



**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD ON 11 APRIL 2016 AT THE VILLAGE HALL AT 7.30PM**

PRESENT: Cllr Barrott (Chairman),  
Cllrs Talbot, Scott-Barrett, Partridge, Smith, Thompson, Fryer and Karen Thompson  
(Clerk)

IN ATTENDANCE: There were no members of the public.

316 **Chairman's Welcome**

The Chairman welcomed everyone to the meeting and welcomed Karen Thompson to her first meeting as Ardleigh Parish Council Clerk.

317 **Apologies for absence**

Apologies had been received from District Cllr Stock, County Cllr Guglielmi, Cllr Halsey, Cllr Chase-Gardener, Cllr Brown.

318 **Declaration of Interests** - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.

There were no declarations of interest.

319 **Public participation session with respect to items on the agenda and other matters that are of mutual interest**

There were no matters raised.

320 **Minutes of the last meeting of the Council held on 14<sup>th</sup> March, 2016**

The draft minutes of the meeting of 14<sup>th</sup> March, 2016 were agreed as a true and accurate account of the proceedings of the meetings subject to the following two changes:

305.1 To remove the named reference

And

To remove named reference to payments regarding Village Hall employment.

321 **Matters arising**

321.1 Queen's 90<sup>th</sup> Birthday Beacons – 21<sup>st</sup> April, 2016

The exact arrangements for the lighting of the Ardleigh Beacon were not known but when they become known the Council would use the Village Notice Boards to advertise the details.

321.2 Annual Assembly

The date for the Council Annual Assembly is set for 23<sup>rd</sup> May 2016 and the event would be publicised on the Village Notice Boards.

321.3 Quote received from Shore Engineering for works to car park.

Cllr Barrott explained that the cost of the proposed work to the car park would be met by the current occupiers of The Mill. The work would improve the car park and prevent damage to vehicles. Cllr Barrott confirmed that with Cllr Talbot, he had spoken to Shore Engineering and advised that to minimise disruption to the Pre-School Group then work should be planned for a school holiday. It was agreed to allow Shore Engineering to

proceed with the work. Proposed Cllr Talbot, Seconded Cllr Scott-Barrett.

322

**Planning**

- 16/00235/FUL** Woodview Lodge Chapel Lane Crockleford Heath  
Change of use of outbuilding for continued use as home office and domestic store.  
Decision to support.
- 16/00307/FUL** Woodview Lodge Chapel Lane, Crockleford Heath  
Detached cart lodge.  
Decision to support.
- 16/00396/FUL** 4 Chapel Croft Ardleigh  
Proposed single storey orangery (following demolition of existing conservatory).  
Decision to support.
- 16/00423/FUL** Orchard Cottage Crown Lane North Ardleigh  
Proposed single storey rear extension and associated works.  
Decision to support.
- 16/00362/FUL** Hull Farm Barn, Spring Valley Lane, Ardleigh  
Barn conversion into residential use including retention of small extension and construction of 1 other small extension and a detached garage.  
Decision to support.
- 16/00278/NMA** Chancery Farm, Park Road, Ardleigh  
Non material amendment to change of design, size and materials of the inverter cabinets and the 2no substation buildings in the Frating Road enclosure will be moved 2 metres east to comply with the requirements from UK Power Networks.  
Concern was raised that the 'bund' was ineffective at only 1m high and on the NE perimeter; this is significantly less than was promised when permission was granted. He has queried this and is awaiting a response.
- 16/00316/FUL** Hunters Oak, Hunters Chase, Ardleigh  
Proposed front and rear single storey extensions.  
Decision to support.
- For Info Only:**  
**16/00220/HHPNOT** Morrow House, Morrow Lane, Ardleigh  
Single storey flat roof extension.  
Decision to support.
- Approval –  
Outline:**
- 15/00932/OUT** Land North of Former Betts Factor, Ipswich Road  
Outline planning permission for the erection of up to 120 dwellings (C3) including hard and soft landscaping, public open space, play areas, vehicle parking and supporting site infrastructure with all matters reserved apart from access at Land North of the Former Betts Factory, Colchester.

**Approval – Outline 22.03.2016  
Committee Decision**

**Approval -  
Full:**

- 15/01285/FUL** Woodview Lodge, Chapel Lane, Crockleford Heath, Ardleigh  
Erection of 1 no. 3 bed detached bungalow.
- 16/00111/FUL** The Grange, Malting Farm Lane, Ardleigh  
Single storey side extension to provide additional living accommodation and replacement of 2 roof lights with new pitched roof dormers.
- 16/00278/  
NMA** Chancery Farm, Park Road, Ardleigh  
Non material amendment to change to the design, size and materials of the inverter cabinets and the 2 no. substation buildings in the Frating Road enclosure will be moved 2 metres east to comply with requirements from UK Power Networks.

323

**Churchyard and Cemetery**

Cllr Fryer provided the Risk Assessment Checklist for the Churchyard and Cemetery.

Regarding the Church Yard, Cllr Fryer commented that the recent high winds had affected a number of trees, leaving some potentially dangerous. Cllr Barrott agreed to speak to the Church about tree works.

Cllr Fryer pointed out that the gate posts are not securely fixed and that a Holly bush is restricting the path.

Cllr Fryer also reported that the compost heap is being added to. Cllr Barrott agreed to speak to the Church about improving signage.

Regarding the cemetery, Headstones were being stood upright and Cllr Fryer said that he had laid them flat again except where they had been correctly erected by stonemasons. Cllr Barrott said that he would work with the Clerk to get improved signage and better communication regarding the graves. Cllr Fryer commented on the soil build up around the second gateway, but noted that this gate is rarely if ever used.

Cllr Barrott informed the meeting that a burial is due shortly and he would let those involved with maintenance of the Cemetery know the date to ensure that no work was carried out on that date.

324

**Recreation, Play and Open spaces Colchester Road play area**

To receive reports on condition of area and identify any health and safety risks and consider any decisions for expenditure.

324.1 The risk assessments were received and reviewed. It was noted that a post is missing from the tug-boat area. The scramble nets require tightening and a section of fencing is missing from the Play Tower area as a result of vandalism. Cllr Talbot commented that the bins on the Millennium Green need to be emptied and could the Clerk arrange this.

324.2 It was noted that the funding for the Outdoor Fitness Equipment had been received in full. £9000.00 from the GCG Environment Trust and £3000.00 from the CIF. Cllr Talbot is waiting for the toolkit and paint.

- 324.3 Cllr Barrott has a quote for approximately £600.00 from Bland Landscapes for repairing posts on the boundary fence to the Recreation Ground and to cut back the hedging between the Rec and the Millennium Green. Cllr Talbot proposed and Cllr Thompson seconded the decision to proceed with the work.
- 324.4 Cllr Thompson will meet with Bland Landscapes to discuss the requirement to cut back the hedging to the footpath around the Millennium Green.
- 324.5 Cllr Barrott reported on vandalism to a fence panel and a bench on the Millennium Green and also to someone digging up parts of the cricket field as part of metal detecting. The fence panel was now secure but would need further work and several of the fence posts seem to be rotten below ground.
- 324.6 The Clerk confirmed that ROSPA had contacted the Council to book the annual inspections of the play equipment which fall due in May. Cllr Barrott asked that they include the fencing in their inspections but they do not need to inspect the Colchester Road Play Area as it closed until the equipment is replaced.

Due to Cllr Chase-Gardener's absence, there was no update on getting designs etc. for the refurbishing of the Colchester Road play area.

325 **Environment and maintenance**

To receive reports and consider any decisions for expenditure.

It was reported that some signs were leaning or had actually fallen down around the village; also some had been subject to graffiti. These require reporting to Essex Highways which the Clerk will do as she becomes aware of the locations.

326 **Public Rights of Way**

To receive reports and consider any decisions for expenditure.  
No matters to discuss.

327 **Parish Council Financial Report**

- 327.1 To receive report on Parish Council accounts as at the 31<sup>st</sup> March, 2016  
The report was received and accepted. Cllr Scott-Barrett asked for an explanation as to the Bank of Ireland line in the payments section of the report. The Clerk agreed to investigate and report back. Cllr Scott-Barrett also asked if the entry for the special events covered the advertisement for the Clerk vacancy. The Clerk agreed to investigate.
- 327.2 Accounts for payment –Cheques/Bacs payments to be approved for payment and signed. All were approved for payment.
- |  |          |
|--|----------|
| Red Hot Source for signage.....          | £222.00  |
| JF Tree Specialist.....                  | £1636.10 |
| TDC, Non-Domestic Rates re Cemetery..... | £0.00    |
| (following Rate Relief of £406.56)       |          |
| Membership of CPRE .....                 | £36.00   |
- 327.3 VAT Return for period October 15 to February 16 had been received - £2,912.11
- 327.4 It was confirmed that the Precept had been received in April for 16/17 of £16,312.00

327.5 Cllr Barrott confirmed that the paperwork for the Annual Return for year ending 31 March 2016 had been received and would need to be completed by the Clerk.

328 **Village Hall Financial Report**

328.1 To receive report on Village Hall accounts as at the 31<sup>st</sup> March, 2016  
The report was received and accepted. Cllr Barrott said that he is in discussion with a company for a charitable rate for the supply of energy.

328.2 Village Hall hiring and tap dancing.  
It was brought to the attention of the Council that a clause in the Regular Hall Users Hirers Agreement was difficult for the Debbie Miller Dance Company as it prevents tap dancing. Tap classes have been taking place in the hall and the Debbie Miller Dance company have not been prevented from doing so. Cllr Talbot said that he would like to review the whole Hirers Agreement and agreed to bring a revised agreement to the next meeting.

328.3 Tendring District Council have booked the Village Hall for two electoral days:  
5<sup>th</sup> May - Police and Crime Commissioner Elections  
23<sup>rd</sup> June – EU Referendum

328.4 Accounts for payment –Cheques/Bacs payments to be approved for payment and signed:

Bookings & Cleaning – April.....	£401.10
EON Electricity (Direct Debit).....	£73.86

Non Domestic Rates are £477.12 for the year, Payable by direct debit monthly:

April 16.....	£45.12
May – January.....	£48.00

These were approved for payment.

329 **TDALC**  
Minutes from latest meeting  
No meeting had been held since the Council last met.

330 **Correspondence**  
The Clerk reported that a local resident had sought the council's support in complaining about the state of the pavement on Colchester Road and positioning of kerbstones which had caused damage to vehicles as they accessed and exited a driveway. The Clerk was asked to report the issue to Essex Highways.

331 **Information for the attention of the Clerk for the next meeting.**  
The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2) (b) and the Council cannot lawfully decide any matter which is not specified in the Agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

332 **Any Other Business**  
Cllr Fryer sought confirmation regarding approval to proceed with some tree works. Cllr Barrott confirmed that urgent tree reduction is approved but all other works would be subject to the tendering process.

Cllr Smith asked if the overgrown hedging in Green Lane could be reported to Essex so that pressure could be brought on the local land owners to cut the hedging back. He

was advised that as this is a private road, the residents will need to action this.

333

**Meeting Closure & Date of Next Meeting**

Meeting closed at 8.40pm

Next meeting Monday 9<sup>th</sup> May, 2016

Cllr Scott-Barrett submitted his apologies for the next meeting.