

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, the Parish 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 13 September 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 8 September 2021

Rachel Fletcher

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

<https://us02web.zoom.us/j/88548851485?pwd=WmtlbjFTK3lGUDQxTVFJMEFJL3lwUT09>

Meeting ID: 885 4885 1485 Passcode: 324305

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

AGENDA

Adv 21.154 Chair's welcome and explanation of status of the advisory discussion

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

Adv 21.155 Apologies and reasons for absence

Adv 21.156 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 21.157 Declaration of Interests

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

Adv 21.158 Minutes of the last meeting of the Council held on 9 August 2021

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

Adv 21.159 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. (see attachment)

Other/

Appeals

To receive updates on other planning and related matters including appeals, licensing, minerals and waste and enforcement issues which the Council has been made aware of including recent contact with the Environment Agency regarding the landfill site at Martells Quarry, Slough Lane.

Adv 21.160 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road

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

Adv 21.161 Reports and Correspondence

21.161.1 **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.

21.161.2 **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 delegated decisions and actions taken following consultation with Councillors (see attachment).

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

Adv 21.162 Neighbourhood Plan

To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group including progress on 'Local Green Spaces', applications for grant funding/ technical assistance. To consider any issues needing direction from the Parish Council.

Adv 21.163 Health and Safety/ Recreation Ground, Play and Open Spaces, Millennium Green, Trees

- 21.163.1 To receive an update on Recreation Ground, Play Equipment and Open Spaces.
- 21.163.2 To receive an update report on Millennium Green and consider follow up actions.
- 21.163.3 To receive and update and confirm location of trial recycling facility in Village Hall car park

Adv 21.164 Climate Change, Community Projects and Requests for Support

- 21.164.1 To receive an update on local **Community Projects** such as #KeepArdleighLitterFree.
- 21.164.2 To consider request for financial support from 1st Ardleigh Scouts.
- 21.164.3 To receive an update on Tendring DC's Climate Action Plan from Cllr Stock (if available)

Adv 21.165 Highways, Public Rights of Way (PRoW) and related issues

- 21.165.1 To consider whether to join the Highways Local Councils Devolution Pilot and/or the Parish Paths Partnership (P3) Scheme to allow the Parish Council to arrange for additional work to be completed (such as clearing footpaths). (see attachment)
- 21.165.2 To receive an update on other new and ongoing matters relating to highways, public rights of way and related issues including the updated list of ongoing issues /reports numbers.

Adv 21.166 Parish Council Finance and Staffing

- 21.166.1 To receive financial reports and bank reconciliation at end August 2021 (see attachment).
- 21.166.2 To confirm the bills for payment for Parish Council and Village Hall (see attachment) including payments already made under delegated authority.
- 21.166.3 To note the completion of the review of the Annual Governance & Accountability Return (AGAR) for Ardleigh Parish Council for the year ended 31 March 2021 which states 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'. (see attachments)
To note that we are now required to
 - Prepare a "Notice of conclusion of audit" which details the rights of inspection.
 - Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September.
 - Keep copies of the AGAR available for purchase.
 - Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Adv 21.167 Parish Council Policies and Contracts

To update on any current issues and plans for review.

Adv 21.168 Ardleigh Village Hall

- 21.168.1 To receive an update on Village Hall matters including return of regular hirers and new booking arrangements and any issues needing Parish Council input or direction. (see attachment item 21.161.2)
- 21.168.2 To consider the key elements of a future licence agreement for the main user(s) of the hall (see attachment).

Adv 21.169 Churchyard & Cemetery

To receive an update on Cemetery matters.

Adv 21.170 Future meetings and Meeting Closure

The published date for the next meeting is 11 October 2021 at 7.30pm. To confirm the intention to hold this as a face-to face meeting at Ardleigh Village Hall with some COVID control measures in place. Members of the public could attend via Zoom if hybrid meeting facilities are set up.