

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on
Monday 9 June 2025 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 3 June 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

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Meeting ID: 359 726 404 162 4 Passcode: Xj6iX9PW

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AGENDA

25.076	Chair's Welcome
25.077	Apologies and reasons for absence
25.078	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.
25.079	Declaration and Register of Interests and Dispensations
	To receive declarations of any interests relating to agenda items and/or new dispensations.
25.080	Minutes of meeting held on 12 May 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).
25.081	Infrastructure and other planning issues
	<ul style="list-style-type: none"> a) Tendring/Colchester Borders Garden Community (and related issues) To note updates b) Pylons, Substations, Windfarms and related To note updates since the last meeting. c) Call for Heritage Sites – to note the Clerk made a submission to Tendring District Council (TDC). To note thanks to a member of the public for their help with this.
25.082	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 .
25.083	Reports and Correspondence
	<ul style="list-style-type: none"> 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).
25.084	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. <ul style="list-style-type: none"> a) 25/00711/EIASCO EIA Scoping Opinion for erection and operation of asphalt plant, ancillary facilities, together with use of existing access road. Land adjacent to Old Ipswich Road, North of Crown Quarry, Ardleigh CO7 7QL

	<ul style="list-style-type: none"> b) 25/00737/FUL Construction and operation of a micro energy storage project. Verge at Waste Transfer Station, Ardleigh CO7 7SL c) 25/00643/FULHH Erection of a 10.96m x 7.00m two-bedroom ancillary log cabin. Oaklands, Turnpike Close, Ardleigh d) 25/00687/LBC / 25/00689/FULHH Listed Building Consent/Householder Application. Reglazing 18 sash windows/1 door with vacuum glazing. Install 13 solar panels to rear extension roof. Replace wooden gate with automated wooden gate. Mill House, Station Road, Ardleigh CO7 7RS e) 25/00710/VOC Variation of Condition (18/01555/FUL) to allow for erection of single storey garden room. Glenryck, Dead Lane, Ardleigh CO7 7QD f) 25/00751/WTPO Tree Work (16/00016/TPO) 3 oaks to rear of property; reduce lower over hanging branches by approx 4m/ remove dead wood. Oak Lodge, Spring Valley Lane, Ardleigh CO7 7SD
Other/Appeals	<p>To note or consider any other applications including enforcement issues.</p> <ul style="list-style-type: none"> a) To note updates on the Flying Trade Group Application 20/00594/FUL
25.085	Community Projects, events/ and assets
	<p>Community Projects and Initiatives To receive updates on any developments including reports received (eg Community Speedwatch (attachment), Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green).</p> <ul style="list-style-type: none"> a) Cllr Thrower to update on the Ardleigh Advertiser having spoken to the Editor.
25.086	Amenities and Contracts
	<ul style="list-style-type: none"> a) Council contracts and contractors b) Play and Exercise equipment – to note report from the Deputy Clerk (see attachment). <ul style="list-style-type: none"> i. To consider a request from a member of the public to investigate the possibility of having a skatepark in the village (see attachment). c) Cemetery/churchyard matters d) Village Hall matters – to note Village Hall trustee meeting held on 3 June 2025. May checklist attached. e) Other Amenities and Open Spaces issues – to consider correspondence from the vendor’s solicitor for the land offered for sale to the Council. f) Biodiversity issues and updates
25.087	Audit and Annual Governance and Accountability Return (AGAR)
	<ul style="list-style-type: none"> a) To receive and note the Annual Internal Audit Report of Accounts to 31 March 2025 including Local Government Act 1972 Section 137 spend (see attachment). Annual Governance and Accountability Return (AGAR) documents for the period 1 April 2024 to 31 March 2025 to be considered (see attachments): b) To consider and agree the effectiveness of the System of Internal Control. c) To consider and approve by resolution the Annual Governance Statement (Section 1). d) To consider and approve by resolution the Accounting Statements (Section 2) which have been certified by the Responsible Financial Officer. e) To arrange for the Accounting Statements to be signed and dated by all required parties. f) To decide the dates for the exercise of Public Rights of Inspection - (proposed Thursday 12 June – Wednesday 23 July 2025). To note the requirement to publish a notice of the Public Right of Inspection at least one working day before the period of inspection on the Council website along with the ‘Council Accounts: A Summary of Your Rights’. (see attachment). g) To consider obtaining quotes for alternative internal auditors for 2025-26 before a decision is made to reappoint Legra Internal Audit Systems.
25.088	Parish Council Finance
	<ul style="list-style-type: none"> a) To receive financial reports to 31 May 2025. b) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority and to confirm subscriptions and direct debits currently in place. (see attachment)

25.089	Parish Council Governance and related items
	a) To consider and agree the Terms of Reference (ToR) for the Planning Infrastructure Committee as discussed at the Council's May 2025 meeting.
25.090	Future meetings and meeting closure
	a) To confirm the scheduled next meeting on Monday 14 July 2025, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion. b) Meeting closes.