

# ARDLEIGH PARISH COUNCIL



**To: Members of Ardleigh Parish Council**

Council Members are summoned to attend the Ardleigh Parish Council meeting on  
**Monday 8 June 2026 at 7.00pm at Ardleigh Village Hall.**

Rachel Fletcher – Parish Clerk

Dated 10 June 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: 397 082 392 736 857

Passcode: FV7Pr9og

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## AGENDA

<b>26.084</b>	<b>* Chair's Welcome</b>
<b>26.085</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>26.086</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>26.087</b>	<b>* Apologies for absence</b>
	To receive apologies for absence.
<b>26.088</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>26.089</b>	<b>Minutes of Meeting held on 11 May 2026</b>
	Councillors are asked to approve the draft minutes of the previous meeting as a true and accurate record and to note/reconfirm any delegated decisions subsequently made (see attachments).
<b>26.090</b>	<b>* Planning Infrastructure and related issues</b>
	a) To receive a report from the Planning Infrastructure Working Group including latest position regarding submissions and hearings for the Norwich to Tilbury inspection. b) To consider a proposal from Cllr Smith in relation to a response from APC to TDC/Environment Agency (EA) about Slough Lane emissions/odours. (See attachment) c) To note the meeting with Anglian Water in relation to the Ardleigh to Great Horkeley pipeline project commencing Spring 2027 would take place on 10 June 2026. d) To note comments were made on the Planning Application for Tendring Colchester Borders Garden Community. See <a href="https://idox.tendringdc.gov.uk/online-applications">idox.tendringdc.gov.uk/online-applications</a> using reference 26/00424/TCBGC. Thanks to Cllr Whiteley for leading.
<b>26.091</b>	<b>Reports and Correspondence</b>

	<p>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.</p> <p>* Cllr Fairley to update the Council on communication with the EA regarding flies and odours from Slough Lane.</p> <p>b) <b>Councillors' reports</b> including reports of training or meetings. Note training booked.</p> <p>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).</p>
<b>26.092</b>	<b>Planning Applications</b>
	<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/ items to be individually starred.</p> <p>a) <a href="#">26/00561/FUL</a> Reconstruction and conversion of an existing fire-damaged rural building to form three dwellings (Use Class C3) and erection of an additional new-build dwelling and car port, with associated vehicular access. Newlands Nursery, Slough Lane, Ardleigh CO7 7RU</p> <p>b) <a href="#">26/00589/FULHH</a> Two storey side extension, single storey rear extension and porch. Orchard House, Frating Road, Ardleigh CO7 7SU</p> <p>c) Discharge of conditions application for 20/00594/FUL: <a href="#">26/00772/DISCON</a> 23 Archaeological Investigation, <a href="#">26/00700/DISCON</a> 24 Detailed Surface Water Drainage Scheme, 30 Revised Sustainable Urban Drainage System, and 31 Package Treatment Plant, <a href="#">26/00695/DISCON</a> 4 Construction Environmental Management Plan, <a href="#">26/00698/DISCON</a> 19 Construction Method Statement and Construction Environmental Management Plan, <a href="#">26/00694/DISCON</a> 5 Biodiversity Enhancement Strategy. Land adjoining Ipswich Road and Wick Lane, Ardleigh CO7 7QL</p> <p>d) To receive an update from Cllr Smith on <a href="#">25/01445/FUL</a>, erection of an asphalt plant on land adjacent to Old Ipswich Road, Ardleigh. (to be considered at TDC July Planning Committee)</p>
<b>Other/Appeals</b>	<p>To note or consider any other applications including enforcement issues.</p> <p>a) * To note updates on the Flying Trade Group Application <a href="#">20/00594/FUL</a>. See planning item c above. Cllr Water to update Council on action taken including Council's barristers and Planning Direct planning consultants. Council to confirm spending to date.</p>
<b>26.093</b>	<b>Community Projects, events and assets</b>
	<p><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, Ardleigh Chronicle- see attachments).</p> <p>A) To consider a proposal from Cllr Smith regarding investigating a Dark Skies policy.</p>
<b>26.094</b>	<b>* Audit and Annual Governance and Accountability Return (AGAR)</b>
	<p>a) To receive and note the Annual Internal Audit Report of Accounts to 31 March 2026 (see attachment).</p> <p><b>Annual Governance and Accountability Return (AGAR) documents for the period 1 April 2025 to 31 March 2026 to be considered (see attachments):</b></p> <p>b) To consider and agree the effectiveness of the System of Internal Control.</p> <p>c) To consider and approve by resolution the Annual Governance Statement (Section 1).</p> <p>d) To consider and approve by resolution the Accounting Statements (Section 2) which have been certified by the Responsible Financial Officer.</p> <p>e) To arrange for the Accounting Statements to be signed and dated by all required parties.</p> <p>f) To decide the dates for the exercise of Public Rights of Inspection - (proposed 10 June – 21 July 2026). To note the requirement to publish a notice of the Public Right of Inspection at least one working day before the period of inspection on the Council website along with the 'Council Accounts: A Summary of Your Rights'. (see attachment).</p> <p>g) To consider whether to reappoint Legra Internal Audit Systems as internal auditors for 2026-27.</p>
<b>26.095</b>	<b>Parish Council Finance and Staffing</b>

	<p>a) To confirm the bills for payment for Parish Council including payments made using delegated authority (see attachment)</p> <p>b) * To note in accordance with minute 25.118b the Clerk had applied for a Parish Council Debit Card to remove the need for Officers to make and reclaim purchases personally on behalf of the Council. To discuss additional controls required.</p> <p>c) To note HMRC mileage allowance has increased from 45p per mile to 55p per mile backdated to 1 April 2026.</p> <p>d) * To note decisions and confirm recommendations from the Staffing Committee in relation to proposals brought forward by the Clerks following the Clerk's resignation and Council approving the Deputy Clerk moving up into the role. (see attachment).</p>
<b>26.096</b>	<b>Amenities and Contracts</b>
	<p>To receive reports and updates and agree actions (if any) 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 discuss the site visit made by Cllrs Barrott and Smith in relation to the land purchase on Harwich Road and consider next steps.</p> <p>b) * To note report submitted by the Facilities and Maintenance Officer and consider any recommendations (see attachment).</p>
<b>26.097</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)
<b>26.098</b>	<b>Future meetings and meeting closure</b>
	<p>a) To confirm the scheduled next meeting on Monday 13 July 2026, 7.00pm, Ardleigh Village Hall (with remote link) and to flag any key issues for discussion. Meeting closes.</p>