

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on

Monday 13 March 2023 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 8 March 2023

Rachel Fletcher

This meeting is open to the public. People may join the meeting remotely but councillors attending online are not permitted to vote.

Microsoft Teams meeting [Click here to join the meeting](#)

Meeting ID: 387 831 206 915 Passcode: g7LBwq [Download Teams](#) | [Join on the web](#)

(Back up Zoom link – only if Teams meeting does not start.

<https://us02web.zoom.us/j/86161771503?pwd=NG1iM2NOaFhCSlqxZ2hWYnpzNUV1QT09>

Meeting ID: 861 6177 1503 Passcode: 448110)

AGENDA

23.037 Pre-election period

To note that the pre-election period (sometimes called purdah) runs until the local election is complete on 4th May.

23.038 Apologies and reasons for absence

23.039 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.

23.040 Declaration of Interests

To receive declarations of any pecuniary or non-pecuniary interests relating to agenda items or dispensations requested.

23.041 Minutes of meeting held on 13 February

Councillors are asked to approve the draft minutes of 13 February 2023 meeting as a true and accurate record and to note any delegated decisions subsequently made (see attachment).

23.042 Planning

To note the applications published/ received/ validated and/or decided since the last meeting. To consider comments on new applications and appeals received since the last meeting, including any received after the publication of the agenda.

Applications See <https://www.tendringdc.gov.uk/planning/planning-applications>
<https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. Weekly lists provided by Tendring District Council (TDC) are also sent to Councillors.

[23/00263/FULHH](#) Bracpools Stores, Frating Road, Ardleigh CO7 7SY Proposed rear two storey extension with integral double garage and new front porch

[23/00261/FULHH](#) White House, Jubilee Lane, Ardleigh, CO7 7RY Resubmission of 22/00809/FULHH for proposed outbuilding

[23/00252/FUL](#) Crown Business Centre Old Ipswich Road CO7 7QR Proposed overflow car park

[23/00241/FUL](#) Land to The South of Bromley Road and West of Chapel Lane CO7 7BJ Proposed change of use of agricultural land to use for dog walking and associated development.

[23/00208/FULHH](#) Ardleigh Grange Dedham Road CO7 7QB Proposed car port on existing garage

[23/00285/FUL](#) Proposed change of use of agricultural land to enclosed field for private dog walking. Land South of Sunflower Cottage, Spring Valley Lane, Ardleigh, CO7 7SA

[23/00312/VOC](#) Variation of condition 1 of 22/00467/DETAIL to replace drawings Land North of Bromley Road, Ardleigh CO4 3JG

[23/00315/WTPO](#) 2 No. Tree of Heaven - fell and treat stump. 4 The Limes, Ardleigh, CO7 7RW

[23/00323/FUL](#) Proposed extension to existing retail shop Ardleigh Service Station Colchester Road Ardleigh CO7 7PA

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.

23.043 Other Planning and Infrastructure issues

23.43.1 **Tendring/Colchester Borders Garden Community (and related issues)** To receive an update on the Tendring Colchester Borders Garden Community the Joint Committee meeting 27 February.

23. 43.2 **Neighbourhood Plan (and related issues)** To update on progress regarding the Neighbourhood Plan. The Council has been informed that the Neighbourhood Plan will go to TDC Cabinet on 17 March and the consultation will take place after the election.

23. 43.3 **Pylons, Substations, Windfarms and related** To update on any developments.

23.044 Highways, Public Rights of Way (PROW) and related issues (including A12 diversions)

23.44.1 To receive an update on recent correspondence regarding A12 diversions, including with Sir Bernard Jenkin MP, and to consider further action.

23. 44.2 To flag any urgent issues and updates on previous reports, noting that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct to Highways www.essexhighways.org/tell-us

23.045 Parish Council Policies/Documents

23.45.3 To review and consider/ approve updates to the following. [See www.ardleigh.website/formal-documents-for-all-current-documents](http://www.ardleigh.website/formal-documents-for-all-current-documents).

- Co-option policy

To note that the System of Internal Control and the Risk Management Strategy were last reviewed in March 2022. A further review would take place after the forthcoming elections.

23.046 Community projects, meetings and events and requests for support

23.46.1 To receive an update on the Community Showcase event and Annual Parish Assembly meeting held on 11 March.

23.46.2 To confirm the topics to be raised at the meeting with the MP for North Essex, Sir Bernard Jenkin, planned for 17 March.

23.46.3 To update on any developments regarding community projects and initiatives (eg Methodist Church, Volunteer Litter Pickers, Community Speedwatch).

23.46.4 To consider establishing the Coronation celebrations committee as a Parish Council working group with Cllr Tim Barrott, and others, as members. To receive an update on the plans for Coronation celebrations including 'The Big Lunch' on Sunday 7 May and 'Big Help Out' volunteering opportunities on Monday 8 May.

23.047 Reports and Correspondence

23. 47.1 **District and County Councillor** To receive verbal updates from those present. Any written reports received from District and County Councillors are sent to members by email.

23.47.2 **Councillors' reports** including reports of training or meetings attended.

23. 47.3 **Clerk's report** - To receive a report on key correspondence and tasks undertaken since the last meeting including delegated decisions (see attachment).

23. 47.4 **Police report** if available.

23.048 Parish Council Finance and Staffing

- 23.48.1 To receive financial reports and bank reconciliation at end February 2023 (attachment).
23. 48.2 To confirm the bills for payment for Parish Council and Village Hall (attachment) including payments already made using delegated authority and additional hours for the Clerk accrued since March 2022.
23. 48.3 To note Asset Register for the Parish Council (attachment)
23. 48.4 To note the interviews for the Deputy Clerk position planned for 15 March.

23.049 Amenities and Contracts

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

a) Council contracts and contractors.

b) Play and Exercise equipment- safety checks/ outstanding items (KT/RT/CS). To note the tasks completed by the handyman and the repairs to be completed by Playquip.

c) The Ardleigh Recreation Ground.

d) Cemetery / churchyard matters (JM/CM for safety checks, TB other matters).

e) Millennium Green (MG) (working within the Memorandum of Understanding).

f) Village Hall matters – To note any issues for the Parish Council

g) Other Amenities and Open Spaces issues –

- To consider an approach to the replacement of trees removed and any additions (attachment).
- To receive an update on queries relating to green spaces at Plains Farm and The Street.

23.050 Judicial Review

- 23.50.1 *Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded during all or part of the discussion of this agenda item as the Council will be considering legal and contractual issues.*
23. 50.3 To receive an update on developments since the last meeting noting the website 'agreed expiry date' listed as 31 March 2023.
23. 50.3 To consider any further steps to be taken.

23.051 Future meetings and meeting closure

To confirm next meeting on 17 April 2023, 7.30pm, Ardleigh Village Hall (with remote link)