

# ARDLEIGH PARISH COUNCIL



## To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on  
**Monday 12 January 2026 at 7.00pm at Ardleigh Village Hall.**

Rachel Fletcher – Parish Clerk

Dated 7 January 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: 384 974 319 552 5 Passcode: TT6RX2L3

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## AGENDA

<b>26.001</b>	<b>* Chair's Welcome and starring of items.</b> Unstarred items after this point will be presented for collective approval with one motion and a single vote, without separate discussion.
<b>26.002</b>	<b>* Starring of items and approval of unstarred items without discussion</b> 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) <b>To identify any changes</b> the Council wishes to make to the items currently starred/ unstarred. b) <b>To resolve to approve unstarred items</b> including recommendations contained within reports.
<b>26.003</b>	<b>* Apologies for absence</b> To receive apologies for absence.
<b>26.004</b>	<b>* Declaration and Register of Interests and Dispensations</b> To receive declarations of any interests relating to agenda items and/or new dispensations.
<b>26.005</b>	<b>* Public participation session relating to items on the agenda</b> 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.
<b>26.006</b>	<b>Minutes of meeting held on 8 December 2025</b> 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).
<b>26.007</b>	<b>* Planning Infrastructure and related issues</b> To receive a report from the Planning Infrastructure Working Group and consider any recommendations. (includes update on crowd funder, PIWG meetings)
<b>26.008</b>	<b>Reports and Correspondence</b> a) <b>District and County Councillor reports</b> To receive written reports from these Councillors and/or * to note items raised in public participation which are District or County matters. b) <b>Councillors' reports</b> including reports of training or meetings. Note training booked. c) <b>Clerk's report</b> - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).
<b>26.009</b>	<b>Planning Applications</b>

	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/ items to be individually starred.  a) Siting of an InPost parcel lockers at Ardleigh Service Stations. <a href="#">25/01732/FUL</a> Colchester Eastern Bypass, Ardleigh CO7 7SL and <a href="#">25/01746/FUL</a> Colchester Road, Ardleigh CO7 7PA
<b>Other/Appeals</b>	To note or consider any other applications including enforcement issues. a) To note updates on the Flying Trade Group Application <a href="#">20/00594/FUL</a>
<b>26.010</b>	<b>Community Projects, events and assets</b>
	<b>Community Projects and Initiatives</b> 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).
<b>26.011</b>	<b>Parish Council Finance and Staffing</b>  a) To receive financial reports to 31 December 2025 (see attachments). b) * To consider proposals for new post(s) (see confidential attachment) c) * To consider and agree the budget for 2026-27 (See attachment). d) * To confirm precept requirement for 2026-27 (See attachment). e) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority (see attachment)
<b>26.012</b>	<b>Amenities and Contracts</b>  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)  a) * To note applications received to provide early years provision at the Village Hall and confirm next steps. b) * To receive update on land purchase Harwich Road. c) To receive an update on the Colchester Road phone box and possible grant for defibrillator. d) * To consider proposal from Cllr Barrott re Cemetery fee for forthcoming burial
<b>26.013</b>	<b>Parish Council Governance and related items</b>  All documents available at <a href="https://ardleigh.website/formal-documents">https://ardleigh.website/formal-documents</a> . (see dates in brackets) No items for consideration at this meeting
<b>26.014</b>	<b>Future meetings and meeting closure</b>  a) * To confirm the scheduled next meeting on Monday 9 February 2026, 7.00pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion. b) Meeting closes.