

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on
Monday 9 February 2026 at 7.00pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 4 February 2026

Rachel Fletcher

This meeting is open to the public who are welcome to attend either in person (subject to 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

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Meeting ID: 355 133 324 234 96 Passcode: zp6qM9ub

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AGENDA

26.015	* Chair's Welcome and starring of items. Unstarred items after this point will be presented for collective approval with one motion and a single vote, without separate discussion.
26.016	* Starring of items and approval of unstarred items without discussion
	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) To identify any changes the Council wishes to make to the items currently starred/ unstarred. b) To resolve to approve unstarred items including recommendations contained within reports.
26.017	* Apologies for absence
	To receive apologies for absence.
26.018	* Declaration and Register of Interests and Dispensations
	To receive declarations of any interests relating to agenda items and/or new dispensations.
26.019	* 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.
26.020	Minutes of meeting held on 12 January 2026
	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).
26.021	Planning Infrastructure and related issues
	a) * To receive a report from the Planning Infrastructure Working Group and consider any recommendations. (includes update on forthcoming hearings, legal support, crowd funder) b) To note Phase 2 engagement Five Estuaries and North Falls Joint Substations Design Guide c) To note updates on Local Plan reviews for Colchester and Tendring .
26.022	Reports and Correspondence
	a) District and County Councillor reports To receive written reports from these Councillors and/or * to note items raised in public participation which are District or County matters. b) Councillors' reports including reports of training or meetings. Note training booked. c) Clerk's report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).

26.023	Planning Applications
	<p>To note the applications published/ received/ validated and/or decided since the last meeting. To consider comments on new applications or appeals, including any received after the publication of the agenda. Recommend comments circulated prior to meeting. Items to be individually starred.</p> <p>a) 26/00051/FULHH Erection of single storey rear extension. Addition of side door and replacement garage doors to detached garage. 8 Church View Ardleigh CO7 7TG</p> <p>b) 25/01691/FUL Installation of ground mounted solar array. The Sanctuary Lyndhurst Bromley Road Ardleigh CO7 7SF</p> <p>c) 26/00035/DISCON Discharge of condition 3 for 25/00737/FUL - Fire Prevention Plan and Risk Reduction Strategy. Verge at Waste Transfer Station Ardleigh CO7 7SL</p> <p>d) 25/01851/VOC Application for Variation of Condition 2 for 25/00168/VOC to include outbuildings and pool. 2 Goodhall Cottages Coggeshall Road Ardleigh CO7 7LR</p> <p>e) 26/00076/LUEX Lawful Development Certificate Application for Existing Use or Development for the creation of a kerbed island within the car park. Premier Inn, Ipswich Road, CO4 9WP</p> <p>f) 26/00088/LBC and 25/01640/FULHH Proposed single storey rear extension and minor alterations. Wheelwrights Colchester Road Ardleigh CO7 7NP</p>
Other/Appeals	<p>To note or consider any other applications including enforcement issues.</p> <p>a) To note updates on the Flying Trade Group Application 20/00594/FUL</p> <p>b) To note updates on Asphalt Plant Application 25/01445/FUL</p>
26.024	Community Projects, events and assets
	Community Projects and Initiatives 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).
26.025	Parish Council Finance and Staffing
	<p>a) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority (see attachment).</p> <p>b) To note there will not be an interim audit, the internal audit will take place in May. To note changes to the guidance for the Annual Governance and Accountability Return https://www.nalc.gov.uk/resource/practitioners-guide-2025.html.</p> <p>c) To confirm delegated decision to appoint a temporary Assistant Clerk.</p>
26.026	Amenities and Contracts
	<p>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)</p> <p>a) * To note updates on Early Years provision at the Village Hall including a proposed new licensee from September.</p> <p>b) To note recent correspondence and updates relating to proposed land purchase.</p> <p>c) * To consider a proposal from Cllr Talbot in relation to parking at the Village Hall/ Recreation Ground and approaching local businesses to discuss parking.</p> <p>d) To note delegated decision to repair the Recreation Ground access road and gravelled area. To note updates on Village Hall car park repairs.</p> <p>e) * To consider survey feedback about Yew Trees at the churchyard including additional information received (see attachment).</p> <p>f) * To note/ discuss proposed change of contractor for floral displays.</p>
26.027	Parish Council Governance and related items
	<p>All documents available at https://ardleigh.website/formal-documents. (see dates in brackets)</p> <p>To consider reconfirming the following existing documents or identify updates required to be prepared for the March 2026 meeting prior to year-end (see attachments)</p> <p>a) Standing orders</p> <p>b) Asset register</p> <p>c) Risk Register</p>

26.028	Future meetings and meeting closure
	<ul style="list-style-type: none">a) To confirm the scheduled next meeting on Monday 9 March 2026, 7.00pm, Ardleigh Village Hall (with remote link) and to flag any key issues for discussion.b) To confirm date and time for officer and member strategy/ planning session.c) To confirm date and time for Annual Parish Assembly (between 1 March and 1 June)d) Meeting closes.