precept (2nd Payment)						
	£28,549.28	Total							