

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

You are hereby summoned to attend the Meeting of Ardleigh Parish Council to be held on

Monday 11 April at Ardleigh Village Hall (Committee Room) commencing at 7.30pm

for the purpose of transacting the business as set out in the Agenda

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.

To minimise risk of COVID transmission, members of the public are asked to attend via Zoom only.

Link to join the meeting via Zoom

<https://us02web.zoom.us/j/85092642722?pwd=Ymlua2k1QUZMY0ZUcDdydCtkQIRjdz09>

Meeting ID: 850 9264 2722 Passcode: 481184

Only Councillors present at the Village Hall may vote.

All those present will be seated 1-2 metres apart, are requested to wear a face covering, to wash/sanitise hands before entering the room and to complete a lateral flow test on the day of the meeting- and to send apologies if that test is positive. This is to protect all participants and their loved ones. Your cooperation is appreciated.

Rachel Fletcher – Parish Clerk

Dated 6 April 2022

Rachel Fletcher

AGENDA

- 22.052 Chair's welcome and explanation of expectations regarding conduct of meeting**
- 22.053 Apologies and reasons for absence**
To note and accept reasons for apologies
- 22.054 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.
- 22.055 Declaration of Interests**
To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.
- 22.056 Minutes of the last meeting of the Council-14 March 2022**
To approve formal minutes of the full meeting of the Council held on 14 March 2022. (attachment)
- 22.057 Planning**
To note the applications published/ received/ validated and/or decided since the last meeting. To consider comments/ other action on new applications and appeals received since the last meeting including any received after the publication of the agenda which cannot be deferred.
- Applications** See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. These are sent to Councillors via the weekly lists provided by Tendring District Council.
- [22/00517/COUNOT](#) Proposed conversion of former agricultural building into one dwelling and
[22/00365/FUL](#) Proposed erection of two 3-bedroom bungalows (in lieu of Prior Approval for two x 2-bedroom dwellings, re: application 20/00551/COUNOT allowed at appeal). Variation to scheme as approved under planning permission 21/01690/FUL and the change of use of the land to the rear of the properties from agricultural to amenity land in conjunction with the residential use. Land to rear of Three Elms Harts Lane Ardleigh Essex CO7 7QH
- [22/00455/FULHH](#) Proposed erection of part single / part two storey front and rear extensions. 2 Hunters Chase Ardleigh Colchester Essex CO7 7LWter
- [22/00467/DETAIL](#) Reserved matters application for erection of 4 dwellings considering scale, layout, landscape and appearance pursuant to outline planning consent 21/01481/OUT. Nobbys Place Bromley Road Ardleigh CO4 3JG

[22/00491/TCA](#) 1 No. Eucalyptus, 1 No. Lime, 1 No. Willow - reduce, 1 No. Robinia - fell.

3 Wheatlands Station Road Ardleigh CO7 7RS

[22/00393/AGRIC](#) Proposed erection of agricultural steel framed building.

Spindles Farm Home Farm Lane Ardleigh CO7 7LU

**Other/
Appeals/ Key
Decisions** To receive updates and consider comments to be made or action taken on other planning and related matters including ongoing applications, appeals, licensing, minerals/ waste and enforcement issues. To include

[20/00594/FUL](#) Food storage and distribution facility (reconsultation: Supplementary Sequential Test Statement). Land adjoining Ipswich Road and Wick Lane Ardleigh CO7 7QL

TENOP/4335/22 Temporary Event Notice Live Music Event (Invited Guests Only) Swallows, Bromley Road, Ardleigh, CO7 7SN

22.058 Tendring/Colchester Borders Garden Community (and related issues)

To receive updates on recent developments including consultation events on 31 March and implications for Ardleigh. To agree the Parish Council's response to consultation on the Draft Plan and related documents which is open until 25 April 2022. Details of 'Regulation 18' consultation <https://talk.tcbgardencommunity.co.uk/>

22.059 Reports and Correspondence

22.059.1 ***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.

22.059.2 ***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).

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

22.060 Neighbourhood Plan (and related issues)

22.060.1 To receive an update on progress of the Neighbourhood Plan which has been submitted to Tendring District Council. To consider any issues needing direction from the Parish Council

22.061 Amenities and Contracts

To receive updates and take decisions on Parish Council amenities and contracts including:

22.061.1 New contracts awarded from 1 April 2022

22.061.2 Play and Exercise equipment- safety checks/ outstanding items.

22.061.3 The Ardleigh Recreation Ground.

22.061.4 Cemetery / churchyard matters (JM/CB for safety checks, TB other matters).

22.061.5 Millennium Green (MG) including Memorandum of Understanding.

22.061.6 Village Hall matters including meeting held 28 March- new hire rates and Service Level Agreement with Community Hall in Partnership.

22.061.7 Other Amenities and Open Spaces issues including Trees

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

22.062.1 To confirm that ongoing updates on highways, public rights of way and related matters will take place outside the meeting (meeting held with Cllr Guglielmi 4 April 2022). To note any significant issues which the Council may need to address.

22.062.2 To update on plans for joint meeting with Langham and Dedham PCs and our respective County Councillors to discuss issues of mutual concern and interest.

22.063 Community projects, meetings and events

22.063.1 To receive an update on Jubilee plans and support to be provided by Parish Council.

22.063.3 To update on initiatives such as Keep Ardleigh Litter Free, Community Speedwatch.

22.064 Parish Council Staffing and Finance

22.064.1 Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public shall be excluded during the discussion of agenda item 22.064.2 as the Council will be considering information about individual members of staff.

22.064.2 To confirm interim arrangements following completion of Deputy Clerk's fixed-term contract (see attachment)

22.064.3 To receive draft end of year accounts and bank reconciliation at end March 2022 and confirm update to levels of general and earmarked reserves (attachment)

22.064.4 To confirm the bills for payment for Parish Council and Village Hall (attachment) including payments already made under delegated authority. To confirm agreement with DM Payroll Services Ltd to outsource payroll services.

22.064.5 To note arrangements for internal audit and Annual Governance and Accountability Review (AGAR) for 2022

22.065 Governance and Policies

To review and consider revisions to policies and governance documents

22.065.1 Financial regulations- To confirm final version following discussion at last meeting (attachment).

22.066 Future meetings and Meeting Closure

The date of the next meeting is 9 May 2022 at 7.30pm at Ardleigh Village Hall. It will be preceded by the Annual Parish Assembly meeting which will take place in the main Hall at 6.45pm