



WRABNESS PARISH COUNCIL

AGENDA

A meeting of Wrabness Parish Council will be held at 7.30pm on
Wednesday 3rd September 2025 at Wrabness Village Hall.

1. Welcome

2. Apologies for absence

3. Declarations of Interest

4. Policy update: proposed update of Public Forum policy to comply with good practice.

5. Public Forum – meeting open for public comment: Will be limited to 15 minutes, 3 minutes per person. The Council would like to invite members of the public to address the Council on matters relating to the parish. The Council reserves the right not to answer questions but will respond in writing as soon as it is practical after the meeting.

6. Approval of Minutes - meeting held on 23th July 2025

7. Matters arising and actions:

- a. Parish Council previous requests to Local Highways Panel – (3563a)
 - i: Review Speed Limits
 - ii: Harwich Road pavement repair
 - iii. Highways: consideration of new requests for highway maintenance and improvements: To prioritise list.
- b. North Essex Parking Partnership – request for review parking issues accompanied by photo evidence received from residents (3563b)
- c. A120/Primrose Lane Junction - request for Highways England review and safety improvements (3563d)

8. Playing Field Zipline Maintenance - update

9. Grant Application: Wrabness Playing Field Management Committee - Request for £87.00, to cover the cost of hiring the village hall and advertisement for the fundraising Jumble Sale

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

- [25/01181/VOC](#) - Broadfields Primrose Hill Wrabness Manningtree Essex CO11 2TZ - Application under Section 73 of the Town and Country Planning Act for Variation of Condition 2 (Approved Drawings) of application 24/01719/FUL to amend the siting of the approved dwelling. **Status: Awaiting Decision.**

11. Planning Application Update: The Parish Council has already considered the following Planning Application:

- [25/00390/FUL](#) - Malkins Coat Harwich Road Wrabness Manningtree Essex CO11 2UG - Detached double garage and change of use of agricultural land. **Status: Awaiting Decision.**
- [25/00973/WTPO](#) - Playing Field Rectory Road Wrabness Essex CO11 2TX - Works related to Tree Preservation Order (23/00003/TPO) - Single Oak Tree - Crown reduction of up to 30%, specified by meterage of 2-2.5 metres, including deadwood removal and aerial inspection **Status: Approved.**



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|-----------------------------------|-----------------------------------|
| 12. Reports: | |
| HIGHWAYS: GW | FOOTPATHS: FM |
| WRABNESS PLAYING FIELD: AC | VILLAGE HALL: GW |
| STATION MASTERS GARDEN: RC | KIOSK: AC |
| VILLAGE GREEN: GW | NEIGHBOURHOOD WATCH: GW/HJ |
| TREES: HA | FORESHORE: GB |
| PUBLIC HEALTH: RSE | WEBSITE: RC |
| TRANSPORT: RC | TDALC: RSE/RC |

13. Local Government Pay: The NJC have announced the 2025 national pay award for local authority staff is 3.2% back dated to 1 April 2025.

14. 2025-6 Confirmation of Account Balances:

Current Account: Balance as at 26 August 2025 £4,373.10p

Deposit Account: Balance as at 26 August 2025 £6,970.44p

| 16. 2025-6 Monies received and expenditure | | | | |
|---|---------------|--|---------------|---------------|
| RECEIVED | AMOUNT | DISBURSEMENTS | AMOUNT | CQ No. |
| Wrabness Hall Farm – Village Newsletter Sponsorship | £250.00 | Parish Clerk Salary for August 2025 | £226.88 | 1314 |
| | | Parish Clerk Salary for September 2025 | £234.14 | 1315 |
| | | Village Hall Hire for Sept 2025 Meeting | £18.00 | 1316 |
| | | Parish Clerk – National pay settlement backdated April – August 2025 | £36.30 | 1317 |

15. Parish Clerk Resignation - to receive a letter of resignation from J. Attrill our parish clerk and consider next steps to recruit a successor.

16. Casual Vacancy: One Casual Vacancy has been created by the resignation of Mr H Adams' resignation from the parish council. In accordance with formal procedures, public notice will be given of the vacancy as from 04/09/2025. The notice period of 14 days (excluding weekends and bank holidays) will conclude on 23/09/2025. If requisitioned by electors the vacancy will be filled by an election, which would be at a cost to the parish. Otherwise the parish council may then proceed to fill the casual vacancy by co-option.

17. Any Other Urgent Business:

The next Parish Council meeting will be held on Wednesday 8th October 2025 in the Village Hall at 7.30pm.

Juliet Attrill - Wrabness Parish Clerk

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