

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

In accordance with the Scheme of Delegation ratified by the Parish Council on 5 May 2021 and confirmed on 11 October 2021, the Parish Clerk is required to exercise delegated authority between official meetings in consultation with the members of the Council to make and implement decisions on behalf of the Council. Members are therefore invited to an advisory discussion on **Monday 8 November 2021 at 7.30pm** see zoom link below.

Prior to the start of discussion of items on the agenda, up to 15 minutes is available to the public to address the members of the Council, on any relevant matter within the Council's responsibility or which affects its area.

Rachel Fletcher – Parish Clerk
Dated 3 November 2021

Rachel Fletcher

Link to join the Zoom Meeting via **internet**

<https://us02web.zoom.us/j/82729491486?pwd=L2V5SGMrODJQVmQ2NXNZMVJlakxBZz09>

Meeting ID: 827 2949 1486 Passcode: 741789

Members of the public wishing to attend by **telephone** should contact the Clerk ardleighpc@gmail.com

AGENDA

Adv 21.187 Chair's welcome and explanation of status of the advisory discussion

Note prefix 'Adv' on agenda numbers to denote advisory meeting.

Adv 21.188 Apologies and reasons for absence

Adv 21.189 Public participation session relating to items on the agenda or other matters of mutual interest

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.

Adv 21.190 Declaration of Interests

To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.

Adv 21.191 Minutes of the last full meeting of the Council held on 11 October 2021

To note and confirm minutes of the meeting held on 11 October 2021

Adv 21.192 Planning

To note the applications published/ received/ validated and decided since the last meeting. To consider comments on new applications received since the last meeting and others received after the publication of the agenda which cannot be deferred.

Applications All applications for consideration can be found on the Tendring District Council web pages <https://www.tendringdc.gov.uk/planning/planning-applications> and are normally sent to Councillors via the weekly lists provided by Tendring District Council. (see also appendix below)

Other/ Appeals To receive updates and consider comments to be made on other planning and related matters including appeals, licensing, minerals and waste and enforcement issues which the Council has been made aware of including a report on a meeting held with Pigeon Investment about proposed battery storage off Little Bromley Road (TB).

Adv 21.193 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road

To receive updates on any recent developments and implications for Ardleigh.

Adv 21.194 Reports and Correspondence

21.194.1 **District and County Councillor and Police reports** To receive verbal updates from those present and confirm that regular reports and updates continue to be forwarded to members by email.

21.194.2 **Report of Clerk and Deputy Clerk and delegated decisions and actions**
To receive a report on key correspondence and tasks undertaken since the last meeting including any delegated decisions and actions taken following consultation with Councillors (attachment).

21.194.3 **Councillors' reports.** To receive reports from Parish Councillors, eg meetings or training attended.

Adv 21.195 Neighbourhood Plan/ Village Design Statement

- 21.195.1 To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group including progress on 'Local Green Spaces' and updates to Village Design Statement/ Design Code. To consider any issues needing direction from the Parish Council
- Adv 21.196 Recreation Ground, Play and Open Spaces, Millennium Green, Trees, Health and Safety.**
- 21.196.1 To receive an update on Play Equipment and Open Spaces and safety checks. (RT/EC)
- 21.196.2 To receive an update on Millennium Green.
- 21.196.3 To agree date and time for meeting of Parish Council as Sole Trustee to Ardleigh Recreation Ground and note possible items for consideration (accounts 2020-21, Cricket Club, requests for football pitches).
- Adv 21.197 Climate Change, Community Projects and Requests for Support**
- 21.197.1 To receive an update on local Community Projects including next steps for requests for support.
- 21.197.2 To receive an update on Tendring DC's Climate Action Plan from Cllr Stock (if available) and other matters relating to Climate Change such as the publication of a report from the National Association of Local Councils <https://www.nalc.gov.uk/library/our-work/climate-change/3598-what-can-local-councils-do-on-climate-change-2021/file> and possible next steps such as establishing a new working/action group on Climate Change.
- Adv 21.198 Council contracts, tender Specification**
- To note contracts due for renewal April 2022 and confirm timetable for tendering/ advertising and awarding of contracts. Current specs are for Floral Displays; Grassed areas (Churchyard and Cemetery); Grassed areas (other); Highway verges; Millennium Green; Recreation Ground; Clock; Street lighting; Tree Surveys. In addition we may wish to consider General repairs and maintenance (Handyman), Play equipment repair and maintenance and any other items or areas for inclusion (eg exploring use of voluntary/ community groups for part of the delivery).
- Adv 21.199 Parish Council Finance and Staffing**
- 21.199.1 To receive financial reports and bank reconciliation at end October 2021 including update on internal controls (SB).
- 21.199.2 To confirm the bills for payment for Parish Council and Village Hall (attachment) including payments already made under delegated authority.
- 21.199.3 To note the need to prepare budget, update financial regulations and associated documentation, such as internal controls, investment strategy. The first draft budget to be prepared for December meeting.
- 21.199.4 To agree proposed timing for Clerk's annual appraisal/ performance review (and who will conduct the review) and those of other staff.
- Adv 21.200 Ardleigh Village Hall**
- To receive an update on Village Hall matters including confirming date and time of the next meeting of the Parish Council as Sole Trustee of the Village Hall. (attachment-Clerk's report)
- Adv 21.201 Churchyard & Cemetery**
- To receive an update on Cemetery matters (JM/CB for safety checks, TB other matters).
- Adv 21.202 Highways, Public Rights of Way (PRoW) and related issues**
- To confirm that an update on highways, public rights of way and related issues including the updated list of ongoing issues /reports numbers will take place outside the meeting. To note any significant issues of concern or progress which the Council may need to address.
- Adv 21.203 Future plans and priorities**
- To identify possible areas for future work/projects/ activities to investigate and feed into budget and other plans for 2022-23.
- Adv 21.204 Future meetings and Meeting Closure**
- The published date for the next meeting is 13 December 2021 at 7.30pm. This meeting is expected to take place at Ardleigh Village Hall

**Planning Applications Registered by Tendring District Council
Extracts for Ardleigh from weekly lists not previously considered**

APPLICATION NO.	PROPOSAL	LOCATION
Week ending 15th October 2021		
21/01697/FULHH and 21/01698/LBC	Proposed part retrospective replacement of garden fences with brick walls. Retrospective removal of flat roof projection to garage, and erection of Cart Lodge in the position of the Former Sheepshed.	Ardleigh Park Park Road Ardleigh CO7 7SP
21/01699/FULHH and 21/01700/LBC	Proposed extension to the existing barn.	Ardleigh Park, Park Road Ardleigh CO7 7SP
Week ending 22nd October 2021		
21/01690/FUL	Proposed erection of two 2-bedroom bungalows (in lieu of Prior Approval for two x 2-bedroom dwellings, subject of application 20/00551/COUNOT allowed at appeal).	Land rear of Three Elms Harts Lane Ardleigh CO7 7QH
21/01706/LUEX	Garage in rear garden.	Henley House, Colchester Road Ardleigh CO7 7NX
Week ending 29th October 2021		
21/01677/FULHH	Proposed dropped kerb enabling access to drive.	Sunnyholme, Frating Road Ardleigh CO7 7SY

Other unconsidered applications with status 'awaiting decision' on TDC planning portal on 3 November 2021

- [Discharge of condition 4 \(Plans showing locations of flues, extract vents, and their routing\) of application 21/00072/FUL.](#) Hungerdowns Hungerdown Lane Ardleigh Colchester Essex CO7 7LZ Ref. No: 21/01878/DISCON | Received: Wed 20 Oct 2021 | Validated: Wed 20 Oct 2021 | Status: Awaiting decision
- [Discharge of condition 4 \(Locations of flues, extract vents and their routing\) of application 21/00067/LBC.](#) Hungerdowns Hungerdown Lane Ardleigh Colchester Essex CO7 7LZ Ref. No: 21/01805/DISCON | Received: Wed 20 Oct 2021 | Validated: Wed 20 Oct 2021 | Status: Awaiting decision
- [Proposed erection of three detached dwellings and parking complete with access.](#) Land South West of Hill Farm House Bromley Road Ardleigh Colchester Essex CO7 7SE Ref. No: 21/01785/OUT | Received: Fri 15 Oct 2021 | Validated: Fri 15 Oct 2021 | Status: Awaiting decision
- [Proposed conversion of existing outbuilding into a single 2-bedroom dwelling.](#) Good Hall Coggeshall Road Ardleigh Colchester Essex CO7 7LR Ref. No: 21/01781/LBC | Received: Fri 15 Oct 2021 | Validated: Fri 15 Oct 2021 | Status: Awaiting decision
- [Proposed conversion of existing outbuilding into a single 2-bedroom dwelling.](#) Good Hall Coggeshall Road Ardleigh Colchester Essex CO7 7LR Ref. No: 21/01780/FUL | Received: Fri 15 Oct 2021 | Validated: Fri 15 Oct 2021 | Status: Awaiting decision
- [Proposed erection of one 3-bedroom dwelling, in lieu of prior approval for one x 1-bedroom and one x 2-bedroom dwellings, subject of application 20/01126/COUNOT.](#) Guide Post Farm Dead Lane Ardleigh Colchester Essex CO7 7PF Ref. No: 21/01769/FUL | Received: Wed 13 Oct 2021 | Validated: Fri 15 Oct 2021 | Status: Awaiting decision
- [Discharge of conditions 3, \(Materials\) 4, \(Construction method statement\) and 6 \(Road details\) of application 21/01040/DETAIL.](#) Land adjacent Cherrytree Farm Harwich Road Ardleigh Colchester Essex CO7 7LT Ref. No: 21/01746/DISCON | Received: Mon 11 Oct 2021 | Validated: Thu 14 Oct 2021 | Status: Awaiting decision
- [Proposed erection of a single infill dwelling.](#) Land at Station Road Ardleigh Colchester Essex CO7 7RT Ref. No: 21/01590/PIP | Received: Fri 10 Sep 2021 | Validated: Mon 01 Nov 2021 | Status: Awaiting decision