

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

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

Rachel Fletcher – Parish Clerk

Dated 8 January 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

[Join the meeting now](#)

Meeting ID: 310 072 189 367 Passcode: BA63cN7V

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

AGENDA

25.001	Chair's Welcome
25.002	Apologies and reasons for absence
25.003	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 members of the Council.
25.004	Declaration and Register of Interests and Dispensations
	To receive declarations of any interests relating to agenda items and/or new dispensations.
25.005	Minutes of meeting held on 9 December 2024
	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).
25.006	Planning
	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.
Applications	a) 24/01929/COUNOT Prior Approval, Part 3, Class Q. Change of use/conversion of 1 existing agricultural building into 2 C3 dwellings. Gods House Farm, Harts Lane, Ardleigh CO7 7QQ b) 25/00002/FULHH Rear extension and additional first floor. Willowdene, Fox Street, Ardleigh CO7 7PP
Other	To note or consider any other applications, appeals or updates including enforcement issues.
25.007	Other Planning and Infrastructure issues
	a) <i>Tendring/Colchester Borders Garden Community (and related issues)</i> To note/ consider updates since the last meeting including meeting with Latimer. b) <i>Pylons, Substations, Windfarms and related</i> To note/ consider updates since the last meeting including forthcoming hearings. c) <i>Follow-up meeting with Tendring District Council</i> To note a further meeting with Gary Guiver, Tendring District Council's Director of Planning and Community would be arranged.
25.008	Community Projects, events and assets
	a) <i>Community Projects and Initiatives</i> To receive updates on any developments including reports received (eg Litter Pickers, Community Speedwatch, Ardleigh Practical Actions for Climate and Environment (APACE), Police reports) (See attachment).

	<p>b) To consider a proposal from Cllr Fontaine for the Council to apply to the Love Your Bus Grant Fund to help with funding for the school bus. Applications close 14/2/25 (See attachment).</p> <p>c) To consider the formal adoption of the phone box due to be de-commissioned by British Telecom. Response needed by 14/2/25 (See attachment). Suggestion from residents on social media to house a second defibrillator. Council to consider and confirm next steps.</p>
25.009	Highways, Public Rights of Way (PROW) and related issues
	<p>a) To consider Station Road parking following the letter sent to residents last year. Responses from residents favoured restrictions if actions taken did not resolve the situation (See attachments).</p> <p>b) 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.</p>
25.010	Reports and Correspondence
	<p>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.</p> <p>b) Councillors' reports including reports of training or meetings.</p> <p>c) Clerk's report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (See attachment).</p>
25.011	Parish Council Finance
	<p>a) To receive financial reports to 31 December 2024 (See attachment).</p> <p>b) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority.</p> <p>c) To consider and agree the budget for 2025-26 (See attachment).</p> <p>d) To confirm precept requirement for 2025-26 (See attachment).</p> <p>e) To confirm completion of internal financial checks by Councillor Blyth and any issues.</p> <p>f) To note an interim internal audit would be taking place in January.</p>
25.012	Amenities and Contracts
	<p>To receive updates and take decisions on Parish Council amenities and contracts including:</p> <p>a) Council contracts and contractors To consider and agree draft contract details drawn up by the Contracts Working Group (See attachment).</p> <p>b) Play and Exercise equipment To note report from Deputy Clerk (See attachment).</p> <p>c) The Ardleigh Recreation Ground</p> <p>d) Cemetery/churchyard matters</p> <p>e) Millennium Green Upcoming meeting with Millennium Green Trust on 27 January 2025.</p> <p>f) Village Hall matters</p> <p>i. To note December safety inspection checklist attached. Cllr Barrott to update Council.</p> <p>ii. To note fire system inspection completed 3 January 2025. Cllr Talbot to update Council.</p> <p>iii. Village Hall Utility Contracts due for renewal Spring 2025. Broker to be appointed.</p> <p>g) Other Amenities and Open Spaces issues To note the Clerk had arranged a valuation of the prospective land purchase as resolved at the December meeting.</p> <p>h) Biodiversity issues and updates</p>
25.013	Parish Council Governance and related items
	<p>a) Policies – To note policy reviews are under way and would be brought to future meetings.</p> <p>b) To consider whether to hold a Community Showcase like the one held in 2023. The showcase could include the Annual Assembly Meeting if between 1 March and 1 June.</p>
25.014	Future meetings and meeting closure
	<p>a) To consider and agree further meeting dates in 2025. Meeting dates previously agreed for 2025 are 10 February, 10 March, 14 April and 12 May. Suggested dates for the rest of 2025 are 9 June, 14 July, 8 September, 13 October, 10 November and 8 December. All meetings would start at 7.30pm unless an earlier start is proposed.</p> <p>b) To confirm the scheduled next meeting on Monday 10 February 2025, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to format or issues for discussion.</p> <p>c) Meeting closes.</p>