

# ARDLEIGH PARISH COUNCIL



## To: Members of Ardleigh Parish Council

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

**Monday 14 July 2025 at 7.30pm at Ardleigh Village Hall.**

Rachel Fletcher – Parish Clerk

Dated 9 July 2025

*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.

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: 367 896 388 337 0 Passcode: jg7AQ98K

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## AGENDA

<b>25.091</b>	<b>Chair's Welcome</b> to note that the agenda includes some confidential, contractual and/or legal matters (including those marked *). In accordance with the Standing Orders and the Public Bodies (Admissions to Meetings) Act 1960. and the Council may vote to exclude members of the public and press during discussion of such items.
<b>25.092</b>	<b>Apologies and reasons for absence</b>
<b>25.093</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>25.094</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>25.095</b>	<b>Minutes of meeting held on 9 June 2025</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 attachment).
<b>25.096</b>	<b>Planning Infrastructure and related issues</b>
	To note updates/ consider actions required relating to large developments and Nationally Significant Infrastructure Projects (NSIPs) proposed for Ardleigh including: <b>a)</b> Adoption of the Tendring Colchester Borders Garden Community Development Plan Document by Tendring District (TDC) and Colchester City (CC) Councils. <a href="#">Tendring Colchester Borders Garden Community Development Plan Document (DPD)</a> <b>b)</b> Briefing on community benefits process for NSIPs and windfarms – meeting held with TDC and Essex County Council (ECC) Officers on 7 July 2025. To consider next steps. <b>c)</b> Consider response to consultation on community benefits (applies to windfarms) <a href="https://www.gov.uk/government/publications/community-benefits-and-shared-ownership-for-low-carbon-energy-infrastructure">https://www.gov.uk/government/publications/community-benefits-and-shared-ownership-for-low-carbon-energy-infrastructure</a> <b>d)</b> Norwich to Tilbury National Grid archaeology surveys and correspondence (see attachment). <b>e)</b> Planning Infrastructure Working Group update – first meeting held on 8 July 2025. Recommendations to be considered including engaging barrister. (See attachment) <b>f)</b> Windfarms/ interconnector updates: Including North Falls and Five Estuaries Joint Onshore Substations Design Guide - local consultation opens 18 August (see attachment). <b>g)</b> Any other updates or issues for Council to consider relating to NSIPs or Garden Community.

<b>25.097</b>	<b>Highways, Public Rights of Way (PRoW) and related issues</b>
	Note that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct <a href="http://www.essexhighways.org/tell-us">www.essexhighways.org/tell-us</a> .
<b>25.098</b>	<b>Reports and Correspondence</b>
	<p>a) <b>District and County Councillor reports</b> To receive verbal updates from those present. Any written reports received from District and County Councillors are emailed to members.</p> <p>b) <b>Councillors' reports</b> including reports of training or meetings.</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>25.099</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.</p> <p>a) <a href="#">25/00933/NMA</a> Non-Material Amendment to 20/00594/FUL: Change building form; feature glazed curtain walling introduced; external cladding colours changed; modifications made to ribbon window glazing; standard eaves detail amended; and alteration to internal layout. Land adjoining Ipswich Road and Wick Lane Ardleigh CO7 7QL</p> <p>b) <a href="#">25/00883/FUL</a> Change of use of annexe to independent dwelling, and erection of double garage. White House, Jubilee Lane, Ardleigh CO7 7RY</p> <p>c) <a href="#">25/00886/FULHH</a> Two storey and single storey front, side and rear extensions, pitched roof dormer windows, and detached double garage. 26 Harwich Road, Ardleigh CO7 7LS</p> <p>d) <a href="#">25/00943/LUPROP</a> Proposed Use/Development for a summer house outbuilding, for storage/incidental enjoyment of the dwelling house. 4 Aveline Road, Ardleigh CO7 7NT</p> <p>e) <a href="#">25/00839/LUEX</a> Lawful Development Certificate Application for Existing Use/ Development for erection of stable block. Holly Tree Nursery, Hungerdown Lane, Ardleigh CO7 7LZ</p> <p>f) <a href="#">25/00868/WTPO</a> Tree work (91/00006/TPO): Ash tree, 40% crown reduction. Remove ivy - overhanging neighbouring property. Stable House, Waterhouse Lane, Ardleigh CO7 7NE</p>
<b>Other/Appeals</b>	<p>To note or consider any other applications including enforcement issues.</p> <p>a) Flying Trade Group Application <a href="#">20/00594/FUL</a> (see planning application <a href="#">25/00933/NMA</a> Non-Material Amendment to 20/00594/FUL above) and * to note legal advice obtained.</p>
<b>25.100</b>	<b>* Land purchase</b>
	To receive an update on potential purchase of land designated as protected Local Green Space at Harwich Road, Colchester, and to consider options for funding and future use/ covenants. To confirm appointment of solicitor (see attachments)
<b>25.101</b>	<b>Community Projects, events and assets</b>
	<p><i>Community Projects and Initiatives</i> To receive updates on any developments including reports received (eg Litter Pickers, Community Speedwatch (attachment), Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green).</p> <p>a) Meetings or reports</p> <p>b) Requests for Support (none received)</p>
<b>25.102</b>	<b>Amenities and Contracts</b>
	<p>a) <b>Council contracts and contractors</b></p> <p>b) <b>Play and Exercise equipment</b></p> <p>c) <b>Cemetery/churchyard matters</b></p> <p>d) <b>Village Hall matters</b> *to consider requests from hirers/ potential hirers (see Clerks report).</p> <p>e) <b>Other Amenities and Open Spaces issues.</b> To receive 2025 Tree Survey and agree actions (see attachment)</p> <p>f) <b>Biodiversity issues and updates</b></p>
<b>25.103</b>	<b>Parish Council Governance and related items</b>
	a) To confirm amendments to Terms of Reference of Planning Infrastructure Working Group (attachment).

	<ul style="list-style-type: none"> <li>b) To note new requirement for IT policy and identify key issues for inclusion to be brought to September meeting together with updates to Financial Regulations and Standing Orders.</li> <li>c) To note that existing policy documents are available at <a href="https://ardleigh.website/formal-documents">https://ardleigh.website/formal-documents</a> and continue to apply to the work of the Council and to Councillors acting in that capacity.</li> </ul>
<b>25.104</b>	<b>Parish Council Finance and Staffing</b>
	<ul style="list-style-type: none"> <li>a) To receive financial reports to 30 June 2025 (see attachments).</li> <li>b) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority (see attachment)</li> <li>c) To note that Internal Audit report actions will be considered at September meeting.</li> <li>d) *To receive an update on staffing matters.</li> </ul>
<b>25.105</b>	<b>Future meetings and meeting closure</b>
	<ul style="list-style-type: none"> <li>a) To confirm the scheduled next meeting on Monday 8 September 2025, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion. There is no meeting planned in August.</li> <li>b) Meeting closes.</li> </ul>