

Minutes of the meeting of Weeley Parish Council held on 15th December 2025

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

09/25.1 Apologies: Apologies were received from Cllr Foster. Cllr Hamilton proposed, Cllr Botterell seconded and it was **RESOLVED** to accept the apologies.

09/25.2 Minutes of the previous meeting: The minutes of the Parish Council meeting held on 17th November 2025 were proposed by Cllr Botterell, seconded by Cllr Millar and it was **RESOLVED:** To approve the minutes of the Parish Council meeting held on 17th November 2025 as an accurate record of proceedings.

09/25.3 Declarations of Interest: Cllrs. Millar/Beady/Fitzpatrick declared an interest in item 09/12.

09/25.4 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.

09/25.5 Public Participation: Member of Public (MOP) asked the following:

- A MOP asked about the road sign post at Crow Lane and whether it should be listed.
ACTION: Clerk to investigate with Historic England
- Another MOP asked Cllr Harris about refuse collections as he had mentioned April for glass collection but TDC have stated October 2026. Concerns that there would be nowhere to take glass if any residents do not have a car. Cllr Harris will chase up.
- A MOP asked how the public can see the proposed planning sites that were rejected: **ACTION: Clerk to email Gary Guiver and ask the question**

09/25.6 TDC Cllr. Harris: mentioned the following:

- Gave an update on the Local Plan for Weeley and mentioned the 980 houses earmarked for the village.
- On 26th January the current Local Plan will be out of date but the new one will not have been ratified which could lead to a spate of speculative planning applications. The cancelled mayoral elections will make this more likely.
- Gutteridge Hall Lane. Things are happening but Cllr Harris cannot make them public.

ECC Cllr. Land :

- Cllr, Land wished all present a Happy Christmas and then gave an overview of all the things he has done for Weeley in the last year and that he will continue to do as long as he is in post.
- He thanked the Residents Association and Weeley in Bloom for all that they do for the village.
- He has managed to get flashing speed signs for Little Clacton. Possibility to get some for Weeley. **ACTION: Clerk to liaise with Cllr Land**

09/25.7 Banking Arrangements: The Clerk advised that FSCA limits are now £120,000 not £85,000. Once Council funds are below this limit should we merge all accounts? **ACTION: Clerk to look into Direct Debits at Unity Bank and keep this in mind for future changes.**

09/25.8 Budget Review: Discussion re the Budget report and Cllr Hamilton proposed and Cllr Cauvain seconded and it was **RESOLVED** to accept the Clerk's budget recommendation to keep the precept at the same as the previous year. **ACTION :** **Clerk to complete and return the Ready Reckoner.**

09/25.9 Christmas Tree Lighting Review: The event was a success with the cubs and scouts singing. The bus which should have been on diversion did not appear to have been told again. The roundabout was a good addition and allowed Mrs Christmas to have shorter queues. The following should be considered for next years event:

- Possibly provide basic food options
- Increase the number of selection boxes to 50
- Event to be held on 29th November

Cllr Hamilton said she had ordered some flowers to be delivered to Mrs Christmas as a thank you from the Parish Council.

- 09/25.10 Weeley Bypass (Trees):** Cllr Cauvain proposed and Cllr Millar seconded and it was **RESOLVED** to buy 15 trees (10 London Plane and 5 Silver Birch) to put along Weeley Bypass and on the playing field. **ACTION: Clerk to contact Highways re Bypass.**
- 09/25.11 Grant Policy:** Cllr Cauvain proposed and Cllr Beady seconded and it was **RESOLVED** to adopt the updated Grant Policy and Request Form and increase the budget by £200. **ACTION: Clerk to upload to Website.**
- 09/25.12 Fest4All request to use the field:** The Council voted unanimously (except for the 3 declared Councillors) to allow the use of the playing field. It was **RESOLVED** that any fee would be waived.
- 09/25.13 Barleyfields:** Cllr Hamilton outlined and explained the situation relating to lighting in Thorpe Road. To be moved to a future meeting once further information received from Rose Developers. **ACTION: Clerk to ask what their planning conditions are.**
- 09/25.14 Correspondence:** The Clerk read out all correspondence as follows:
- a) Email from residents re 7 Colchester Road and the TDC response.
 - b) Updates from Charlie Poulter re No.76 and No.2 bus routes. QR Codes for bus stops were suggested by Councillors.
 - c) Information from TDC re the local plan.
 - d) Appeal regarding land adjacent Oakdene Wenlock Road Weeley Heath (LPA Appeal Reference: 25/00056/REFUSE)
 - e) Thank you card from Weeley In Bloom.
- 09/25.15 Planning Applications:** There were no planning applications this month.
- 09/25.16 Finance and Budget:** The list of monthly payments was proposed by Cllr. Hamilton and seconded by Cllr. Cauvain and it was **RESOLVED** to approve the list of payments set out in Appendix C
- 09/25.17 Weeley Parish Council Reports:**
- a) Street Lighting: Nothing to report
 - b) Tree Warden: Nothing to report. Christmas Tree health will be investigated
 - c) Playing Field: First Playground inspection carried out by Cllr Millar and Clerk. Playground reports to be added to each agenda.
 - d) Children's Play Area: Nothing to report.
 - 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. The Inspiration train will visit Clacton on Thursday the 5th and Friday the 6th of February. This is part of the Railway 200 celebrations. The Inspiration Train is a museum and was visited by over 40000 people last year. Tickets are available through the railway 200 website. Anglian Railways logo will be replaced by the Great British Railways branding next year. The colours will be red white and blue to mirror the union flag. Buses will run no service on Christmas Day with a Sunday service on Boxing day. Trains will run no service on both days, with a reduced service on Christmas Eve it is best to check the timetable before you travel over the festive period.
 - h) TDALC: Met on 10th December and changed the constitution to give the TDALC more influence.
- 09/25.18 Other Reports:**
- a) Rural Policing: Cllr Hamilton reported 28 crimes 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'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.

09/25.19 Public Participation:

- One MOP suggested putting TPOs on the trees on Weeley Bypass. **ACTION: Clerk and Cllr. Millar to speak to Clive Dawson (TDC) about the Oak Trees**
- A MOP asked a question about the source of Rural Policing data.
- A query was raised about how to get the information re the Local Plan to everyone.
- 2 MOPs directed questions to Cllr Harris (TDC) re Gutteridge Hall Lane but he could not release any more information.

09/25.20 Items to be added to the next agenda:

- Playground Inspections

09/25.21 The Chair invited people to stay behind for a small Christmas celebration and closed the meeting at 20.55pm

Date of Next Meeting will be: **Monday 19th January at 7.30pm** at Weeley Village Hall

Weeley Parish Council
Clerks Report – 15th December 2025

	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
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
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)	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 8/12 – 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

APPENDIX B

Planning Applications for month to 15th December 2025

Date of Notification	Application No.	Details	Address	Resolution /Comment

Planning Determinations

Application No. & Determination	Proposal	Address
<u>25/01259/FUL</u> Approval - Full 20.11.2025 Delegated Decision	Planning Application - Replacement agricultural storage barn.	Mr Lumber, Ash Farm Thorpe Road, Weeley Essex CO16 9JJ
APP/P1560/D/25/3371742 – Dismissed 1/12/25	The development proposed is retrospective application for a fence.	White Chalk House, Clacton Road, Weeley Heath, Clacton-on-Sea, CO16 9EF

25/01627/WTPO Approval - Full 28.11.2025 Delegated Decision	Works related to Tree Preservation Order (96/00002/TPO) 3 No. Oak trees - Reduce in size.	Oakwell House Roxburghe Road, Weeley, Clacton On Sea Essex CO16 9DU
25/01529/FULHH Approval – Full / 12.12.2025 Delegated Decision	Householder Planning Application - Single storey rear extension.	Mr and Mrs Chamberlain, 4 Victoria Road, Weeley, Clacton On Sea Essex, CO16 9EH

Appendix C

PAYMENTS FOR AUTHORISATION: DECEMBER 2025

Invoice Da	Invoice No.	Account	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No	Setup Pyt
18/11/2025	SI-20793	Unity Current	A D Mitchell Electrical Contractors	Street Light 9074	£259.00	£51.80	£310.80	843710927	Y
18/11/2025	INV-4869	Unity Current	DM Payroll Services Ltd	Administration of Payroll Oct - Mar 2026	£60.00	£12.00	£72.00	494691930	Y
26/11/2025	701681	Unity Current	Tendring DC Direct Credits	Servicing of Post Bins Nov 25 - Nov 26	£907.68	£0.00	£907.68		Y
27/11/2025		Unity Current	Weeley Residents Association	Grant	£300.00	£0.00	£300.00		Y(Paid)
30/11/2025		Unity Current	Unity Bank	Monthly Charge	£6.00	£0.00	£6.00		N(Paid)
01/12/2025		Unity Current	Steve Gunter	Dec Salary	£872.49	£0.00	£872.49		Y
15/12/2025		Unity Current	Steve Gunter	Expenses	£16.70	£0.00	£16.70		Y
15/12/2025		Unity Current	Steve Gunter	Canon Ink Subscription	£3.32	£0.66	£3.99		Y
25/11/2025	IV03702409	Barclays (DD)	SSE Energy Solutions	Street Lighting - October	£277.34	£13.87	£291.21	553769603	N(Paid)
16/12/2025		Unity Current	Essex Pension Fund	December Pension	£275.24	£0.00	£275.24		Y
01/12/2025	Inv-0976	Unity Current	Goldacre Contracting	Verges, Reed Pond, Playing Field 10th Cut	£459.00	£91.80	£550.80	366952259	Y
05/12/2025	10008527841	Barclays (DD)	Castle Water	Reed Pond Water	£7.35	£0.00	£7.35		N(Paid)
04/12/2025	25666	Unity Current	Tendring Telecoms and Security	Christmas Lights	£65.00	£13.00	£78.00	197075766	Y
07/12/2025		Unity Current	Eric's Entertainment	Roundabout for Xmas Lighting	£175.00	£0.00	£175.00		Y
08/12/2025	3325	Unity Current	Essex Cleaning Services	Cleaning Entrance Gates	£40.00	£0.00	£40.00		Y
09/12/2025		Barclays (DC)	Government Pay	Title Register and plan Reed Pond	£14.00	£0.00	£14.00		Y(Paid)
22/12/2025		Barclays (DD)	SSE Energy Solutions	Street Lighting - November	£295.14	£14.76	£309.90		N(Paid)
15/12/2025		Unity Current	Christine Hamilton	Chair's Allowance	£195.92	£0.00	£195.92		Y
				TOTALS	£4,229.18	£197.89	£4,427.08		
						£4,427.07			
Barclays Bank balances as at 20th October 2025; current account £507.41; deposit account £34666.44									
Unity Bank balances as at 20th October; current account £3517.08, Savings Account £84860.46					Total in Bank £123551.39				
PreApproved Payments									
27/11/2025	£300.00	WRA	Grant Approved on 17/11						
09/12/2025	£14.00	Gov.co.uk	Title Register and Plan Reed Pond						
	£314.00	Total							
Receipts									
08/12/2025	£109.53	Barclays Bank	Interest						
	£109.53	Total							