

ARDLEIGH PARISH COUNCIL



Minutes of the Meeting of Ardleigh Parish Council held on Monday 13 July 2026 at 7.00pm at Ardleigh Village Hall

PRESENT: Cllrs Tim Barrott, Helen Fontaine, Jayne Marshall, Carolyn Mason, Sharon Smith, Richard Talbot, Jonathan Waters, and Martin Whiteley.

Officer: Clerk, Rachel Edwards.

ALSO IN No members of the public were present.

ATTENDANCE:

26.099	Chair's Welcome
	Chair welcomed the new Clerk into her role; all Councillors followed suit.
26.100	Public participation session relating to items on the agenda
	No members of the public present.
26.101	Apologies for absence
	Apologies received from Cllr Whitfield. Cllr Zoe Fairley, Tendring District Council (TDC) also sent apologies.
26.102	Declaration and Register of Interests and Dispensations
	It was noted that previously agreed dispensations remained in place.
26.103	Minutes of meeting held on 8 June 2026
	The Minutes of the meeting were approved as a true and accurate record. Delegated decisions were noted/reconfirmed.
26.104	Planning Infrastructure and related issues
	a) To receive a report from the Planning Infrastructure Working Group (PIWG). Cllr Mason updated the Council. National Grid (NG) Examination hearings 23/24/25 June attended by Cllrs and public. NG criticised for being slow to respond to questions/engagement. Council's barrister, Simon Bell, did not need to attend although he advised on submissions for Deadline 6 (7 July). The Council had responded including nearness to Dedham Vale, Area of Natural Beauty. PIWG would submit further reports and submissions on behalf of the Council for Deadline 7 (21 July). Our barrister would work with the Essex, Suffolk, Norfolk Pylons campaign's barrister to draft a closing statement for Deadline 8 (4 August). NG Examination would close 10 August 2026 and be referred to the Secretary of State. If approved, construction should begin in 2027. Cllr Whiteley would confirm funds remaining in Legal Fund. b) To note Councillors met with Anglian Water Strategic Pipeline Project representatives on 10 June and consider further actions needed. (see attachments). Noted. Anglian Water (AW) would work with the Flying Trade Group and NG as needed. Cllr Waters had sent AW information relating to building work on the Flying Trade warehouse project on Old Ipswich Road. The Millennium Green Trust had been advised of potential funding under the AW Community Fund. Cllr Smith would provide AW with details of relevant previous planning applications. c) To consider the response to the N2T Community Fund consultation (Norwich to Tilbury). Three webinars are available on 16 July 3pm-4pm, 22 July 6-7pm and 29 July 12-1pm (see attachments). Councillors and Officers would attend the webinars to gather information. Council would agree strategy/possible outcomes at future meeting to present to residents. d) To note Councillors, District Councillor and Clerk met with Tarchon on 7 July 2026 before the non-statutory consultation event at the Village Hall. Tarchon would welcome suggestions and engagement from/with the Council. Further joint meetings would be held.
26.105	Reports and Correspondence

	a) District and County Councillor reports To receive verbal updates from those present. Any written reports received from District and County Councillors are emailed to members. i. To note report from TDC Environmental Health Team regarding the fly issue (see attachments). Document received from Cllr Fairley about the fly issues. Councillors thanked Cllr Fairley for her diligence and noted ongoing work with TDC Environmental Health Department and the Environment Agency. b) Councillors' reports including reports of training or meetings. Cllr Whiteley reported work on the pavement and drainage along Colchester Road. c) Clerk's report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment). Noted. Councillors confirmed social media statistics would no longer be required.
26.106	Planning Applications
	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 published/ received/ validated and/or decided since the last meeting were noted in a separate paper. To consider recommendations circulated prior to meeting (see attachment). Applications recommended for comment: a) 26/00948/OUT Outline Planning Application (Access/Layout to be considered) - Erection of 6 detached dwellings. Land Fronting Ardleigh Road and Mill Lane, Great Bromley CO7 7TL Previous application to develop this site refused and dismissed at appeal. Site was outside Settlement Development Boundary, and proposal was contrary to Neighbourhood Plan, so strong objection suggested. Clerk would confer with Great Bromley Parish Council. Council resolved to object. b) 26/01010/COUNOT Prior Approval Application, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for change of use of agricultural building to a dwelling. Wallings Nursery Ltd, 38 Harwich Road, Lawford. Strong objection suggested, outside Settlement Development Boundary, contrary to Neighbourhood Plan (NP not mentioned in application paperwork) Council resolved to comment dwelling should be used for agricultural purposes to comply with Ardleigh's Neighbourhood Plan. Applications recommended for no comment: c) 26/00995/FULHH Replacement of existing roof including raising the eaves and ridge and the addition of dormer windows. Alteration to fenestration to ground and first floor. Jubilee Bungalow, Fox Street, Ardleigh CO7 7PW Suggested no comment - basic improvements to residential dwelling. Council resolved no comment. d) 26/00945/FUL Erection of single storey self-build dwelling. Land to the rear of 5 Hunters Chase, Ardleigh CO7 7LW Site already had permission for a replacement dwelling, so principle of development already established, suggested no comment. Council resolved no comment. e) 26/00865/FUL Construction of one x 2-bedroom and four x 3-bedroom dwellings with associated boundary treatments, hard and soft landscaping and EV charging points (in lieu of Class Q prior approval 24/01025/COUNOT). Gods House Farm, Harts Lane, Ardleigh CO7 7QQ Principle of residential development on this site had already been approved - suggested no comment.

	Council resolved no comment. f) 26/00928/LBC Application for Listed Building Consent - Consent for previous works undertaken to an internal fire fireplace. Tudor Cottage, Green Lane, Ardleigh CO7 7PD Suggested no comment. Council resolved no comment. g) 26/00893/DISCON Discharge of conditions application for 20/00594/FUL - Condition 23(c) (Mitigation Strategy). Land adjoining Ipswich Road and Wick Lane, Ardleigh CO7 7QL Discharge of condition re archaeological site investigations on Surya site. TDC should determine. Suggested no comment. Council resolved no comment. h) 26/00941/TCA Tree work in a Conservation Area - Accacia - Crown reduction 1-2m all over and balance crown. Holmesdale, The Street, Ardleigh CO7 7LD Suggested no comment. Council resolved no comment. i) 26/00942/TCA Tree work in a Conservation Area - Accacia - Cut back and lift of buildings by 2 meters and balance crown. Westbury Lodge, The Street, Ardleigh CO7 7LD Suggested no comment. Council resolved no comment. j) To consider comments on Great Bromley Parish Council applications. i. 26/00910/OUT Outline Planning Application (Access to be considered) - Outline application for up to 200 dwellings together with a local community facility (Use Class F2), public open space, children's play areas, allotments, a community orchard, a mobility hub, and associated landscaping, drainage and infrastructure. Land at Bromley Cross, Carringtons Road, Great Bromley ii. 26/00912/OUT Outline Planning Application (Access to be considered) - Outline application for up to 90 dwellings, together with a local community facility (Use Class F2), public open space, children's play areas, allotments, a community orchard, a mobility hub, and associated landscaping, drainage and infrastructure. Land to North and South, Carringtons Road, Great Bromley. Council resolved to object based on the significant impact this number of dwellings would have on facilities in Ardleigh and increased traffic movements through Ardleigh. Clerk would speak to Great Bromley Parish Council Clerk for more information. k) To receive an update from Cllr Smith on 25/01445/FUL, erection of an asphalt plant on land adjacent to Old Ipswich Road, Ardleigh. (Comments for Council to consider would be needed prior to future TDC Planning Committee) Cllr Smith advised there was a briefing document prepared previously by our Planning Consultant that could be used. A document submitted by SRC Group for NG Deadline 6 could also be used for reference. Clerk would contact Cllr Fairley to request Cllr Smith meet with TDC planning representatives.
Other/Appeals	To note or consider any other applications including enforcement issues. a) To note updates on the Flying Trade Group Application 20/00594/FUL. i. To confirm the delegated decision to apply for permission to proceed with a Judicial Review in relation to 26/00674/NMA. Costs of £3750 would be met by the Council and a Parish Councillor (see attachment). Council resolved to confirm the delegated decision and agreed cost basis. ii. Cllr Waters to update Council on actions taken including Council's barristers and Planning Direct planning consultants. Cllr Waters advised the claim for Judicial Review had been submitted. Further correspondence had taken place with TDC Planning Department which would be referred to the Council's barrister. Councillors would be updated as the situation progressed. Noted that the Flying Trade Group have a Statement of Common Interest with NG. iii. To consider further action should permission to proceed with the Judicial Review be granted.

	ClIr Waters confirmed the claim for Judicial Review process would not be completed before the September meeting. Further action could be considered then.																														
26.107	Community Projects, events and assets																														
	Community Projects and Initiatives To note reports received (Community Speedwatch (attachment), Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green, Ardleigh Chronicle – see attachments). None received.																														
26.108	Amenities and Contracts																														
	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 updates on the potential land purchase on Harwich Road i. To re-confirm decision to request vendors’ solicitors obtain agreement for vacant possession following the conversation held between the Chair and the gentleman using the land. Council resolved to confirm the decision to request an agreement for vacant possession from the vendors’ solicitors. Clerk would ask the Council’s solicitor to quantify the risk should the Council decide to proceed without vacant possession. ii. To note latest communications in relation to the land purchase on Harwich Road and consider next steps (see attachment). No further correspondence received. b) To note report submitted by the Facilities and Maintenance Officer (FMO) and consider any recommendations (see attachment). Council resolved to agree with recommendations made by the FMO.																														
26.109	Parish Council Finance and Staffing																														
	a) To receive financial reports to end June 2026 from the Responsible Financial Officer (RFO). (see attachments). ClIr Whiteley had assisted the RFO with production of spreadsheets and additional financial records. Councillors would like to see VAT claimed more often; ClIr Whiteley would take that forward to the RFO. Councillors would like to see justification from the Millennium Green Trust (MGT) for the amount claimed for from the Council. Request would be passed to the RFO; Council may need another meeting with the MGT. b) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority and to confirm subscriptions and direct debits currently in place (see attachment). Further information was required from the RFO before signatories would confirm some of the items. They would contact her to clarify. The following were presented to the meeting. <table border="1"> <tr><td>Flameguard Fire and Security</td><td>£390.00</td></tr> <tr><td>Essex Association of Local Councils</td><td>£180.00</td></tr> <tr><td>Amazon (Village Hall supplies)</td><td>£519.09</td></tr> <tr><td>Craft Nurseries</td><td>£1,142.40</td></tr> <tr><td>Cloudy Group</td><td>£153.00</td></tr> <tr><td>Cottage Landscapes</td><td>£735.84</td></tr> <tr><td>LED Electrical</td><td>£728.40</td></tr> <tr><td>Great Oaktree Land Services</td><td>£1,134.00</td></tr> <tr><td>Cloudy Group</td><td>£54.48</td></tr> <tr><td>N power</td><td>£66.19</td></tr> <tr><td>Cottage Landscapes</td><td>£717.84</td></tr> <tr><td>Clerk expenses</td><td>£176.55</td></tr> <tr><td>Facilities and Maintenance Officer expenses</td><td>£43.89</td></tr> <tr><td>Responsible Financial Officer expenses</td><td>£30.45</td></tr> <tr><td>Asbestos Test Kit</td><td>£39.94</td></tr> </table>	Flameguard Fire and Security	£390.00	Essex Association of Local Councils	£180.00	Amazon (Village Hall supplies)	£519.09	Craft Nurseries	£1,142.40	Cloudy Group	£153.00	Cottage Landscapes	£735.84	LED Electrical	£728.40	Great Oaktree Land Services	£1,134.00	Cloudy Group	£54.48	N power	£66.19	Cottage Landscapes	£717.84	Clerk expenses	£176.55	Facilities and Maintenance Officer expenses	£43.89	Responsible Financial Officer expenses	£30.45	Asbestos Test Kit	£39.94
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	Royal Courts of Justice- reimburse Clerk (RE)	£174.00	
	CVS Tendring	£30.00	
	Cornerstone Barristers	£4,500.00	
	LED electrical	£288.00	
	In addition salary and related payments (pension, HMRC) of £8160.96 were approved.		
26.110	Parish Council Governance and related items		
	All documents available at https://ardleigh.website/formal-documents . (see dates in brackets)		
26.111	Future meetings and meeting closure		
	a) To confirm the scheduled next meeting on Monday 14 September 2026, 7.00pm, Ardleigh Village Hall (with remote link) and to flag any key issues for discussion. b) Meeting closed 8.10pm		

Signed by Meeting Chair.....on.....