

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 8 December 2025 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 3 December 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. 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: 369 033 447 420 67 Passcode: H5Yx2kS2

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AGENDA

25.150	* Chair's Welcome.
25.151	* 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.
25.152	* Apologies and Declaration and Register of Interests and Dispensations
	To receive apologies for absence and declarations of any interests relating to agenda items and/or new dispensations.
25.153	* 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.
25.154	Minutes of meeting held on 10 November 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).
25.155	* Co-option to the Council
	To consider applications for co-option. Relevant paperwork to be completed.
25.156	* Planning Infrastructure and related issues
	To receive a report from the Planning Infrastructure Working Group and consider any recommendations. (includes updates on recent public meeting, crowd funder, PIWG meetings)
25.157	Reports and Correspondence
	a) District & 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).
25.158	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

	<p>of the agenda. To consider recommendations circulated prior to meeting/ items to be individually starred.</p> <p>a) 25/01699/FULHH Proposed front extension and new brickwork boundary wall and gates. Falconers View, Harwich Road, Ardleigh CO7 7FJ</p> <p>b) 25/01672/FULHH Single storey extensions. Stable House, Waterhouse Lane, Ardleigh CO7 7NE</p> <p>c) Discharge of conditions: 21/02164/FUL. 25/01730/DISCON, Condition 11, Construction Environmental Management Plan for Biodiversity and 25/01731/DISCON, Condition 12, Written Scheme of Investigation. Land south-west of Crockleford Grange, Bromley Road, Ardleigh CO7 7SE</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 SRC application for Asphalt plant including the Parish Council objection document from Planning Direct lodged with Tendring District Council.</p>
25.159	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- see attachments).
25.160	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 consider making a specific contribution from the Council to the Parish Council Legal fund.</p> <p>c) * To consider and approve a grant/ contribution to the Millennium Green Trust for the set-up costs of a new village magazine.</p> <p>d) * To receive update from Staffing Committee members on staffing matters including options for inclusion in 2026-7 budget.</p> <p>e) * To consider budget issues for 2026-27- note full proposed budget will be considered and set at January 2026 meeting</p>
25.161	Amenities and Contracts
	<p>a) 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>b) * To note confidential correspondence received regarding the potential purchase of land at Glebe Corner. To update on progress with the Harwich Road land acquisition- to note correspondence received from solicitor in relation to contact with vendors. To agree next steps. (see confidential attachment)</p> <p>c) To note Village Hall and Recreation Ground accounts have been reviewed by the Independent Examiner noting everything is correct on the prepared Accounting Statements. To note meeting of Parish Council as sole trustee to the Village Hall took place on 19 November 2025.</p> <p>d) To note Deputy Clerk's Play Area and S106 report including the recommendation for the repair/refurbishment of the Colchester Road Play Area springer equipment.</p>
25.162	Parish Council Governance and related items
	<p>All documents available at https://ardleigh.website/formal-documents. (see dates in brackets)</p> <p>No items for consideration at this meeting</p>
25.163	Future meetings and meeting closure
	<p>a) To confirm the scheduled next meeting on Monday 12 January 2026, 7.30pm, Ardleigh Village Hall (with remote link) and to flag issues for the agenda.</p> <p>b) To consider and agree further meeting dates in 2026. Dates previously agreed for 2026 are 12 January, 9 February, 9 March, 13 April and 11 May. Dates proposed for remaining months are 8 June, 13 July, 14 September, 12 October, 9 November and 14 December.</p> <p>c) * To consider whether an earlier start time than 7.30pm should be set for future meetings.</p> <p>d) Meeting closes.</p>