

## ARDLEIGH PARISH COUNCIL



### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13 JUNE 2016 AT THE VILLAGE HALL AT 7.30PM

PRESENT: Cllr Barrott (Chairman),  
Cllrs Halsey , Chase-Gardener, Partridge, Thompson, Scott-Barrett, Fryer and Karen  
Thompson (Clerk)

IN ATTENDANCE: There were several members of the public attending.

360 **Chairman's Welcome**

The Chairman welcomed everyone to the meeting saying that he understood that most were attending to voice concerns regarding the Wick Lane Planning Application.

361 **Apologies for absence**

Apologies had been received from District Cllr Stock, County Cllr Guglielmi, Cllrs Smith and Talbot.

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

Cllr Chase-Gardener declared that she had a non-pecuniary interest in the Wick Lane planning application because the owner of the site was also one of her tenants.

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

A resident raised the issue of the hedging along the pavement from Church View to the Village Car Park which was overgrown making it very difficult to walk along the pavement. The Council resolved to arrange for this to be cut back (Note minuted under Item 371 Environment and Maintenance).

Residents also raised the planning application at Plot 4 and 5 in Green Lane. The planning application says that 2 new properties would replace the existing properties, but there have been no properties on the plot since the 1960's. The original buildings were disused tied farm cottages that were demolished in the 60's and the land returned to agricultural use. It was pointed out that the road was a very basic un-adopted road that would not cope with heavy vehicles or increased volume of traffic. The utility services are not up to usual standards with the current few cottages being served by long individual water pipes from the mains pipe servicing Colchester Road. Local residents understood that planning permission and appeal to the Dept of Environment had been refused previously. It was also thought that only the existing properties had right of way over the drive. The Council said it wanted to seek more time on this application.

The majority of residents attended the meeting to demonstrate their opposition to the Wick Lane application for 118 houses. The reasons for objection to the planning application are recorded at Item 368 16/00632/OUT. The organisation of a Public Meeting to be held on Thursday 16th June was advertised where residents could raise their concerns directly with TDC Cllr Stock and County Cllr Guglielmi. Residents were unsure of the planning schedule and when the application would be decided. It was agreed that the process would be explained in detail at the public meeting. There was also concern that if the application was refused by TDC and the applicants went to appeal, how strongly TDC would defend

their decision to refuse permission. The Council said that if TDC is not minded to produce a suitable defence that the Parish Council has the option to step in and arrange this.

- 364 **Minutes of the last meeting of the Council held on 9<sup>th</sup> May 2016**  
**Councillors are asked to agree the draft minutes of the meeting of 9<sup>th</sup> May 2016 as a true and accurate account of the proceedings of the meetings.**

To remove named references at Item 347.1. The Minutes were approved.

- 365 **Clerks Report**  
To receive the report of resolutions agreed at Parish Council Meetings and Progress to date. See attachment 2.

The Council accepted the Clerks Report noting that assistance was required regarding the approach to businesses for sponsorship of the floral displays, which were recently supplied to the Village.

- 366 **Council Vacancies**
- 366.1 It was agreed to start the 'Casual Vacancy' route to filling the Councillor position made vacant by the resignation of Cllr Brown with a week. The Council noted that if the vacant position was not filled then co-option could be achieved in July.
- 366.2 The Council resolved to adopt the proposed a Co-option Policy.

- 367 **District and County Councillor Reports**  
The District and County Councillors were not present and no reports were available.

- 368 **Planning**  
**16/00632/OUT Land off Wick Lane Ardleigh Essex**  
Outline planning permission for up to 118 residential dwellings (including 25% affordable housing), the introduction of structural planting and landscaping, informal public open space and children's play area, surface water flood mitigation and attenuation, vehicular access point from Wick Lane and associated ancillary works.

The Council resolved to strongly oppose the planning application along the following grounds:

- The local school is full
- It is outside the village envelope
- It is not zoned for residential development in the emerging 'Local plan' for Tendring and did not feature in the, now lapsed, Tendring Local Plan.
- The junction of Wick Lane and Colchester Road is already dangerous
- Further traffic emerging on to the Colchester Road at Wick Lane or Dead Lane would be hazardous
- The land is BMV agricultural land used for food security
- Ardleigh Parish have already provided land for housing away from the Village Centre over and above the Tendring requirements
- 118 houses would generate an additional 230 cars many of which would be travelling to Manningtree Station where parking is not sufficient to cater for additional numbers, or to the A12 along Wick Lane, a 'Protected' narrow single track lane that is dangerous
- The GP surgery is at capacity

- The Developers sweetener of additional land for the School is not wanted or needed.
- The environment for local wildlife including bats would be lost.
- The land was close to listed buildings
- The land was close to ancient monuments and a bronze age cemetery

**Land adjacent Valley Springs Fox Street Ardleigh Essex CO7 7PP**

16/00751/FUL

Proposed 3 bedroom detached house and single detached garage

The Council supported this application.

**Suite 3 Crown Business Centre Old Ipswich Road Ardleigh Essex CO7 7QR**

16/00726/OUT

Removal of condition 4 of application 15/00669/OUT - Concerning implementation of adjoining commercial development.

The Council supported this application.

**Chilvers Cottage Lodge Lane Ardleigh Colchester Essex CO7 7RD**

16/00688/LBC

Form a new porch on front of the cottage

The Council supported this application.

**Hammonds Farm Bromley Road Ardleigh Colchester Essex CO7 7SG**

16/00691/FUL

Erection of single storey outbuilding

The Council supported this application.

**Chilvers Cottage Lodge Lane Ardleigh Colchester Essex CO7 7RD**

16/00654/FUL

Repositioning of existing stables (two stables and hay store), removal of shed and replace with two new stables with a hard paved area to the front and removal of single dilapidated garage and replace with a new three bay cart lodge.

The Council supported this application.

**Mayo House Crown Lane South Ardleigh Colchester Essex CO7 7PL**

16/00649/FUL

Demolition of existing dwelling, garage and other outbuildings. Construction of a new dwelling, garage and indoor swimming pool.

The Council supported this application.

**Land at 4 and 5 Green Lane Ardleigh Essex CO7 7PE**

16/00587/OUT

Replacement of a pair of semi-detached houses with two detached bungalows.

The Council needed more information on this planning application.

**Holmesdale The Street Ardleigh**

16/00760/FUL

Proposed extension and associated alterations.

The Council supported this application.

**Addition Planning Application (not on the published agenda)**

16/00523/OUT

**Land Opposite the The Old Mission, Bromley Road – application to erect 2 detached dwellings**

The Council opposed this application.

## **Letter re Land adjacent to Haylands, John De Bois Hill, CO7 7PH**

The Council decided that it is familiar with the site and will discuss the intended application at the Council meeting when the application is submitted to Tendring District Council Planning Department.

### **369 Churchyard and Cemetery**

#### **369.1 To receive reports and consider any decisions on expenditure.**

The Risk Assessment Checklist for the Churchyard and Cemetery was presented and Cllr Chase-Gardener proposed that a survey be undertaken with the Contractor to investigate the way in which the contract allows for maintenance. The Council agreed.

#### **369.2 To consider progressing plans to extend the Cemetery.**

The Council agreed that Cllr Halsey and Cllr Talbot would look at identified plots of land and look for other possible plots that might be options for additional Cemetery space.

369.3 The Council noted that the Cemetery Regulations have been amended to include taking a deposit of £250 to be held for up to 12 months to cover the cost of levelling a grave if the family do not make arrangements for this. The new documents are available on the Parish Website and would be placed on the Cemetery Notice Board.

369.4 The Council noted the burial of Brown in Plot D99

369.5 The Council noted and agreed the Headstone application for Cook.

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

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

There were no reports presented to the meeting.

#### **370.2 To receive the Rospa Play Area reports for the Recreation Ground and Millennium Green.**

The Council noted the risk values of low for the Recreation Ground Play Area and medium for the Millennium Green Play Area. The Clerk agreed to circulate the reports electronically to all Council members. The Council will consider the suggested repairs at the next meeting.

370.3 **Colchester Road Play Area** - To plan the new play equipment installation and to consider applying for further funding such as Section 106 monies.

The Council agreed that a third company should be invited to quote for the replacement work.

The Council also decided that the Play Area only requires:

- 2 baby swings
- 2 child swings
- 2 bouncers
- 1 see-saw
- And a bench for adults

There was no requirement for a central climbing piece with slide.

371 **Environment and maintenance**

371.1 To receive reports and consider any decisions for expenditure.

371.2 **To consider a request for financial support to assist with restoring the old wall, Ardleigh Court**

The Council recognised the value of the Ardleigh Court wall which was a contributing factor to the character of the village. It is included in the Village Design Statement and falls within the Conservation Area. The Council wishes to help the residents of Ardleigh Court by working with the Residents' Committee to submit applications for funding to awarding bodies and will advise the Residents' Committee who to approach for possible funding.

371.3 **To consider a request to act on unused possibly untaxed vehicles on Old Ipswich Road**

Cllr Halsey advised the Council that the owner of Fearnley Motors is aware of the vehicles that have been parked on the Old Ipswich Road for some time and will arrange with the owners for them to be moved.

372 **Public Rights of Way**

372.1 To receive reports and consider any decisions for expenditure.

The Council noted the verge cutting had taken place at the dangerous corner of Dead Lane and Wick Lane

372.2 **To consider the Anglia Level Crossing Reduction Strategy, affecting Ardleigh by the closure or re-routing at Abbotts Crossing**

The Council noted the Survey period for the Network Rail Anglia Level Crossing Reduction Strategy running from 17<sup>th</sup> June until 8<sup>th</sup> July and resolved to track the proposed changes to Abbotts crossing.

372.3 **To consider the state of footpaths where correspondence indicates they are not being maintained.**

Cllr Talbot was not available to report on his findings.

373 **Parish Council Financial Report**

373.1 **To receive report on Parish Council accounts as at the 31<sup>st</sup> May 2016.**

The report was received by the Council.

373.2 **Accounts for payment –Cheques/Bacs payments to be approved for payment and signed.**

The following payments were agreed and authorised for payment:

Aon (Council Insurance) .....	£ 917.36
Clerk training expenses .....	£ 35.40
Archivist fees .....	£ 172.58
Annual Assembly refreshments .....	£ 4.00
Clerk Stationery .....	£ 9.17
Floral Displays (Oakview Nurseries) .....	£1336.40
JF Tree Specialist .....	£2563.99
Rospa Inspections (2) Playsafety Ltd .....	£ 168.00

Bland Landscapes.....	£ 452.40
EALC Clerks Briefing Course .....	£ 50.00

In addition the Clerk asked the Council to authorise payment for £106.08 for the Internal Auditor's Thank You Gift. This was approved.

**373.3 To consider the effectiveness of the system of internal control. And to approve the Annual Governance Statement.**

The Council considered the system of internal control and agreed that it was sufficient. The Council went on to approve the Annual Governance Statement as declared in the Annual Return for 15/16.

**373.4 To consider the Annual Internal Audit Report of Accounts Year Ended 31 March 2016.**

The Council considered the Internal Audit Report submitted and were content with the comments made.

**373.5 To consider the Accounting Statements (Section 2 of the Annual Return). To approve the Accounting Statements, by resolution, and ensure the Accounting Statements are signed and dated by the Council Meeting Chair.**

The Council considered the Accounting Statement and approved, by resolution, the Accounting Statements. The Statements were then signed by the Council meeting Chair, Cllr Barrott.

**373.6 To decide the dates for the exercise of Public Rights of Inspection commencing between 3<sup>rd</sup> June 2016 and 1 July 2016 and running for a period of 30 working days. And to publish a notice of the Public Right of Inspection at least 1 working day before the period of inspection on the Council website along with the 'Council Accounts: A Summary of Your Rights'.**

The Council decided the dates for the Exercise of Public Rights of Inspection of Annual Accounts would run from Monday 20<sup>th</sup> June until Friday 29<sup>th</sup> July. The Clerk was asked to inform PKF Littlejohns of the dates and publish the details on the Parish Website.

**373.7 To decide the plan for establishing the Grass Cutting Services required.**

It was resolved to include the Grass Cutting Contract on the agenda for the Council Meeting in January 2017.

**374 Village Hall Financial Report**

**374.1 To receive report on Village Hall accounts as at the 31<sup>st</sup> May 2016.**

The report was received and accepted.

**374.2 Accounts for payment –Cheques/Bacs payments to be approved for payment and signed**

The following were agreed and authorised for payment:

Bookings & Cleaning – May .....	£401.10
Paul Waring Plumbing & Heating .....	£120.00

**374.3 To decide on writing off uncleared cheque for £74.62.**

The Clerk reported that a cheque had been approved, written but not issued last year and the cheque was featuring in the accounts. The Council resolved that the accounts should be amended to reflect that the cheque was not issued.

375 **TDALC (Tendring District Association of Local Councils)**  
**To receive any report or minutes from latest meetings.**

Cllr Halsey and Cllr Partridge attended the last meeting of TDALC and reported that Tendring District Council has a Local Highway Panel which has funded two Highway Rangers. These Highway Rangers are available to clear obstructions from the roads and carry out minor maintenance work on the public highway including:

- overgrown vegetation
- strimming
- general maintenance of road signs and street furniture
- removal of graffiti
- removal of illegal signs and flyposting
- cutting of surface water drainage grips

376 **Exclusion of Press and Public from this Meeting**

Resolution to exclude the Press and Public from the meeting at this point to allow discussion of a dispute arising with the Council.  
Public Bodies Admission to Meetings Act 1960

The Council resolved to exclude the members of the Public from the meeting and they left at 21.45.

377 **Dispute – Cemetery Regulations**

The Council resolved that after seeking legal advice that the Council would offer a mediated meeting with the resident in dispute with the Council regarding tributes and flowers permitted on a grave. Cllr Chase-Gardener agreed to represent the Council at the meeting with the Clerk present to record any decisions.

378 **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).

No business was presented.

379 **Meeting Closure & Date of Next Meeting**

Meeting closed at 10:15m  
The next meeting will be held on Monday 12 July 2016

**Signed by Chair** ..... **on** .....