

ARDLEIGH PARISH COUNCIL



Minutes of the Meeting of Ardleigh Parish Council held on Monday 11 March 2024 at 7.30pm at Ardleigh Village Hall.

PRESENT: Cllrs Tim Barrott (Chair), James Blyth, Jayne Marshall, Carolyn Mason, Richard Talbot, Emma Thrower and Jonathan Waters. Also present were Cllr Zoe Fairley (Tendring District Council) and Cllr Carlo Guglielmi (Essex County Council).

Officers, Clerk, Rachel Fletcher, and Deputy Clerk, Rachel Edwards (Minutes)

ALSO IN ATTENDANCE: 6 members of the public were present in person and Cllr Martin Whiteley was online.

24.037	Chair's Welcome The Chair welcomed everyone to the March meeting and thanked all Councillors for their attendance at the increased number of meetings and events recently.
24.038	Apologies and reasons for absence Apologies were received and personal reasons accepted from Cllr Fontaine.
24.039	Public participation session relating to items on the agenda Members agreed to consider agenda items raised while members of the public were present and to allow them to contribute to the items. These are noted at the relevant point in the minutes below. 5 issues were raised by members of the public i) Pylons and substations (see 24.043.3 below) <u>Cllr Talbot joined the meeting at 7.45pm.</u> ii) Neighbourhood Plan (see 24.043.2 below) <u>Cllr Thrower left the meeting at 7.50pm due to work commitments.</u> iii) Essex County Council's Local Mineral Plan Review. (see 24.043.4 below) iv) D-Day Commemoration (see 24.045.2 below) v) Dead Lane/ Colchester Road. A member the public (MoP) who attended in December and February to highlight issues of verges, ditches and flooding requested a further update. Cllr Guglielmi had been waiting for a written summary of issues from him. In addition to these issues, the MoP mentioned street lighting in Wick Lane to Colchester Road and signage in Dead Lane. It was agreed that a list of issues were required which would passed to Cllr Guglielmi to be considered, alongside other highways and related issues, and pursued if practicable.
24.040	Declaration and Register of Interests and Dispensations Interests were declared by Cllr Talbot as a trustee of the Millennium Green Trust. It was noted that dispensations remained in place in respect of proposed pylons, substations, windfarms and for legal action relating to the food distribution centre. See Minute number 23.122 for full details. A dispensation is also in place in respect of Essex County Council's Local Mineral Plan Review, excluding Councillors with pecuniary interests. See Minute number 24.019 for full details. Cllr Blyth declared pecuniary interests in Planning application (i). Minute no 24.042 (i). Cllr Marshall declared a non-pecuniary interest in Planning application (i). Minute no 24.042 (i). and the Lion Public House, Minute no 24.042, Other/appeals.
24.041	Minutes of meeting held on 12 February and 6 March 2024 The minutes of the meetings were approved as true and accurate records.

Planning
 Applications published, received, validated and/or decided since the last meeting were noted. Comments on new applications and appeals were agreed as outlined below.
 It was noted that, where appropriate, reference would be made to the Neighbourhood Plan policies/Village Design Statement when commenting on planning applications. See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. It was noted that weekly lists provided by Tendring District Council (TDC) were sent to Councillors.

Applications

Cllr Blyth left the meeting because of a declared pecuniary interest in Planning Application (i).

- i. [24/00214/FUL](#) Extension to existing building to provide shop, restaurant and bin store, first floor restaurant terrace. Reduction in size of existing detached shop, to be used as store. Prettyfields Vineyard Ltd, Dead Lane, Ardleigh, CO7 7PF
 Council **resolved** to support the application.

Cllr Blyth re-joined the meeting.

- ii. [24/00255/FUL](#) One x 2 bedroom and two x 3 bedroom dwellings (in lieu of Class Q prior approval for one x 1 bedroom, one x 2 bedroom and one x 3 bedroom dwellings). Re-Submission of withdrawn application - 23/01152/FUL. Gods House Farm, Harts Lane, Ardleigh CO7 7QQ
 Council **resolved** to object – grounds as for previous applications.
- iii. [24/00017/FULHH](#) Erection of garage to serve existing bungalow. Bungalow rear of Woodland Lodge, Spring Valley Lane, Ardleigh CO7 7SD
 Council **resolved** to support the application.
- iv. [24/00269/LUEX](#) Application for Lawful Development Certificate for Existing Use or Development for erection of the building and its use for joinery purposes. Holly Tree Nursery, Hungerdown Lane, Ardleigh CO7 7LZ
 Council **resolved** not to object.
- v. [24/00201/WTPO](#) Cut back overhanging branches on maple tree. Ash Lodge, Mary Warner Road, Ardleigh CO7 7RP
 Council **resolved** not to object.
- vi. [24/00213/FULHH](#) Alterations -new bay windows, new entrance door, and first floor extension including balcony. Erection of front boundary wall with gates. Laburnum Plains Farm Close, Ardleigh CO7 7QU
 Council **resolved** not to object. Comments to be made in respect of the design of the wall and gates to ensure compliance with village design statement guidance.
- vii. [24/00331/COUNOT](#) Prior Approval Application under Part 3, Class Q of the Town and Country Planning Order 2015 (as amended) for the conversion of an agricultural building into a dwelling. Nevada, Harts Lane, Ardleigh CO7 7QH
 Council **resolved** to object. Outside of settlement development boundaries, against Local Plan and emerging Neighbourhood Plan, overdevelopment of rural location etc.

Applications received since the date of the Agenda: None

**Other/
 Appeals**

To note or consider any other applications including enforcement issues.

The Lion Public House conversion to a restaurant. Concern was expressed about recent works and whether all required permissions were in place (eg change of use, listed building consent). A member of the public had complained. Cllr Fairley requested details to enable this to be followed up.

It was confirmed that the building had been listed as an Asset of Community Value and that residents want community use for the building. Some residents supported a restaurant but might not be aware of potential extended opening hours and lack of parking.

	It was noted that Tendring District Council Planning Enforcement Officers had other active cases in Ardleigh.
24.043	Other Planning and Infrastructure issues
24.043.1	<p><i>Tendring/Colchester Borders Garden Community (and related issues).</i></p> <p>Two hearings upcoming:</p> <ul style="list-style-type: none"> • Garden Community Examination would be held 7-10 May 24. The Council had until 19 April to register to participate. The Council resolved to register. • A120/A133 Link Road Phase 1 consultation. Cllr Guglielmi advised the Council there would be no need to participate.
24.043.2	<p><i>Neighbourhood Plan (and related issues)</i> Discussed in the public participation session. The Council had submitted and published its comments on the focused consultation following changes proposed by the Examiner. The Council had then been sent all the comments received from other parties and given a further two weeks to add any further comments. The Neighbourhood Plan Steering Group had reviewed these and did not consider that there was anything to add from the previous comments submitted. It was resolved to notify the examiner via Tendring District Council that the Council had no further comments on the focused consultation and was keen for the Plan to be finalised without further delay. The Council remained concerned about the exclusion of the Garden Community area from its Neighbourhood Plan and the impact on Crockleford.</p>
24.043.3	<p><i>Pylons, Substations, Windfarms and related</i> Discussed in the public participation session. It was noted that an informal joint meeting with members of Little Bromley Parish Council and the new 'Villages Against Pylons' group took place on 4 March.</p> <p>Following a discussion the conclusion was to continue supporting the East Anglia wide campaign to move proposed new National Grid infrastructure offshore. If that failed, the campaign would need to refocus. Benefits to remaining part of a wider campaign included: power in numbers, expertise, legal prowess. The local campaign must be reinvigorated for the next Statutory Consultation – end April/May; once National Grid proposals were clear, the focus would be decided. The Parish Council would liaise with local groups alongside alignment with the Essex Suffolk Norfolk Pylons campaign.</p> <p>Cllr Fairley would arrange another local meeting in Little Bromley to support both campaigns. There may be another way to stop National Grid known to Sir Bernard Jenkin which would be disclosed as/if appropriate.</p> <p>It was felt that Ardleigh would also need to hold another public meeting at the Village Hall once the next consultation starts with high-profile speakers.</p> <p>It was noted that Landowners had been asked to sign agreements with National Grid or face compulsory purchase arrangements. Once signed, they were obliged to maintain confidentiality.</p> <p>Thanks were given to 3 members of the public for their work, time, and input into the campaign.</p>
24.043.4	<p><i>Minerals Local Plan Review</i> Discussed in the public participation session. <u>Cllr Blyth left the meeting because of a declared pecuniary interest in Essex County Council's Local Mineral Plan Review (see Minute 24.019)</u></p> <p>The recent drop-in session attracted an estimated 100 people who made numerous comments, the vast majority of which were in opposition. The public would not want any new quarries in the village and felt that Ardleigh had too many proposed developments: Surya food distribution centre, pylons, substations, quarries, Garden Community, loss of agricultural land, loss of archaeological sites. The cumulative effect felt by Ardleigh must be part of the response, in addition to focused responses to each proposed site. The long-term impact of the landfill site was noted by a member of the public. Essex County Council had not made any decisions as this Review was the start of the process but it was important that residents also respond directly to ECC.</p> <p><u>Cllr Blyth re-joined the meeting.</u></p>

	Councillors would advise the Clerk of availability to help prepare response by 19 March.
24.044	<p>Parish Council Governance and Policies</p> <p>To consider and approve updates to the following policies:</p> <ul style="list-style-type: none"> a) Standing Orders Proposed JB Seconded JW. Council resolved to approve. b) Risk Management Policy Proposed JW Seconded JB. Council resolved to approve. c) Data Protection, Freedom of Information and privacy policies Proposed JM Seconded CM. Council resolved to approve. d) Asset Register Proposed JM Seconded RT. Council resolved to approve. <p>The Clerk requested members and officers check and photograph assets when in their locality then forward the photos to the Clerk with a note of condition and What 3 Words location code.</p>
24.045	Community Projects and assets
24.045.1	Community Projects and Initiatives To receive updates on any developments including reports received (eg Litter Pickers; Community Speedwatch; Ardleigh Practical Actions for Climate and Environment (APACE); Police reports). None.
24.045.2	Budget and support for D-Day Event – Saturday 8 June Council agreed the Local Events Working Group would be set up this event- chaired by Jill Hamblin. Cllrs Talbot and Mason would participate with members of the public. The Council resolved to pay for the hire of the hall for 8 June from the special events budget and to make other funds when requested by the Working Group available (within the total annual budget for special events of £500). During public participation it was noted that the beacon would be lit on 6 June at 9.15pm and church bells would be rung. The Chair of the Millennium Green Trust would organize this. A Village event would be held on 8 June on the Millennium Green. The working group would plan the event.
24.045.3	Council to discuss whether to purchase a D-Day flag. Council resolved not to make a purchase.
24.045.4	Ford Ride London Classique The cycling event would be coming to the outskirts of Ardleigh on Friday 24 May. The Council would publicise it.
24.046	Reports and Correspondence
24.046.1	District and County Councillor reports To receive verbal updates from those present. Any written reports received from District and County Councillors were emailed to members. Cllr Guglielmi noted the meeting with Cllrs and officers would be re-arranged to discuss outstanding issues. Thanks were given to Cllrs Fairley and Guglielmi for their ongoing attendance at Parish Council meetings.
24.046.2	Councillors' reports including reports of training or meetings. Cllr Talbot reported the cause of the flooding in Coggeshall Road had been attributed to cracked water pipes.
24.046.3	Clerk's report – A full report was not prepared due to time pressures on the Clerks, and update on key activities and hours was included with the Confidential staffing report and noted. Costs and time spent on the Judicial Review were mentioned; relevant paperwork to instigate the appeal papers had been prepared and uploaded. Thanks were given to the Clerk for work in relation to the Judicial Review.
24.047	Parish Council Finance
24.047.1	To receive financial reports to 31 January and 29 February 2024 (see attachments). The Clerk noted that it may not be possible to complete the VAT return in the current financial year. She proposed VAT could be claimed in the next financial year if needed. The Council resolved to agree.
24.047.2	To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority. Cllr Talbot advised the bill for tree work done by Blands was for the Recreation Ground not the Millennium Green. The Clerk would re-allocate the payment.

24.047.3	The grant funding application carried forward for the Cricket Club was considered. More information had been received. The Council resolved to grant £1000 to contribute to the cost of a new storage facility adjacent to the Pavilion subject to this releasing all storage previously used by the Cricket Club at the Village Hall as well as compliance with the Council's grant policy.
24.048	<p>Amenities and Contracts</p> <p>To receive updates and take decisions on Parish Council amenities and contracts including:</p> <p>a) Council contracts and contractors Thanks were noted to Cottage Landscapes for work done at the cemetery and would be passed on by Cllr Mason.</p> <p>b) Play and Exercise equipment – The Deputy Clerk advised Councillors of quotes received for refurbishment of the sandpit/boat. Half the funding had already been agreed by Tendring District Council from Town and Country Planning Act Section 106 monies. The Council resolved to accept a quote from Cottage Landscapes. The Deputy Clerk would contact Tendring District Council to obtain the balance remaining from Section 106 monies. The Deputy Clerk advised of a quote received to repair several items of play equipment. She proposed smaller repairs could be done from the budgeted amount remaining for this financial year. Larger repairs could be discussed with Tendring District Council or grant applications made in the next financial year. The Council resolved to accept this proposal including payment on receipt of pro-forma invoice from this year's budget.</p> <p>c) The Ardleigh Recreation Ground - The Charity Commission submission had been delayed.</p> <p>d) Cemetery/churchyard matters – Cllrs Barrott and Mason had met Cottage Landscapes and a representative from the Manningtree PACE group. Several wildlife initiatives had been constructed with particular focus given to stag beetles. Information boards would be displayed along a central pathway and photos/details would be shared on social media.</p> <p>e) Millennium Green – Trustees had inspected the pond. The fence is rotten and would need replacing. Details to enable quotes to be obtained would be sent to the Deputy Clerk.</p> <p>f) Village Hall matters – A further meeting would be held by a small group to determine the way forward – to involve CHIP and the Caretaker. Hirers might be invited later. Councillors Mason, Talbot and Whiteley would meet with the Clerk on 19 March to discuss energy efficiency and grant requirements. It was noted that grant funding would be required before work could be undertaken; it was not considered appropriate to consider loan finance.</p> <p>g) Other Amenities and Open Spaces issues - None</p> <p>h) Biodiversity issues and updates – None (other than work in the cemetery).</p>
24.049	Parish Council Staffing
24.049.1	<i>Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded during all or part of the discussion of this agenda item as the Council will be considering legal and contractual issues. No members of the public present.</i>
24.049.2	To confirm the appointment of Rachel Edwards as Deputy Parish Clerk for 15 hours per week at SCP point 22 on a permanent contract based on nationally agreed terms and conditions including membership of the Local Government Pension Scheme (see confidential attachment).
24.050	Public Bodies (Admissions to Meetings) Act 1960
24.050.1	To confirm the scheduled next meeting on Monday 8 April 2024, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion.
24.050.2	Meeting closed 9.35pm

Signed by Meeting Chair.....On.....