



WRABNESS PARISH COUNCIL

Minutes

of the meeting of Wrabness Parish Council which commenced at 7:15pm following the Annual Parish Assembly on Wednesday 7th May 2025 at Wrabness Village Hall.

Present: Councillors Mr Harry Adams, Mr Gary Bowers, Ms Alice Cole, Mr Richard Colley (Chairman), Mr Francis McGowan (Vice Chairman), Mr Rob Southall-Edwards, Mr Graham Watkins and Juliet Attrill Parish Clerk.

Apologies: Councillor Mr Harry Adams and District Councillor Tanya Ferguson

3531. Declarations of Interest: None

4. Public Forum: There were 3 members of the public present:

- Oak Tree: The neighbours to the oak tree near the entrance to the Playing Field requested the crown of the tree to be reduced promptly. Concern was expressed over potential future damage and financial issues caused to their own and adjoining properties. It was stated they will take legal action should damage occur. A neighbour application to TDC has been approved for a crown reduction of up to 30% which is valid until October 2025. The monitoring equipment used by their insurers is still in place and it is hoped that they will conduct more observations to comply with TDC's request for 12 months of findings. The oak tree is discussed at point 3534.

- Public Forum Closed -

3532. Approval of Minutes - the Minutes of the meeting held on 26th March 2025 were approved as a true record and signed.

3533. Matters arising and actions:

a. Parish Council previous requests to Local Highways Panel – (3519a)

i: Review Speed Limits: There have been no updates on this matter, although it was noted that speed recording cables have been placed across Rectory Road recently.

ii: Update on Harwich Road pavement repair: No update.

iii. Highways (3520): consideration of new requests for highway maintenance and improvements: The working document has been collated to aid in making requests to LHP when they are accepting these. The list is to be further reviewed to identify the priority issues.

b. North Essex Parking Partnership – review parking issues and photo evidence received from residents (3519b): WPC are still awaiting a response from NEPP. More photographic evidence would be beneficial to support the case.

c. Demolished wall at crossroads reported to Essex County Council – (3519c): WPC will request an update from CC Guglielmi as there has been no progress since he advised an engineer was to inspect and the matter would be raised with the portfolio holder.

d. A120/Primrose Lane Junction - request for Highways England review and safety improvements (35019d): It has been announced the speed limit reduction to 50mph is to go ahead to include the section of A120 past this junction. There continues to be disappointment over the focus on the A120 itself rather than the improvement of the substandard junction which Highways England undertook to review.

3534. Oak Tree on Playing Field: to review the management of the tree and to receive correspondence from Trinity Claims on behalf of a neighbour: The Oak Tree is scheduled to have a crown reduction every 5-7 years when it is required. Part of this schedule sees that the tree is reviewed every year. WPC are awaiting a report on the tree from HA on whether a reduction is required. TDC is the lead organisation due to the TPO that is in place on the tree. The Parish Clerk is to acknowledge Trinity Claims, noting the report recommendation of a crown reduction rather than felling the tree. HA will bring his report to the June meeting to enable a decision to be made. WPC is unable to commit to action without background information from all sides. WPC to inform their insurer, Ansvar.

Action: Parish Clerk

3535. Rectory Road - Japanese Knotweed: The invasive plant, Japanese Knotweed, has been identified in the highway verge and on farmland to the west side of Rectory Road/ Primrose Hill. This area of land has had issues with Japanese Knotweed for some time which it is understood the farmer, Mr Macaulay, is seeking to control and



eradicate. HA contacted TDC who provided a link to a Gov.uk advice website. WPC will liaise with Mr Macaulay and Highways via CC Guglielmi.

3536. Village Green - Land Registry – to note the land registration has been completed: The Wrabness Parish Council Freehold Title of the Village Green is now registered. It was agreed to reimburse Ellisons Solicitors the Land Registry fees paid of £61.80.

3537. Station Masters Garden: request by Community Shop for use as an additional area to the bar and own garden on Saturday 24th May 2025, and Saturday 26th July 2025 between the hours of 6pm and 10pm, with the area cleared by 11pm: It was agreed to allow the Community Shop to use the Station Masters Garden for these two events as requested. The land was treated well and left tidy when used for previous events.

3538. Emergency Plan - Update from the working party meeting on 06/05/25: Three Councillors and the parish clerk met to begin discussions on the Village Emergency Plan. Another meeting will be held to compile the relevant information. Parish clerk to share possible dates for a second meeting. **Action: Parish Clerk**

3539. New Planning Application – the Parish Council has been notified of the following new application received by Tendring District Council:

[25/00390/FUL](#) - Malkins Coat Harwich Road Wrabness Manningtree Essex CO11 2UG - Planning Application - Detached double garage and change of use of agricultural land. There were no objections.

Action: Parish Clerk

3540. Planning Application Update: The Parish Council has already commented on the following applications
[24/01270/FUL](#) - Site 15 East Foreshore Wrabness Manningtree Essex CO11 2BB - Planning Application - Erection of beach chalet (replacement of previously fire damaged chalet). **Status: Approved on 04/04/25.**

[24/01719/FUL](#) - Broadfields Primrose Hill Wrabness Essex CO11 2TZ - Planning Application - Proposed dwelling (following demolition of forge building). **Status: Approved on 25/03/25.**

[25/00080/FULHH](#) - Collar Meadow Cottage, Church Road Wrabness Manningtree Essex CO11 2TQ - Householder Planning Application - garage. **Status: Approved on 04/04/25.**

[25/00289/LUEX](#) - The Barn Foxes Farm Station Road Wrabness Essex CO11 2UF - Application for Lawful Development Certificate for Existing Use or Development for use of 'The Barn' as a dwellinghouse. **Status: Lawful Use Certificate Granted on 17/04/25**

3541. Reports:	
HIGHWAYS: GW received an email from ECC stating the reported potholes at Wheatsheaf Lane are on the programme for repair. It was seen that cables across Rectory Road were likely for speed and traffic volume monitoring. There was speculation why they had been placed at this location within a 30mph zone.	TDALC: RS attended a meeting on Local Government Reorganisation which will see TDC combined with adjacent councils. No changes are currently proposed to parish and town councils. There is speculation about possible changes of responsibilities. Essex is within a priority area for reorganisation.
NEIGHBOURHOOD WATCH: Someone has been rough sleeping in the shelter in the station. They have only been seen for short periods and no damages caused.	WRABNESS PLAYING FIELD: The latest Jumble Sale was successful, raising funds towards maintaining the playing field.
STATION MASTERS GARDEN: Garden continues to evolve. Thank you to Emma Francis and her team for putting time into the space. The garden has been seen being used by the public.	VILLAGE HALL: There is a meeting next week. VHC is still looking to arrange a Village Fun Day possibly in July/August. In principle, WPC is happy for the Village Green to be used date depending. The kitchen looks good following the upgrades.
TRANSPORT: The station ticket machine has still not returned. There continue to be no scheduled buses and the bus stop is becoming overgrown. WPC will include the bus stop in the email to ECC.	FOOTPATHS: Weeds growing through and around the footpaths are becoming problematic. WPC is not sure of current best practice and will look at Essex highways weed control policy.
VILLAGE NEWSLETTER: Thank you to John Acton for sponsoring the forthcoming Summer Edition of the newsletter.	KIOSK: The flowers in the display continue to look lovely.

**3542. Confirmation of Account Balances:**

RECEIVED	AMOUNT	DISBURSEMENTS	AMOUNT	CQ No.
Parish Precept - First Instalment	£3,726.00	Parish Clerk Salary for April 2025	£226.88	1300
		Parish Clerk Salary for May 2025	£226.88	1301
		Village Hall Hire for May Meeting	£18.00	1302
		Ellisons Solicitors reimburse Land Registry fee - Village Green	£61.80	1303
		EALC/ NALC Affiliation Fees 2025/26	£151.54	1304
		Reimburse G Watkins cost of Spring treatment of Village Green	£190.00	1305
		Business Services at CAS Ltd annual insurance premium	£529.90	1306

3543. 2025-6 Accounts and monies received:

Current Account: Balance as at 29 April 2025 **£6,015.59**

Deposit Account: Balance as at 29 April 2025 **£6,935.82**

3544. Finance Update

a. PKF Little John have notified WPC they are the appointed 2024/25 external auditor: The accounts are with WPCs internal auditor, Gill Moffat. The audited accounts will be received at the June meeting.

b. To receive the Asset Register 2025 update: The updated Asset Register was received which includes recent assets acquired including the Village Green, new bin on Rectory Road and the stored notice board previously sited at Wheatsheaf Close.

3545. Any Other Urgent Business:

- Bennett Homes signage: The final property is waiting to be sold, then the advertisement signage can be removed.

- Meeting Closed 20:49 -

The next Parish Council meeting will be held on Wednesday 11th June 2025 in the Village Hall at 7.30pm.

Juliet Attrill - Wrabness Parish Clerk

Contact Wrabness Parish Council: Email: wrabness.parishclerk@gmail.com Telephone 07535812543