

# 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 10 October 2022 at Ardleigh Village Hall commencing at 7.30pm**

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

Rachel Fletcher- Parish Clerk  
Dated 5 Oct 2022

*Rachel Fletcher*

Zoom link to the meeting (for members of the public/councillors who do not wish to join in person)

<https://us02web.zoom.us/j/89247498587?pwd=NEZseIRLcjdMRytFMVNuRk5sZ3BwUT09>

Meeting ID: 892 4749 8587 Passcode: 549077

**Please note.** Only Councillors present at the Village Hall may vote. Please send apologies and/or attend via Zoom if you are unwell or have tested positive for COVID. This is to protect participants and their loved ones.

## Chair's Welcome

To outline the expectations for speaking and voting at the meeting.

**22.124 Apologies and reasons for absence**

**22.125 Declaration of Interests**

To receive any pecuniary or non-pecuniary interests relating to items on the agenda.

**22.126 Minutes of the last meeting of the Council held on 7 October 2022**

Councillors are asked to agree the draft minutes of the last meeting as a true and accurate record of the meeting (see attachment).

**22.127 Public participation relating to items on the agenda or other matters of mutual interest**

There will be 15 minutes available for question time, if required. At the close of this item; members of the public will no longer be permitted to address the Council.

**22.128 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.

**Applications** See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. These are normally sent to Councillors via the weekly lists provided by Tendring District Council.

[22/01457/FULHH](#) Proposed two storey side extension, single storey rear extension, car port and porch. Orchard House Frating Road Ardleigh CO7 7SU

[22/01490/FULHH](#) Proposed new double storey side extension to right of dwelling when viewed from front elevation, single storey to the left and back. Somerville John De Bois Hill Ardleigh CO7 7PH

[22/01581/FULHH](#) Proposed single storey rear extension with external alterations and internal alterations to existing annexe building. Maryland Cottage Turnpike Close Ardleigh CO7 7QW

[22/01623/FULHH](#) Proposed rear extension, loft conversion and alterations. Birchwood John De Bois Hill Ardleigh CO7 7PH

[22/01595/DISCON](#) Discharge of conditions 2 (Landscaping) and 16 (Biodiversity Enhancement ) of application 20/01783/FUL. Systematic Business Park Old Ipswich Road Ardleigh CO7 7QL

[22/01133/DISCON](#) Discharge of condition 7B (Highways) of application 22/01115/VOC. Crown Business Centre Old Ipswich Road Ardleigh CO7 7QR

[22/01457/FULHH](#) Proposed two storey side extension, single storey rear extension, car port and porch. Orchard House Frating Road Ardleigh CO7 7SU

**Decisions** To note recent decisions including appeals (circulated via weekly list).

**22.129 Other Planning and Infrastructure issues**

22.129.1 To note the action taken to date, including delegated decisions, and consider any further action as a result of the approval of planning application 20/00594/FUL – Surya Food.

22.129.2 To note the action taken to date and consider any further action as a result of the planning decision regarding 21/02070/FUL – Battery Storage

22.129.3 **Tendring/Colchester Borders Garden Community (and related issues)** To receive updates on recent developments including Crockleford Character Assessment and request for local insights.

22.129.4 **Neighbourhood Plan (and related issues)** To note the feedback received from the Regulation 14 consultation and confirm next steps for the proposed Neighbourhood Plan prior to submission to Tendring District Council (CW).

22.129.5 **East Anglia GREEN and related - pylons, substations and windfarms** To report any known updates and consider whether the Parish Council wishes to make direct representations to the government.

**22.130 Reports and Correspondence**

22.130.1 **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.

22.130.2 **Councillors' reports** including reports of training or meetings attended

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

22.130.4 **Police report** including issues from Police Street Meet, 2 September 2022.

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

To note that updates on new and ongoing matters relating to highways, public rights of way and related issues usually take place outside the meeting. To note the end of the Highways Local Councils Devolution Pilot. To reconsider joining the Parish Paths Partnership (P3) scheme.

**22.132 Amenities and Contracts**

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

22.132.1 **Council contracts and contractors** note that one contractor has indicated a desire to increase the agreed contract rates due to rising costs.

22.132.2 **Play and Exercise equipment**- safety checks/ outstanding items (KT/RT/CS). Discussions with potential providers (CM)

22.132.3 **The Ardleigh Recreation Ground**.request from Ardleigh Cricket Club for use on Saturdays and Sundays in 2023.

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

22.132.5 **Millennium Green** (MG) including Memorandum of Understanding.

22.132.6 **Village Hall matters**. Note new booking enquiry for table tennis with associated storage.

22.132.7 **Other Amenities and Open Spaces issues**

a) To receive the Annual Tree Survey. (see attachment \*)

b) To consider the quotes received for tree works recommended in the Annual Tree Survey and decide if some or all should be undertaken and award of contract. (see attachment \*)

c) To note the damage to the Home Farm Lane/Harwich Rd bus stop and litter and consider whether to seek/ fund a litter bin installation via TDC.

**22.133 Community projects, meetings and events and requests for support**

22.133.1 To note any new items/ projects/ priorities to be included in future planning and budgeting (See also 22.135 below) eg initiatives such as warm spaces, dementia friends, use of Methodist church buildings, earmarked funds/ fundraising for planning/ legal consultants etc.

22.133.2 To consider the next steps for development/ publication of an **Ardleigh Community Ambitions**

Action Plan (see attachment \*)

- 22.133.3 To approve the **Grant Application Policy** for community groups, including process and timetable (Section 137) (see attachment- with new timetable) and to note recent contacts from Ardleigh Surgery, Community First Responders, Essex & Herts Air Ambulance, Suffolk Accident Rescue Service

**22.134 Recommendations of Tending Monitoring Officer**

To note the recommendations of the Monitoring Officer, agree social media guidelines and discuss any further training or policy development to be considered at future meetings. (see attachment \*)

**22.135 Parish Council Finance and Staffing**

- 22.135.1 To receive the Parish Council finance report and bank reconciliation at end September 2022 with projection to year end (see attachment).
- 22.135.2 To note timetable for budget setting and planning process for 2023-24 starting with a consideration of priorities and first-draft budget for December meeting and finishing with formal precept setting at January meeting (TDC deadline is 20 January 2023)
- 22.135.3 To note the completion of the review of the Annual Governance & Accountability Return (AGAR) for Ardleigh Parish Council for the year ended 31 March 2022 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 requirements for publication and rights of inspection..
- 22.135.4 To consider the SAAA 2022 Central External Auditor Opt-out communication (see attachment \*).
- 22.135.5 To approve invoices for payment for Ardleigh Parish Council and Village Hall (see attachment).
- 22.135.6 To note that staffing proposals will be considered by Staffing Committee..

**22.136 Parish Council Policies**

To approve the revised CCTV Policy & Procedures (see attachment \*)

**22.137 Date of next meeting, meeting closure**

The next meeting is scheduled for 14 November 2022, 7.30pm, Ardleigh Village Hall (with remote link)

Attachments marked \* were previously circulated with papers for the 12 September meeting which was cancelled and have not been amended or updated.