

Minutes of the meeting of Weeley Parish Council held on 17th November 2025

Present: Cllrs C. Hamilton (Chair), D. Botterell, L. Fitzpatrick, T. Spong, J. Beady, K. Millar and K. Green. Also in attendance were 13 members of the public (MOP) and Cllr P. Harris (TDC)

08/25.1 Apologies: Apologies were received from Cllr Foster, Cllr Cauvain and S. Gunter (Parish Clerk). Cllr Hamilton proposed, Cllr Beady seconded and it was **RESOLVED** to accept the apologies.

08/25.2 Minutes of the previous meeting: The minutes of the Parish Council meeting held on 20th October 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 20th October 2025 as an accurate record of proceedings.

08/25.3 Declarations of Interest: Cllr. Green declared an interest in item 08/25.10 and Cllr. Hamilton declared an interest in item 08/25.7.

08/25.4 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.

08/25.5 At the Chair's discretion this item was moved from point 7 to allow Cllr Harris to leave after presenting and answering public questions.

Tendring District and Essex County Councils:

TDC Cllr. Harris: mentioned the following :

- The next full council meeting is on 25th November 2025.
- A new waste contract has been agreed for 3 yrs from April 2026. Bins will be collected every 2 weeks and glass will now be collected for recycling. Bins will be bar coded and scanned when collected to help with missed bins not being emptied.
- Weeley Council Offices sold for £1.152 million
- The Local Plan will be discussed at the net committee meeting on 7th December 2025. Consultation will begin on 22nd December and will last for 8 weeks. Cllr Harris asked that residents feed back their views to TDC. The Planning Director will return to Weeley to explain the up-to-date position.
- Cllr Harris has lobbied the Council regarding Gutteridge Hall Lane to take some action. Planning are aware of the issues and what needs to be done. The problem related to the ditches on either side of the road is an issue for Essex County Council. Cllr Harris has spoken to the three directors at TDC about the issues and confirmed that he is aware that 'things' are happening that cannot be divulged to residents at this time.

08/25.6 Public Participation: The Chair invited the members of public in attendance to raise any questions/issues.

- Nothing was raised.

08/25.7 Grant Application Weeley Residents Association (WRA): Discussion on grant (Cllr Hamilton abstained). Cllr Botterell advised that in order to award the grant Councillors would like to see WRA's accounts covering the last 2 years. It was proposed by Cllr Spong and seconded by Cllr Beady and **RESOLVED** to pay the grant once accounts have been provided and checked and acceptable. **ACTION :** Clerk to check accounts and make payment to WRA.

08/25.8 Budget Review: Cllr's have read the report and decided to defer any decision until December's meeting to get confirmation from the clerk of some of the questions and the tax base for 2026/27.

08/25.9 Christmas Tree Lighting: Cllr Hamilton confirmed she was awaiting receipt of the Risk Assessment from the company providing the roundabout. A discussion was held regarding the lights and position of the roundabout. Cllr Botterell confirmed that he has already places the lights on the Christmas Tree but the tree has grown and he has ordered more lights for the bottom of the tree. He also confirmed what WiB have said in that the tree looks unhealthy or damaged at the top. Cllr Fitzpatrick confirmed the Risk Assessment has been completed and will be sent to all Cllrs. **ACTION:** Cllr Fitzpatrick to distribute Risk Assessment. Cllr Botterell to add new lights to tree.

08/25.10 Weeley Bypass (Trees): Cllr Green explained that the price of the trees has increased and he is concerned about longevity of the preferred species. Item to be moved to December meeting. **ACTION : Clerk to add to next meeting agenda.**

08/25.11 Pathway Clearance: It was proposed by Cllr Botterell and seconded by Cllr Hamilton and **RESOLVED** to accept the quote and proceed with the path clearance.

08/25.12 Grant Policy: Deferred to next meeting to finalise wording with the clerk. **ACTION: Clerk to finalise policy for next meeting**

08/25.13 Correspondence: The Chair read out all correspondence as follows:

- a) Invitation to Transport Engagement meeting and drop-in 19th November at Baptist Church in Chelmsford.
- b) Thank you letter received from St Andrew's Church for the award of the grant in October.
- c) To note information from Compassionate Communities which has been published on Council's Website and Facebook page.
- d) To note HR Support and Advice for Tendring businesses.
- e) To note information re Urgent Dental Care.

08/25.14 Planning Applications: Councillors considered the applications listed in Appendix B and determined as shown.

08/25.15 Finance and Budget: The list of monthly payments was proposed by Cllr. Spong and seconded by Cllr. Hamilton and it was **RESOLVED** to approve the list of payments set out in Appendix C

08/25.16 Weeley Parish Council Reports:

- a) Street Lighting: Nothing to report
- b) Tree Warden: Nothing to report
- c) Playing Field: Residents appear happy with new picnic tables.
- d) Children's Play Area: Cllr Green has repaired the area by the swings.
- 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): An additional service will be put in place for the 76 bus which runs through Weeley, to run later on Friday and Saturday evening. The bus company is looking at providing a service between Clacton Hospital and Colchester Hospital.
- h) TDALC: Meeting was postponed.

08/25.17 Other Reports:

- a) Rural Policing: Cllr Hamilton reported 18 crimes in September.
- 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.

08/25.18 Public Participation:

- None

08/25.19 Items to be added to the next agenda:

- Budget
- Trees on bypass
- Grant policy

08/25.20 The Chair closed the meeting at 20.26pm

Date of Next Meeting will be: **Monday 15th December at 7.30pm** at Weeley Village Hall

Weeley Parish Council

Clerks Report – 17th November 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 11/11 - On this months payment list
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 11/11 – November Agenda
3.	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
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 – 2 nd Quarter to be done 11/11 – Clerk and Cllr Millar currently working on this
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.	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
9.	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

APPENDIX B

Planning Applications for month to 17th November 2025

Date of Notification	Application No.	Details	Address	Resolution /Comment
21/10/25	25/01529/FULHH	Householder Planning Application - Single storey rear extension.	4 Victoria Road Weeley Clacton On Sea Essex	No objection
23/10/25	25/01560/DOVO5 Info only	Deed of variation under the Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992, of the terms of the legal agreement dated 13/08/2019 linked to outline planning permission 19/00524/OUT in relation to the timing of open	Land to The South of Thorpe Road Weeley Essex	No comment – item for information only

		space and affordable housing delivery. Land to The South of Thorpe Road Weeley Essex		
28/10/25	25/01259/FUL	Planning Application - Replacement agricultural storage barn.	Ash Farm Thorpe Road Weeley Essex CO16 9JJ	No additional comment to comment made 17/09/25.
31/10/25	<u>25/01517/FUL</u>	Planning Application - Retention of 4 self-contained assisted living flats within main building at ground floor and first floor levels and retention of extended building accommodating hydrotherapy pool with self-contained assisted living flat above.	Willow Park The Street Weeley Essex	No objection
30/10/25	<u>25/01627/WTPO</u>	Works related to Tree Preservation Order (96/00002/TPO) 3 No. Oak trees - Reduce in size.	Oakwell House Roxburghe Road Weeley Clacton On Sea	Is there an Arboriculturists Report ? Need to know percentage of reduction
10/11/25	25/00592/PREMGR	Premises Licence Grant	Kea Convenience Store Ltd, 7 Colchester Road Weeley Clacton On Sea Essex CO16 9JT	Would like to see limited licensing hours

Planning Determinations

Application No. & Determination	Proposal	Address
25/01414/LBDISC Split decision 11.11.2025 Delegated Decision	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). Dale Brow Thorpe Road Weeley Essex CO16 9JL Wix Parish Council Wrabness Parish Council No Determination	Dale Brow Thorpe Road Weeley Essex CO16 9JL

Appendix C

SCHEDULE B										
PAYMENTS FOR AUTHORISATION: NOVEMBER 2025										
Invoice Date	Invoice No.	Account	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No	Setup Pyt	
21/10/2025	25299	Unity Current	Tendring Telecomms and Security	Single deployable camera at Station Approach	£1,700.00	£340.00	£2,040.00	197075766	Y	
27/10/2025		Barclays (DC)	PSS Plus Live	Playground Credits	£208.00	£41.60	£249.60	565345624	N(Paid)	
28/10/2025		Unity Current	Weeley In Bloom	Grant agreed 20/10/2025	£500.00	£0.00	£500.00		Y(Paid)	
28/10/2025		Unity Current	St Andrews Parish Church	Grant agreed 20/10/2025	£750.00	£0.00	£750.00		Y(Paid)	
23/09/2025	020616	Unity Current	Sparlings Solicitors	Scout HQ Lease	£1,542.00	£300.00	£1,842.00	102207830	Y	
04/11/2025		Unity Current	Steve Gunter	November Pay	£872.49	£0.00	£872.49		Y	
04/11/2025		Unity Current	Essex Pension Fund	November Pension	£275.24	£0.00	£275.24		Y	
23/10/2025	2197	Unity Current	Weeley In Bloom	Plants for Tiered Planter	£14.70	£2.94	£17.64	102523525	Y	
19/11/2025	10008172004	Barclays (DD)	Castle Water	Reed Pond Water	£7.59	£0.00	£7.59		N(Paid)	
06/11/2025	Inv-0962	Unity Current	Goldacre Contracting	Moving Goalposts	£95.00	£19.00	£114.00	366952259	Y	
06/11/2025	Inv-0955	Unity Current	Goldacre Contracting	Verges, Reed Pond, Playing Field 9th Cut	£459.00	£91.80	£550.80	366952259	Y	
31/10/2025		Unity Current (DD)	Unity Trust	Monthly Charges	£6.00	£0.00	£6.00		N(Paid)	
09/11/2025	IN14356358	Barclays (DD)	Npower	Street Lighting (Final Payment)	£364.22	£18.21	£382.43	559097889	N(Paid)	
15/11/2025		Unity Current	Steve Gunter	Canon Ink Subscription	£3.32	£0.67	£3.99		Y	
15/11/2025		Unity Current	Steve Gunter	Expenses	£5.00	£0.00	£5.00		Y	
				TOTALS	£6,802.56	£814.22	£7,616.78			
							£7,616.78			
Barclays Bank balances as at 20th October 2025; current account £402.64; deposit account £36356.91										
Unity Bank balances as at 20th October; current account £8344.24, Savings Account £85060.46										
Total in Bank £142373.01										
PreApproved Payments										
27/10/2025	£249.60	PSS Live	Playground Inspection Credits							
28/10/2025	£500.00	Weeley In Bloom	Grant Agreed at October Meeting							
28/10/2025	£750.00	St Andrews Churc	Grant Agreed at October Meeting							
	£1,499.60	Total								
Receipts										
	£0.00	Total								