

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 13 October 2025 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 8 October 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. 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. This could include but is not limited to items marked *

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: 339 404 767 987 3 Passcode: ST3uB3tg

[Download Teams](#) | [Join on the web](#)

AGENDA

25.120	Chair's Welcome To note resignations of and record thanks to former Councillors James Blyth and Emma Thrower.
25.121	Apologies and reasons for absence
25.122	Public participation session relating to items on the agenda 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 Council unless invited by the Chair.
25.123	Declaration and Register of Interests and Dispensations To receive declarations of any interests relating to agenda items and/or new dispensations.
25.124	Minutes of meeting held on 8 September 2025 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).
25.125	Planning Infrastructure and related issues To note updates/ consider actions required relating to large developments and Nationally Significant Infrastructure Projects (NSIPs) proposed for Ardleigh including: To note the meeting held with the Planning Infrastructure Working Group (PIWG) and Councillors on 6 October 2025. Proposals from the group to be confirmed at the meeting include: • Instructing a lawyer to represent Ardleigh's interests at inspections* • Instructing other professional consultants as necessary in the future* • Working in tandem with the ESNP campaign • Facilitating a public meeting inviting TDC's Planning Officer(s), Rosie Pearson from the Essex Suffolk Norfolk Pylons Group, Sir Bernard Jenkin MP and an Essex County Council representative • Contacting other local parishes to pursue interest in a joint meeting with PIWG, Ardleigh Councillors, Cllr Fairley and Cllr Guglielmi • Registering Ardleigh Parish Council as an interested party • Instigating fundraising campaign and choosing a crowd funding platform (see attachment) • Producing and distributing a flyer to promote the meeting/fundraising to households.

25.126	Highways, Public Rights of Way (PROW) and related issues
	Note that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct www.essexhighways.org/tell-us .
25.127	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. b) Councillors' reports including reports of training or meetings. c) Clerk's report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).
25.128	Planning Applications
	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. For information only, comment date passed: 25/01368/FUL Installation and operation of ground mounted solar array. Martells Quarry, Slough Lane, Ardleigh CO7 7RU. a) 25/01249/FUL Proposed new extension to existing grading hall. Peake Fruit Ltd, Home Farm Lane, Ardleigh CO7 7NA (to clarify Council position following new information). b) 25/01348/VOC Variation of Condition (application 24/00885/FUL- gates restricting vehicular access) to enable/allow main gate to be sliding gate at fence line (17m) and not 20m as approved. Total Roofing Supplies, Old Ipswich Road, Ardleigh CO7 7QL. c) 25/01400/DOVU5 Deed of variation re legal agreement of 17/11/2022, linked to 21/02164/FUL, to include a clause that binds the signed original S106 agreement to submitted S73 application ref 25/01057/VOC and any subsequent S73 applications or variations of the planning permission. Crockleford Grange, Bromley Road, Ardleigh CO7 7SE. d) 25/01426/ROC Removal of condition (21/02051/FUL-demolition of building) to allow 1 and 2 The Pavillion to be used as storage. Woodland Lodge, Spring Valley Lane, Ardleigh CO7 7SD. e) 25/01437/COUNOT Prior Approval under Class Q for conversion of two agricultural buildings into two residential dwelling units. 44 Harwich Road, Lawford CO11 2LS. f) 25/01445/FUL Erection of an asphalt plant, ancillary facilities, together with the use of an existing access road. CO7 7QR. g) 25/01477/TCA Conservation Area tree works 16 Ardleigh Court, Ardleigh CO7 7LA. h) 25/01440/NMA Change to approved play equipment 19/01392/DETAIL. Change of swing. Land to The South of Bromley Road, Ardleigh CO7 7SE.
Other/Appeals	To note or consider any other applications including enforcement issues. a) To note any updates on the Flying Trade Group permission 20/00594/FUL.
25.129	Community Projects, events and assets
	Community Projects and Initiatives To receive updates on any developments including reports received (Community Speedwatch (attachment), Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green). a) Meetings/reports – Cllr Fontaine requests Council to discuss the 20's Plenty campaign alongside the Community Speedwatch report. b) Requests for Support- note donation to Essex Suffolk Norfolk Pylons campaign not made, instead a £1000 donation <u>from</u> that group has been pledged towards legal costs incurred by our Council. c) Newsletter/ Parish Magazine. To consider whether a Parish Council newsletter should be produced alongside or separately from any flyer about the National Grid proposals. To consider proposal from Cllr Fontaine to offer grant funding to an individual or group willing to produce a monthly village magazine and follow up/seek expression(s) of interest from member(s) of the public.
25.130	Amenities and Contracts
	a) Council contracts and contractors to note site meeting held with Great Oaktree Land Services and discuss any matters raised requiring council input.

	b) Play and Exercise equipment. i. To consider and approve actions required following Annual inspections (see attachment). ii. To note the completion of a certificated Play Inspection training course by the Council's self-employed handyman. c) Cemetery/churchyard matters Updates and next steps re Church clock. Yew trees. d) Village Hall matters to confirm date of meeting of Council as Sole Trustee to the Village Hall. e) Other Amenities and Open Spaces issues. i. To update on progress with the Harwich Road land acquisition- to discuss and respond to questions from solicitor following searches and enquiries including whether vacant possession is required. To agree next steps. * (see confidential attachment) ii. To agree next steps following Tree Inspection Report (see attachment) f) Biodiversity issues and updates
25.131	Parish Council Governance and related items
	All documents available at https://ardleigh.website/formal-documents. (see dates in brackets) a) To consider and approve changes to the Financial Regulations (see attachment) b) To consider promotion of Councillor vacancies and co-option opportunities- see https://bit.ly/Become-a-Councillor c) To ratify minor changes to Cemetery Fees and Regulations 2025 (see attachment). d) To note circulation of materials relating to council culture and consider next steps. e) To consider reallocating responsibilities following resignations: i. Play inspections (propose self-employed handyman to join rota) ii. Salt spreading through the village/ storing salt iii. Councillor to undertake Internal Financial Control checks iv. Other assets (eg Checking signage, street furniture, benches etc) (with Cllr Talbot) v. Footpaths and Public Rights of Way Liaison vi. Support with social media and promotion to local groups.
25.132	Parish Council Finance
	a) To receive financial reports to 30 September 2025 (see attachment). b) To note timetable for 2026-27 budget and suggest items for potential inclusion. c) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority (see attachment)
25.133	Future meetings and meeting closure
	a) To confirm the scheduled next meeting on Monday 10 November 2025, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any key issues for discussion. b) Meeting closes.