

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on

Monday 9 March 2026 at 7.00pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 3 March 2026

Rachel Fletcher

This meeting is open to the public who are welcome to attend either in person (if there is sufficient space) or online. Councillors attending online are not considered to be officially present so are not permitted to vote. Note that the agenda includes some confidential, contractual and/or legal matters. In accordance with the Standing Orders and the Public Bodies (Admissions to Meetings) Act 1960 the Council may vote to exclude members of the public and press during discussion of such items.

The meeting will be recorded for the purposes of minute taking.

Microsoft Teams link to join the meeting online

[Click here to join the meeting](#)

Meeting ID: 389 355 430 105 15 Passcode: iy9KK3oU

[Download Teams](#) | [Join on the web](#)

AGENDA

| | |
|---------------|---|
| 26.029 | * Chair's Welcome |
| 26.030 | * Starring of items and approval of unstarred items without discussion |
| | Unstarred items after this point will be presented for collective approval with one motion and a single vote, without separate discussion. Starred items will be discussed. a) To identify any changes the Council wishes to make to the items currently starred/ unstarred. b) To resolve to approve unstarred items including recommendations contained within reports. |
| 26.031 | * Apologies for absence |
| | To receive apologies for absence. |
| 26.032 | * Declaration and Register of Interests and Dispensations |
| | To receive declarations of any interests relating to agenda items and/or new dispensations. |
| 26.033 | * Public participation session relating to items on the agenda |
| | There will be 15 minutes available if required. At the close of this item members of the public will no longer be permitted to address the members of the Council. |
| 26.034 | Minutes of meeting held on 9 February 2026 |
| | Councillors are asked to approve the draft minutes of the previous meetings as a true and accurate record and to note/reconfirm any delegated decisions subsequently made (see attachments). |
| 26.035 | Planning Infrastructure and related issues |
| | a) * To receive a report from the Planning Infrastructure Working Group, reports from recent Planning Inspector examinations attended and consider next steps and any recommendations. b) To note Five Estuaries and North Falls design code briefing attended by Councillors and any consultation comments. c) To consider response to National Planning Policy Framework Consultation – by 10 March 2026. d) To note Tendring District Local Plan consultation and forthcoming briefing for Councillors. Comments to be prepared following the briefing meeting and submitted by delegated authority. |
| 26.036 | Reports and Correspondence |
| | a) District and County Councillor reports To receive written reports from these Councillors and/or * to note items raised in public participation which are District or County matters. (eg * To note reports of car racing on Old Ipswich Road. |

| | |
|----------------------|---|
| | <p>b) Councillors' reports including reports of training or meetings. Note training booked.</p> <p>c) Clerks' report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).</p> |
| 26.037 | Planning Applications |
| | <p>To note the applications published/ received/ validated and/or decided since the last meeting. To consider comments on new applications and appeals, including any received after the publication of the agenda. To consider recommendations circulated prior to meeting/ starred items.</p> <p>a) 26/00222/FULHH Erection of a building for storage of gardening equipment. High View, Fox Street, Ardleigh CO7 7PS</p> <p>b) 26/00305/FULHH Retrospective extension of existing boundary wall, reinstatement of main access. Gates, landscaping . 20 Harwich Road, Ardleigh CO7 7LT</p> <p>c) 26/00288/LUEX Lawful Development Certificate for Existing Use or Development for single residential dwelling. George Hall, Slough Lane, Ardleigh CO7 7RU</p> <p>d) 26/00329/NOTIF Electricity Substation Wick Road & Old Ipswich Road, Ardleigh CO7 7QL</p> <p>e) Discharge of conditions for 25/1057/VOC: 26/00258/DISCON 13, Surface Water Drainage Strategy & 26/00259/DISCON 6, Residential Travel Information Pack. Land South West of Crockleford Grange, Bromley Road, Ardleigh CO7 7SE</p> <p>f) 26/00267/FULHH and 26/00266/LBC Installation of 13 solar panels. Replacement of wooden gate with automated gate. Mill House Station Road Ardleigh CO77RS</p> |
| Other/Appeals | <p>To note or consider any other applications including enforcement issues.</p> <p>a) * To discuss updates on the Flying Trade Group development 20/00594/FUL</p> <p>b) * To discuss and consider reporting 24/00413/FUL to TDC Planning Enforcement.</p> <p>c) To note status of Wick Lane- previously a 'protected lane'.</p> |
| 26.038 | Community Projects, events and assets |
| | <p>Community Projects and Initiatives To receive updates on any developments including reports received (eg Community Speedwatch, Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green, Village Magazine- see attachments).</p> <p>a) * Cllr Mason to update councillors on APACE.</p> |
| 26.039 | Parish Council Finance and Staffing |
| | <p>a) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority. (see attachment)</p> <p>b) To consider proposed outcomes from recent discussion of council priorities and staffing and agree next steps.</p> <p>c) To confirm internal audit booked for 13 May 2026.</p> |
| 26.040 | Amenities and Contracts |
| | <p>To receive reports and updates and agree actions on matters relating to Parish Council amenities including Council contracts and contractors, Play and Exercise equipment, Cemetery and churchyard matters, Village Hall matters, Other Amenities and Open Spaces issues, Biodiversity issues and updates (see attachments).</p> <p>a) * To receive an update from Cllrs Talbot and Whiteley in relation to parking at the Village Hall/ Recreation Ground following their visit to local businesses. To note email received from existing permitted car park business user regarding other business users.</p> <p>b) * To consider quotes received for tree surgery work and agree to instruct.</p> <p>c) * To consider survey feedback about churchyard yew trees. Decide on action to be taken.</p> <p>d) * To discuss the Family Fun Day on the Millennium Green on 27 June 2026 and consider Council role and /or obligations relating to overseeing the event and insurance.</p> <p>e) * To discuss repairs to the church clock including whether to request a further quote.</p> <p>f) * To consider the latest communication in relation to the land purchase and next steps.</p> <p>g) To note preparation of the documentation for a new licensee at the Village Hall; Yellow Brick Rd Nursery Ltd.</p> <p>h) To note new contracts for gas/electricity for Village Hall signed on 27 February 2026.</p> |
| 26.041 | Parish Council Governance and related items |

| | |
|---------------|---|
| | All documents available at https://ardleigh.website/formal-documents . a) Approval of updated Standing Orders (see attachment). |
| 26.042 | Future meetings and meeting closure |
| | a) To confirm the scheduled next meeting on Monday 13 April 2026, 7.00pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion. b) * To consider whether a further officer and member strategy/ planning session is needed. c) Meeting closes. |