

ARDLEIGH PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 14 OCTOBER 2019 AT THE VILLAGE HALL AT 7.30PM



PRESENT: Cllr Barrott (Chair),
Cllr's Bolingbroke, Chase-Gardener, Fontaine, Marshall, Mason, Talbot, Thompson and
Whitfield
Clerk – Rachel Fletcher

ALSO IN ATTENDANCE: There were members of the public in attendance.

19/176 Chairman's Welcome

The Chairman welcomed all those attending.

19/177 Apologies and reasons for absence

Cllr Culham had sent apologies.

County and District Councillors (Cllr Gugliemli and Cllr Stock) had also sent apologies.

19/178 Declaration of Interests - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.

None received.

19/179 Tendring Car Rally

A representative from Chelmsford Motor Club outlined plans for the 2020 Tendring Car Rally due to take place over the weekend of 24-25 April 2020. It was reported that minimal changes were intended following the 2019 event, which had been considered a success by the organisers. Entries would be limited to 130 cars, the competition route would be unchanged. However, a minor change had been suggested to the non-competitive part of the route along Hungerdown Lane and Tile Barn Lane to create a one way loop.

A member of the public asked for confirmation that there was full compliance with the MSA rules which was a condition of insurance in particular R2.4.1 relating to individual notice being served to residents and R24.4.12 relating parking of non-competing vehicles. The Club representative undertook to check the requirements of these clauses and report back. There was also a question as to whether the Council had been formally notified of the route and it was thought that they had not.

19/180 Public participation session with respect to items on the agenda and other matters that are of mutual interest

A resident asked the Council whether any feedback from the recent public consultation on Garden Communities had been received. It was confirmed that none had yet been provided to the Council.

19/181 Police report

PCSO Smith circulated a written report on recent reports of crime which could be shared with the Council. There had been four such incidents between 2 September and 13 October, two of which were thefts at the Ardleigh Car Boot sale, there was one report of suspicious circumstances and one motor vehicle theft from Old Ipswich Road, Ardleigh.

The continuing issue of speeding cars through the village was raised. It was reported that a more sophisticated mobile safety camera had been purchased by Safer Essex Roads Partnership which Community Speed Watch volunteers would be able to use in all weather conditions.

19/182 Minutes of the last meeting of the Council held on 9 September 2019

Councillors resolved to accept the minutes of the meeting.

19/183 Clerk's report and correspondence

The report showing the actions which were outstanding from previous meetings, actions completed, key tasks undertaken since the last meeting and related correspondence was received. It was suggested that capital projects should be added to the action list.

There was a discussion about siting of glass recycling (19/0171) following receipt of comments from a resident. Further clarification would be sought from Tendring District Council to consider whether the main village car park would be a suitable location to avoid risks from broken glass close to play and recreation areas.

There was a demonstration of the proposed new website by Cllr Chase Gardener and councillors were asked to provide a photograph and brief description for inclusion on the site which was due to go live in Spring 2020.

19/184 District and County Councillors

To receive the reports of the District Councillor and the County Councillor.

Cllr Neil Stock (Tendring District Council- Ward Councillor) had sent apologies.

Cllr Gugliemli (Essex County Council- ECC) had sent his ECC summary report to the Council by email.

19/185 Planning

Applications:

19/01350/FUL

[Construction of a front porch, orangery, services room and glazed extension with link to existing building \(resubmission of approved application 17/01774/FUL\).](#) 

Devon House Malting Farm Lane Ardleigh Colchester Essex CO7 7QG

The Council had no comment to make on this application.


19/01271/OUT

[Proposed 3 dwellings.](#) 

Land at Crockleford Stud Bromley Road Ardleigh Colchester Essex CO7 7SF

The Council agreed to object to the application along with other developments proposed on land off Bromley Road. There appeared to be an increase in proposed development along this road with potential detrimental effects on traffic and infrastructure. The Council supported the comments of the Tree and Landscape Officer that the erection of three dwellings would cause visual harm to the appearance of the local landscape character and contribute to the gradual erosion of the countryside.

19/01349/FUL

[Erection of two detached properties with garaging, parking, turning facilities and landscaping. Accessed from Bromley Road.](#) 

Land adjacent Willowell Bromley Road Ardleigh Essex CO7 7SG

The Council agreed to object to the application along with other developments proposed on land off Bromley Road. There appeared to be an increase in proposed development along this road with potential detrimental effects on traffic and infrastructure. The Council felt that the erection of two dwellings would cause visual harm to the appearance of the local landscape character and contribute to the gradual erosion of the countryside.

- 19/01277/FUL [Change of use from agricultural \(inactive\) to residential as a garden extension of the existing house \(Vince's Barn\). Conversion and alteration of the Dutch barn to become a domestic garage for Vince's Barn.](#) 
 Vince's Barn Frating Road Ardleigh Colchester Essex CO7 7SU
 The Council had no comment to make on this application.
- 19/01361/OUT [Outline application for 4no. houses including landscaping and site clearance.](#) 
 31 Harwich Road Lawford Manningtree Essex CO11 2LS
 The Council resolved to object to the application primarily because of concerns about safety of access to the site given its proximity to a sharp bend and railway bridge on the A137.
- 19/01358/FUL [Installation of 2no biomass boilers with feed hopper.](#) 
 Pole House 36 Harwich Road Lawford Manningtree Essex CO11 2LS
 The Council wished to support this application in principle if it was confirmed that the boilers would reuse waste matter generated on site. If the new boilers would require deliveries by road then they would not wish to support the application due to the increase in traffic.
- 19/01377/FUL [Erection of two detached properties with garaging, parking and turning facilities, and landscaping access from Bromley Road.](#) 
 Land adjacent to Hammonds Farm Bromley Road Ardleigh Colchester Essex CO7 7SG
 The Council agreed to object to the application along with other developments proposed on land off Bromley Road. There appeared to be an increase in proposed development along this road with potential detrimental effects on traffic and infrastructure. The Council felt that the erection of two dwellings would cause visual harm to the appearance of the local landscape character and contribute to the gradual erosion of the countryside.
- 19/01392/
 DETAIL [Reserved matters for details of appearance, landscaping, layout, scale, levels and lighting and related development of outline planning permission reference 17/00859/OUT for the erection of 145 dwellings and associated development.](#) 
 Land to The South of Bromley Road Ardleigh Essex CO7 7SE
 It was noted that the Council had met with the developers prior to the previous meeting but that full details of the application had not yet been received from the planning authority. It was agreed to wait and consider the detailed documentation before making comments.
- 19/01433/TCA [1 Silver Birch - prune](#) 
 3 Church View Ardleigh Colchester Essex CO7 7TG
 The Council had no comment to make on this application.
- 19/01412/FUL [Proposed cartlodge with home office.](#) 
 Three Elms Harts Lane Ardleigh Colchester Essex CO7 7QH
 The Council had no comment to make on this application.
- 19/01411/
 DISCON [Discharge of conditions 4 \(Tree Protection\), 7 \(CMS\), 8 \(Biodiversity\), 10 \(Site Access\), 11 \(off-site highway works\), 13 \(Drainage\) and 14 \(Maintenance Plan\) for application 17/00859/OUT allowed at appeal APP/P1560/W/17/3185776.](#) 
 Land to The South of Bromley Road Ardleigh Essex CO7 7SE
 The Council had no comment to make on this application.
- 19/01396/
 NMA [Non-material amendment to application 19/00952/FUL - Change the material of the rear elevation of the pool house from brick to render.](#) 
 Shrublands Dedham Road Ardleigh Colchester Essex CO7 7QA
 The Council had no comment to make on this application.

Decided The Council noted the planning application decisions made by TDC on items with the following
Approvals: reference numbers

19/01088/LBC
19/01110/FUL
19/01181/NMA
19/01360/TELLIC
19/01239/DISCON
19/01224/TPO
19/01197/DISCON
19/00871/DISCON

Decided The Council noted the planning application decisions 'to be decided by another authority', 'split
Other: decision' or 'determined prior approval not required' made by TDC on items with the following
reference numbers

19/01366/CMTR
19/01311/CMTR
19/01251/CMTR
19/01071/LUEX
19/01231/AGRIC

19/186 Parish Council Finance

19/186.1 To receive the Parish Council Financial Statement as at 30 September 2019.

This was received. It was noted that the year-end forecast anticipated an approximate income of £69,000 and a spend of just over £70,000. The Council funds are £130,126 with over £50,000 of that being held to fund any additional cemetery that can be purchased.

It was noted that bank reconciliation had been completed by the outgoing and incoming Clerk and that a further reconciliation would be conducted by the Clerk and the Chairman.

19/186.2 To approve the bills for payment for Parish Council

The following invoices were approved for payment:

Net pay outgoing Clerk (Gross Pay £1121.43	£	813.08
Gross - tax - employee contrib- NI = net		
Net pay incoming Clerk (Gross Pay £670.28	£	506.81
Gross - tax - employee contrib- NI = net)		
HMRC Tax and NI	£	445.62
Pension Contribution outgoing Clerk	£	78.50
Pension incoming Clerk (Sept, Oct)	£	187.32
S Farrer Watering contract	£	502.68
Superfine- Bench renovation cemetery	£	212.00
A & J lighting (from March 2019)	£	274.08
PKF Littlejohn (auditors)	£	360.00
Chairman's allowance Q2	£	100.00
Dove Doors	£	1,479.17
Superfine- tree reduction car park	£	195.00
JFK Tree specialist	£	756.00
eon	£	147.39
Clerks Expenses outgoing	£	49.45
Clerks Expenses incoming	£	152.03
Oakview Nurseries	£	861.12
Scott Farrer-	£	291.94
Heelis and Lodge	£	230.00

19/186.3 The final External Auditor Report was noted which said ‘The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year’s AGAR:
• Section 2, Box 2, the annual precept, does not agree to the figure published by the precepting authority. The figures in Boxes 2 and 3 should read £34,182 and £52,252 respectively. All grants, including Council Tax Support Grant, should be shown in Box 3, as per the guidance notes on the AGAR.’
It was also noted that this report was published on the Parish Council website by 30 September 2019 together with the Notice of Conclusion of Audit.

19/186.4 The Council resolved to change the banking mandates and electronic banking authorisation for all Ardleigh Parish Council accounts to reflect change of Clerk/Responsible Financial Officer (RFO).

19/187 Recreation, Play and Open Spaces
To receive reports on condition of play areas and equipment and resolve to repair any urgent health and safety risks.
A verbal report was given. It was noted that work had started on the new tugboat play equipment which would be completed after the forthcoming half term. It was agreed to ask members of the public to suggest names for the boat via Facebook.

19/188 Millennium Green
To receive any reports from the Trustees if the Millennium Green in accordance with the MOU between the Millenium Green and Ardleigh Parish Council.
No updates received.

19/189 Churchyard & Cemetery
To receive the councillor inspection report and consider any urgent health & safety repairs. This was received. It was noted that there were signs of a badger being present in the cemetery. It was also noted that some first world war graves had been identified and that the roll of honour names could now be re-engraved, based on updated information obtained by the village archivist.

19/190 Parish Council Policies
None to consider this month

19/191 75th VE Day Commemoration Event
To receive an update from the VE75 event Working Group.
It was noted that the planning is progressing well and no action was requested of the Council.

19/192 Information and proposed items for the next meeting
No items were raised

19/193 Meeting Closure & Date of Next Meeting
The meeting closed at 20:45 and the next meeting date was confirmed as Monday 11 November 2019.

Signed by Meeting Chair on