

Minutes of the meeting of Weeley Parish Council held on 20th April 2026

Present: Cllrs C. Hamilton (Chair), D. Botterell, T. Spong, K. Millar, V. Cauvain, J. Beady and K. Green. Also in attendance were 22 members of the public (MOP) and Cllr Dan Land (ECC)

- 01/26.1 Apologies:** Apologies received from Cllr Fitzpatrick and Cllr Gould. Cllr Hamilton proposed and Cllr Millar seconded and it was **RESOLVED to accept apologies.** None received.
- 01/26.2 Minutes of the previous meeting:** The minutes of the Parish Council meeting held on 16th March 2026 were proposed by Cllr Botterell, seconded by Cllr Cauvain and it was **RESOLVED** to approve the minutes of the Parish Council meeting held on 16th March 2026 as an accurate record of proceedings.
- 01/26.3 Declarations of Interest:** Cllr Millar declared an interest in item 14
- 01/26.4 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.
- 01/26.5 Public Participation:** 2 MOPs asked questions as below:
- Can the Council help with a garden that is overgrown and covering the footpath.
 - Is there something that can be done about stones from driveways ending up on footpaths in The Street
 - Issues with parking around Budgens. **ACTION : Clerk to mention to planning or relevant TDC area.**
- 01/26.6 TDC Cllr. Harris** was not in attendance
ECC Cllr. Land: provided the following updates:
- There will be some works in Weeley including Hilltop Crescent pavements and kerbing.
 - Lots of other highways related activity in and around Weeley raised by Cllr Land on behalf of all residents.
 - Cllr Land will continue to do everything he can for the residents of Weeley.
- 01/26.7 Biodiversity Policy :** Councillors had all read the previously circulated policy and Cllr Hamilton proposed and Cllr Cauvain seconded and it was **RESOLVED** to adopt the policy. .
ACTION: Clerk to publish on website
- 01/26.8 Conflict of Interest Policy :** All Councillors had read the previously circulated policy and Cllr Botterell proposed and Cllr Hamilton seconded and it was **RESOLVED** to adopt the reviewed policy. **ACTION – Clerk to update date and publish on website**
- 01/26.9 Stop Car Parking on verge opposite car dealership:** The council discussed the issue and decided it would be best to put wooden bollards around the area and then maybe plant trees afterwards. This should stop the issue of people parking across the flower beds. **ACTION: Clerk to investigate land ownership and get quotes.**
- 01/26.10 New Bin at Church Lane:** Clerk confirmed that the farmer had given us permission to place a larger bin at the site although he asked if it could be moved slightly away from the entrance to Church Lane. Council **RESOLVED** to put a larger bin at the site. **ACTION: Clerk to source new bin and get quotes for installation.**
- 01/26.11 Playground Reports:** All current issues are resolved or under investigation. Yearly Playground inspection will take place in May.
- 01/26.12 Correspondence:** The Clerk read out all correspondence as follows:
- a) Notification from Tendring District Scouts re International Fundraising. **ACTION: Clerk to advise that they can apply for a grant.**
 - b) Noted the Caravan incursion advised by Cllr Land
 - c) Noted the pre-election purdah period but does not apply to the PC.
 - d) Noted Chief Inspector sessions to be attended by Cllr Beady and Cllr Millar.
 - e) Noted the Compassionate Communities meeting details of which are on FB and our Website.
- 01/26.13 Planning Applications:** Councillors considered the applications listed in Appendix B and determined as shown.

01/26.14 Finance and Budget: The list of monthly payments was proposed by Cllr. Botterell and Cllr. Hamilton seconded and it was **RESOLVED** to approve the list of payments set out in Appendix C.

01/26.15 Weeley Parish Council Reports:

- a) Street Lighting: Purple light already reported
- b) Tree Warden: Nothing to report.
- c) Playing Field: See agenda item 1.26/11
- d) Highways: Nothing to report.
- e) Footpaths: Cllr Fitzpatrick not in attendance.
- f) Transport (including Tendring Transport Meeting if held): Cllr. Millar presented his report which is available on the Council's website.
- g) TDALC: Cllr Botterell unable to attend last meeting.

01/26.16 Other Reports:

- a) Rural Policing: Cllr Hamilton reported 17 crimes in February.
- b) Speedwatch: Moved to Annual Parish Meeting.
- c) Weeley Residents Ass: nothing to report.
- d) Weeley in Bloom (WiB): moved to Annual Parish Meeting.
- e) Petanque Rink: moved to Annual Parish Meeting.

01/26.17 Public Participation:

- A MOP mentioned the burnt out car on Station Approach. **ACTION: Clerk to report**
- A MOP asked about Reed Pond – work will be done as soon as possible.

01/26.18 Items to be added to the next agenda:

- Defibrillator
- Bollards at Weeley Heath
- Trees

01/26.19 The Chair closed the meeting at 19.49pm and invited all present to stay for the Annual Parish Meeting.

Date of Next Meeting will be: **Monday 18th May at 7.30pm** at Weeley Village Hall. This will be The Annual Parish Council meeting

Weeley Parish Council
Clerks Report – 20th April 2026

	Topic	Action/issue	Information	Status
1.	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 	<p>Lifebuoy now moved and flagpole erected. Flag purchased for St George's Day..</p> <p>Reed Pond to be discussed at July Meeting</p> <p>Speaking to Kevin Green re work on the pond / Getting 3 quotes for next meeting</p> <p>13/10 – Have second quote now but will move to later agenda as work will not start until next Spring now.</p> <p>Anonymous donation of £5000 received</p> <p>10/2/26 – On Feb Agenda</p> <p>23/2/26 – Contractor chosen just waiting for the work to start</p>
2.	Investigate new Playground Equipment	Research	Contacted Kompan regarding a larger slide and they will site visit and give us estimates	<p>Will seek further quotes, but, no rush on this item.</p> <p>16/7 – Possible use of funds for paths and surfacing</p> <p>29/7 – to get quotes for surfacing</p> <p>10/9 – One quote for surfacing received but waiting on Playdale visit and ROSPA report</p> <p>13/10 – Report received deciding on next steps</p> <p>16/4 – Looking into safer surfacing for the area of uneven turf. One quote received and a further one being researched.</p>
3.	Quarterly Bank Reconciliations	Adopt this policy to reconcile quarterly	To be signed by a Cllr who is not the Chair or signatory.	<p>29/7 – Bank reconciliation have a £40 discrepancy so working on this to reconcile.</p> <p>11/8 – Completed by Cllr Millar and reconciled</p> <p>20/10 – 2nd Quarter to be done</p> <p>11/11 – Clerk and Cllr Millar currently working on this</p> <p>23/2 – Q1,2 and 3 completed</p> <p>16/4 – Q4 to be done this month</p>
4.	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)	<p>Cllr Fitzpatrick will assist the clerk with this activity.</p> <p>Clerk to liaise with Cllr Fitzpatrick and define this.</p> <p>No progress. Possibly use Playground software if adopted to load assets</p> <p>8/12 – Updating and consolidating</p>

				15/2 – further detail to be provided by Cllr Botterell and then on March agenda 16/4 – Updated and published
5.	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
6.	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 15/2 – researching quotes 9/4 – one quote received and another company providing a quote in April (merging with point 2)
7.	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
8.	Assertion 10	New portion added to the AGAR for 2026	To learn about Assertion 10 and ensure Weeley is compliant	15/2 – Report run against Website and to be studied. Already have gov.uk accounts
9.	9.25/5	Finger Post at Crow Lane	Is this listed or should it be listed. Can we just clean it or replace it. Who owns it	22/1/26 – Clerk emailed highways Essex to clarify who owns the finger post and TDC to see if it is on a Local Heritage List 10/3- Chased Open Spaces for their permission 13/3 – Permission granted to replace – discuss on March agenda 9/4/26 – No progress
10.	9.25/6	Flashing Speed Signs	Possibility of installing some of these in Weeley	22/1/26 – Clerk emailed Cllr D Land to discuss
11.	10/26.8	Plaque request from WIB	Weeley in Bloom would like to place a plaque on the bench by the Fire Station in honour of a member who used to maintain this area	19/1 – Council voted to allow plaque 22/1 – Clerk notified WiB of permission 24/2 – Just awaiting confirmation from WiB of lettering
12.	New Councillor	Ne co-opted Councillor training	Provide email address / documents / access to website and any other training material	27/2 – Email address setup. Declaration of Office signed. Code of Conduct / Standing Orders and Civility and Respect pledge provided. 6/3/26 – Sent DPI and Register of interest forms, completed the Bursary form and booking Cllr Gould into training 16/3 – DPI forms returned and will be published on Council website. Bursary and training forms to be completed at meeting 16/4 – Forms redacted and published. Training booked and bursary forms sent off

13.	11.26/8	Barleyfields lighting	Contact Rose and discuss the options for lighting removal	27/2 – Spoken to Rose and sent them a Letter of Authority to speak to UK Power Networks to see what can be done with our lights.
14.	11.26/10	Council Bins	Move bins to different locations (Including Reed Pond bin)	27/2 – Get quotes for moving bins as discussed. 9/4 – One quote received
15.	Weeley Telephone Library	Sign Short Term Lease from TDC	Received email from TDC for another years lease of the phone box land	13/3 – Signed and dated and returned to TDC awaiting their signed copy back 23/3 – signed copy received
16.	Special Constable	Recruit a Special for Weeley	Advertise and recruit a special constable for Weeley	9/4 – Materials received from Police to advertise in the Parish Magazine and Noticeboards. Clerk and Cllr Beady attended a meeting with the SPC liaison for Essex who outlined recruitment etc.

APPENDIX B

Planning Applications for month to 16th April 2026

Date of Notification	Application No.	Details	Address	Resolution /Comment
23/3/26	26/00462/FULHH Mr S Butcher	Householder Planning Application - Single storey rear extension	10 St Andrews Close, Weeley, Clacton-On-Sea, Essex, CO16 9FX	No Comment

Planning Determinations

Application No. & Determination	Proposal	Address
26/00292/NMA Approval Non Material Amendment 17.03.2026 Delegated Decision	Non Material Amendment to 22/00979/DETAIL - Relocation and minor size reduction of 4 electrical sub-stations, handing of Plot 88 and change to porch on two housetypes.	Mr Will Vote - Rose Builders Ltd, Land to The South of Thorpe Road, Weeley, Essex CO16 9AJ
25/01080/OUT - Land adjacent Oakdene, Wenlock Road, Weeley Heath, CO16 9DX Dismissed	Outline Planning Application (all matters reserved) - Erection of two self-build bungalows	Land adjacent Oakdene Wenlock Road Weeley Heath CO16 9DX
26/00153/FULHH Approval – Full 31.03.2026 Delegated Decision	Householder Planning Application - Rear parallel range extension. Demolition of non-original bathroom outshot/catslide extension to create a low-level Ground Floor connection. Replacement of non-original windows	Paul McLean Dale Brow Thorpe Road Weeley

	<i>with heritage style double glazed timber alternatives. Internal alterations include 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, 2 dormer windows. Erection of car port/ garage.</i>	<i>Clacton On Sea Essex CO16 9JL</i>
<u>26/00052/FUL</u> <i>Approval - Full 09.04.2026 Delegated Decision</i>	<i>Planning Application - Change of use from integral garage (C3) to dog grooming salon (Sui Generis).</i>	<i>Ms Tara Brennan, 68 Second Avenue, Weeley, Clacton On Sea Essex CO16 9HX</i>
<u>26/00220/OHL</u> <i>Application Closed 13.04.2026 Delegated Decision</i>	<i>Overhead Lines Application - New H Pole in the line on the new development site on Thorpe Road, North of Network Rail line, along with a replacement pole of an existing H pole due to damage. New intermediate pole in the line on Thorpe Road and replacement H pole on Weeley Farm.</i>	<i>Joanne Earle - Senior Land Rights Officer, Thorpe Road Weeley Essex</i>
<u>26/00227/DETAIL</u> <i>Approval - Reserved Matters/Detailed 16.04.2026 Delegated Decision</i>	<i>Submission of details under Outline Planning Permission (23/00807/OUT) - considering access/scale/appearance/landscaping/layout for 5 detached dwellings</i>	<i>Mr David Rose - DG Rose Ltd, Land to The rear of The Gables and The Towers Clacton Road, Weeley Heath, Clacton On Sea Essex, CO16 9EF</i>

Appendix C

SCHEDULE B									
PAYMENTS FOR AUTHORISATION: APRIL 2026									
Invoice Dat	Invoice No.	Account	Payee	Service	NET (£)	VAT (£)	GROSS (£)	VAT No	Setup Pyt
30/03/2026	INV-1034	Unity Bank	Goldacre Contracting	Verges, Reed Pond and Playing Field 1st Cut	£459.00	£91.80	£550.80	366952259	Y
01/04/2026	WVH-4635	Unity Bank	Weeley Village Hall	Small Hall Hire Jan - Mar	£102.00	£0.00	£102.00		Y
01/04/2026	WVH-4635	Unity Bank	Weeley Village Hall	Office Rental 2026-27	£500.00	£0.00	£500.00		Y
01/04/2026	WVH-4635	Unity Bank	Weeley Village Hall	Broadband and Electric	£63.81	£0.00	£63.81		Y
01/04/2026	200005869	Unity Bank	CVST	Yearly Membership 2026-27	£30.00	£0.00	£30.00		Y
07/04/2026	IVO4308682	DD (BB)	SSE Energy Solutions	Electricity Supply (March)	£259.91	£13.00	£272.91	553769703	N(Direct Debit)
21/04/2026		Unity Bank	HMRC	Q4 National Insurance	£212.31	£0.00	£212.31		Y
09/04/2026	19177	Unity Bank	EALC	EALC / NALC Yearly Membership	£662.77	£0.00	£662.77		Y
30/04/2026		Unity Bank	Stephen Gunter	April Wages	£872.49	£0.00	£872.49		Y
30/04/2026		Unity Bank	Stephen Gunter	Canon Ink Subscription	£3.99	£0.00	£3.99		Y
30/04/2026		Unity Bank	Stephen Gunter	Expenses	£28.40	£0.00	£28.40		Y
30/04/2026		Unity Bank	Essex Pension Fund	Clerk Pension April	£262.46	£0.00	£262.46		Y
30/04/2026		DD (BB)	Castle Water	Reed Pond Water	£7.59	£0.00	£7.59		N(Direct Debit)
30/04/2026		DD (UB)	Unity Bank	March Bank Charge	£7.00	£0.00	£7.00		N(Direct Debit)
17/04/2026	INV-1042	Unity Bank	Goldacre Contracting	Verges, Reed Pond and Playing Field 2nd Cut	£459.00	£91.80	£550.80	366952259	Y
17/04/2026		Unity Bank	Christine Hamilton	Expenses - Annual Parish Meeting	£104.96	£0.00	£104.96		Y
				TOTALS	£4,035.69	£196.60	£4,232.29		
							£4,232.29		
Barclays Bank balances as at 20th April 2026; current account £300.30; deposit account £19031.15					Total in Bank £133,401.70				
Unity Bank balances as at 20th April; current account £4,048.18, Savings Account £110,022.07					Less Apr Pyts £4,232.29				
					Total £129,169.41				
PreApproved Payments									
					£0.00 Total				
Receipts									
		£23,067.00 TDC		Precept 1st Instalment					
		£7,121.78 HMRC		VAT Return 2025-26					
		£30,188.78 Total							