

# ARDLEIGH PARISH COUNCIL



## To: Members of Ardleigh Parish Council

In accordance with the Schedule of Delegation ratified by the Parish Council on 5 May 2021, the Clerk is required to exercise delegated authority 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 12 July 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 6 July 2021

*Rachel Fletcher*

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

<https://us02web.zoom.us/j/83123248480?pwd=RUdlUmovbDI2WjVNIkySjRlYmVhQT09>

Meeting ID: 831 2324 8480 Passcode: 999081

Members of the public wishing to attend by **telephone** should contact the Clerk [ardleighpc@gmail.com](mailto:ardleighpc@gmail.com)

## AGENDA

### **Adv 21.120 Chair's welcome and explanation of status of the advisory discussion**

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

### **Adv 21.121 Apologies and reasons for absence**

### **Adv 21.122 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 21.123 Declaration of Interests**

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

### **Adv 21.124 Minutes of the last meeting of the Council held on 14 June 2021**

To note the minutes of the last meeting pending approval at next full meeting (see attachment).

### **Adv 21.125 Planning**

To note the applications published/ received/ validated and decided since the last meeting and comments made using delegated authority following email consultation with Councillors.

### **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.

To note changes announced to planning paperwork received from Tendring District Council.

### **Other/**

### **Appeals**

To receive updates on other planning and related matters including licensing and enforcement issues which the Council has been made aware of.

### **Adv 21.126 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road**

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

### **Adv 21.127 Reports and Correspondence**

21.127.1 **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- key points can be noted for information.

21.127.2 **Clerk's report and delegated decisions and actions**

To receive a report on key correspondence and tasks undertaken since the last meeting including delegated decisions and actions taken following consultation with Councillors (see attachment).

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

### **Adv 21.128 Neighbourhood Plan**

To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group. To consider any items needing direction from the Parish Council.

**Adv 21.129 Health and Safety/ Recreation Ground, Play and Open Spaces, Millennium Green, Trees**

- 21.129.1 To receive an update on Recreation, Play and Open Spaces & Millennium Green.
- 21.129.2 To discuss the list of works needed following annual play equipment checks including training (see attachment).
- 21.129.2 To note annual tree inspection report and confirm next steps. (see attachment)

**Adv 21.130 Climate Change, Community Projects and Requests for Support**

- 21.130.1 To receive an update on local **Community Projects** such as #KeepArdleighLitterFree including whether and where additional bins may be needed.
- 21.130.2 To review Friends of The Earth guidance for Parish Councils <https://policy.friendsoftheearth.uk/reports/20-actions-parish-and-town-councils-can-take-climate-and-nature-emergency> and confirm which actions will be prioritised at future discussions.
- 21.113.3 To note requests for **financial support** from two charities and confirm priorities for consideration by a full meeting should further applications be received (eg local groups offering direct benefit to Ardleigh residents). To consider joining **Community Voluntary Service** Tendring (CVST) up to £25 pa.

**Adv 21.131 Highways, Public Rights of Way (PRoW) and related issues**

To receive an update on new and ongoing matters relating to highways, public rights of way and related issues including the new list of ongoing issues with reports numbers (see attachment).

**Adv 21.132 Parish Council Finance and Staffing**

- 21.132.1 To receive financial reports and bank reconciliation at end June 2021 (see attachment).
- 21.132.2 To confirm arrangements for ordering and authorising work and payments, both during periods of delegated authority, and at other times.
- 21.132.3 To confirm the bills for payment for Parish Council and Village Hall (see attachment) including payments already made under delegated authority.
- 21.132.4 To note progress on VAT claim and consider advice received regarding Village Hall.

**Adv 21.133 Parish Council Contracts**

To update on current issues, including issues relating to Colchester Road Play area and plans for 2022 onwards.

**Adv 21.134 Ardleigh Village Hall**

- 21.134.1 To receive an update on Village Hall matters and note changes to advice from government regarding changes to restrictions and consider what additional steps eg reductions in capacity, updated risk assessments, and future requirements from hirers would be desirable/ necessary for bookings beyond 19 July. Separate meetings to be arranged if necessary.
- 21.134.2 **Booking enquiries** To consider request from coffee vendor to book space in the car park of the Village Hall or Recreation Ground for adhoc sales.  
To note other booking enquiries and discuss any issues of immediate concern.
- 21.134.3 To consider whether and when to open the accessible toilet, to the public, and any preparation or action needed.

**Adv 21.135 Churchyard & Cemetery**

To receive an update on Cemetery matters including liaison with Essex County Council and the HMRC Valuation Office Agency.

**Adv 21.136 Future meetings and Meeting Closure**

The published date for the next meeting is 9 August 2021 at 7.30pm. To discuss whether to hold this as a face-to face meeting or continue to meet remotely, in an advisory capacity, for August.