

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 17 April 2023 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 12 April 2023

Rachel Fletcher

This meeting is open to the public. Councillors attending online are not considered to be officially present and are not permitted to vote.

Microsoft Teams link

Join on your computer or mobile app [Click here to join the meeting](#)

Meeting ID: 368 099 300 237 Passcode: 7SBMEv

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AGENDA

23.052 Chair's Welcome.

To note that this is the last meeting of this Council before elections. Several councillors are not re-standing. To formally thank outgoing Councillors for their service. To note the published list of nominated candidates who will be elected unopposed and 4 vacancies which could be filled by co-option.

23.053 Apologies and reasons for absence

23.054 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.

23.055 Declaration of Interests

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

23.056 Minutes of meeting held on 13 March 2023

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

23.057 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.

[23/00412/FULHH](#) Single storey side/rear extension, demolition of existing extension & conservatory, dormer windows and pergola. 12 Coggeshall Road Ardleigh CO7 7LP.

[23/00372/FULHH](#) Two storey side extension and alterations. Springwood Bromley Road Ardleigh CO7 7SG.

[23/00377/FULHH](#) Detached cartlodge, 2 storey rear/ front extension, internal alterations and single storey side extension. Blenheim Bromley Road CO7 7SF.

[23/00346/FUL](#) Change of use from commercial (Class E/B8) to tattoo studio (Sui Generis). 7 Mayfly Way Ardleigh CO7 7WX.

[23/00515/HHPNOT](#) Prior Approval Application for single storey kitchen/dining room extension. Hillside Cottage John De Bois Hill Ardleigh CO7 7PH.

[23/00463/COUNOT](#) Prior Approval Application for change of use of a barn from agricultural to a single residential dwelling. Harveys Farm Old Ipswich Road Ardleigh CO7 7QS.

[23/00330/DISCON](#) and [23/00375/DISCON](#) Discharge of various conditions relating to 20/01783/FUL. Systematic Business Park Old Ipswich Road Ardleigh CO7 7QL.

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.

23.058 Other Planning and Infrastructure issues

23.58.1 ***Tendring/Colchester Borders Garden Community (and related issues)*** To receive an update on the Tendring Colchester Borders Garden Community meeting held with Garden Community Planning Manager. Consultation due to start around 15 May for 6 weeks.

23.58.2 ***Neighbourhood Plan (and related issues)*** To update on progress regarding the Neighbourhood Plan. The Neighbourhood Plan was approved by TDC Cabinet on 17 March and the consultation will start around 15 May for 6 weeks.

23.58.3 ***Pylons, Substations, Windfarms and related*** To note updates including consultation by wind farm providers and confirm the Council's position regarding its response and any other actions.

23.059 Highways, Public Rights of Way (PRoW) and related issues (including A12 diversions)

23.59.1 To receive an update on correspondence and meeting regarding A12 diversions.

23.59.2 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

23.060 Parish Council Policies/Documents

To review and consider/ approve updates to the following see www.ardleigh.website/formal-documents for current documents.

23.60.1 ***Code of Conduct for Members*** To consider adopting the Local Government Association's (LGA) new Model Code of Conduct for Members with effect from May 2023 (attached).

23.060.1 ***Councillor Allowances.*** To note publication of the report of the Parish Independent Remuneration Panel regarding allowances by Parish Councils in Tendring for the 2023-24 municipal year. To consider updates to the Ardleigh Parish Council Scheme of Allowances Paid to Councillors for 2023-4 onwards (attachments).

23.061 Community projects, meetings and events and requests for support

23.61.1 To receive an update on the meeting with the MP for North Essex, Sir Bernard Jenkin, which took place on 17 March.

23.61.2 To agree terms of reference for a ***Local Events Working Group*** made up of Councillors and members of the public (attachment). To receive an update on the plans for Coronation celebrations including licencing, risk assessment and insurance.

23.61.3 To update on any developments regarding community projects and initiatives including reports received (eg Volunteer Litter Pickers, Community Speedwatch, Police reports).

23.062 Reports and Correspondence

23.62.1 ***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.

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

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

23.063 Parish Council Finance and Staffing

23.63.1 To receive draft end of year accounts, financial reports and bank reconciliation at end March 2023. (attachment).

- 23. 63.2 To confirm the bills for payment for Parish Council and Village Hall (attachment) including payments already made using delegated authority.
- 23. 63.3 To note timetable for internal audit and for the Annual Accountability and Governance Review (AGAR). To receive draft accounting statement and variance report (attached).
- 23.63.4 *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 the next agenda item as the Council will be considering staffing issues.*
- 23. 63.5 To confirm the appointment of Deputy Clerk including membership of Local Government Pension Scheme. (attachment- confidential)

23.064 Amenities and Contracts

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

- a) **Council contracts and contractors.** To receive and update and consider options regarding floral displays following withdrawal of contractor for the planting of displays.
- b) **Play and Exercise equipment- safety checks/ outstanding items (KT/RT/CS).** To note repairs outstanding which were not completed before year-end.
- c) **The Ardleigh Recreation Ground.** Proposed memorandum of understanding with Ardleigh Cricket Club
- 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 including memorandum of understanding with Ardleigh Cricket Club see recreation ground above.
- g) **Other Amenities and Open Spaces issues** To receive an update relating to green spaces at Plains Farm following meeting with TDC.

23.065 Judicial Review

- 23.65.1 *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. 65.2 To receive an update on developments since the last meeting.
- 23. 65.3 To consider any further steps to be taken.

23.066 Future meetings and meeting closure

To confirm next meeting, which is the Annual Parish Council Meeting on 15 May 2023, 7.30pm, Ardleigh Village Hall (with remote link)