

ARDLEIGH PARISH COUNCIL



Minutes of the Advisory Discussion of members of Ardleigh Parish Council held on Monday 14 June 2021 at 7.30pm by remote Zoom link

PRESENT Cllr Tim Barrott (Chair), Cllrs Jayne Marshall, Carolyn Mason, Clive Salmon, Richard Talbot, Emma Thrower, Emma Twine (until 9.09pm item 21.113.3), Jonathan Waters, Chris Whitfield. Clerk- Rachel Fletcher

Also in attendance- Lizzie Cheeld, Deputy Parish Clerk, Cllr Carlo Guglielmi- Essex County Council, one member of the public (Chair of Millennium Green Trust)

Adv 21.102 Chair's welcome and explanation of status of the advisory discussion

In accordance with the Schedule of Delegation ratified by the Parish Council on 5 May 2021, it was noted that the Clerk was required to exercise delegated authority in consultation with the members of the Council to make and implement decisions on behalf of the Council. The meeting was not a formal meeting of the council, however the usual processes and principles which would form part of a formal meeting would apply in the advisory discussion.

The prefix 'Adv' on agenda and minute numbers was to denote an advisory meeting.

Adv 21.103 Apologies and reasons for absence

None received.

Adv 21.104 Public participation session relating to items on the agenda or other matters of mutual interest

Robert Blyth, new chair of the Millennium Green Trust (MGT) was welcomed to the meeting. Robert had been appointed following the death of Keith Thompson whose contribution was noted at the previous meeting.

The close working relationship between MGT and the Council, supported by a formal Memorandum of Understanding, was expected to continue.

It was noted that the Council had been approached regarding lighting the beacon on the Millennium Green as part of the Queen's platinum jubilee celebrations (2 June 2022). This could be combined with a village event/ celebration. The beacon would need to be serviced before any such event.

Adv 21.105 Declaration of Interests

There were no new declarations of any pecuniary or non-pecuniary interests nor any relating to agenda items.

Adv 21.106 Tendring and Clacton Car Rally 2022 consultation

There was a discussion about whether and how to respond to consultation regarding the proposed Corbeau Seats Tendring and Clacton Car Rally due to take place 23 and 24 April 2022. It was noted that the event was part of a nationwide programme and that local councils could not veto the event. It was noted that some properties near to Ardleigh had been quite adversely affected (eg cars landing in front gardens) at the 2019 event. The event was not felt to support the Tendring commitment to becoming carbon neutral. It was noted that Mike Carron, Assistant Director at TDC, was a liaison point between Parishes and the organising group based in Chelmsford and could be copied into any response.

Adv 21.107 Minutes of the last meeting of the Council held on 5 May 2021

The minutes of the last meeting were noted, these would need to be formally approved at the next full meeting of the Council.

Adv 21.108 Planning

The applications published, received and/or validated since the last meeting were noted. Comments would continue to be made, using delegated authority, following email consultation with Councillors.

- Applications** It was noted that all applications could be found on the Tendring District Council web pages <https://www.tendringdc.gov.uk/planning/planning-applications> and were normally sent to Councillors via the weekly lists (of new applications and determinations) provided by Tendring District Council.
- Other/ Appeals** *Minerals and Waste*
ESS/29/20/TEN Martells Quarry, Slough Lane, Ardleigh, CO7 7RU it was noted that information had been submitted see <https://planning.essex.gov.uk> It was agreed to review and provide any comments to the Clerk outside the meeting.
- There were no licensing or enforcement issues which the Council had been made aware of.
- Decisions** Planning decisions confirmed since the last meeting and circulated via weekly lists were noted.
- Adv 21.109 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road**
 Cllr Guglielmi provided a verbal update as follows.
- *Garden Community* No meetings had been held since before the local elections. A recording of the April briefing for Parish Councils had been published. Some changes to membership of the board were expected following recent local elections.
 - *Link Road* The planning application process for the link road was continuing with determination expected around September.
 - *Tendring Local Plan.* TDC's Local Plan and Policy committee would shortly be meeting to consider Part Two of the Local Plan, following Inspector recommendations and recent discussion at full Council. Some minor changes had been proposed following input from developers.
- Adv 21.110 Reports and Correspondence**
- 21.110.1 **District and County Councillor and Police reports** A verbal update was given by Cllr Guglielmi (who apologised for not giving apologies for the last meeting and was congratulated on his re-election). A written update on Essex County Council matters including results of recent elections had been circulated. See 21.114 for update on other ECC matters.
- 21.110.2 **Clerk's report and delegated decisions and actions**
 A written report on key correspondence and tasks undertaken since the last meeting, including delegated decisions and actions taken following consultation with Councillors, was noted. There was a brief discussion about grass and verges cutting since there had been complaints (that cutting had been too lax in some areas and too vigorous in others). It was noted that a range of authorities/contractors were responsible for different places and that the Council may wish to update the areas to be cut less frequently to encourage biodiversity. This could be considered when contract terms were reviewed later in the year.
- 21.110.3 **Councillors' reports.** Cllr Marshall had attended the Tendring District Association of Local Council's AGM and the minutes had been circulated. Topics discussed included climate change and the associated benefit of remote meetings.
- Adv 21.111 Neighbourhood Plan**
 Cllr Whitfield gave a verbal update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group. A meeting had taken place with TDC, members of the Steering Group and Planning Direct at the end of May, where the draft plan was presented and feedback provided including a number of detailed issues to be picked up. There would be a call for pictures, places and landmarks which residents felt were important and green spaces which were especially valued.
- The meeting had included a discussion about Protected Local Green Spaces within Ardleigh since the official TDC map still included the site of the former Ardleigh Hall as such a space. The development of the site seemed at odds with requirements of the national planning policy framework. Tendring representatives had since forwarded the report of the planning committee decision which would be reviewed by Councillors.
- Adv 21.112 Health and Safety/ Recreation, Play and Open Spaces, Millennium Green**
- 21.112.1 The annual inspection reports for play and exercise equipment had been circulated and was noted. Several low-risk issues had been identified. The reports had been reviewed by a local contractor who would quote for the work identified and for additional periodic inspections.

- 21.112.2 An insurance requirement for weekly checks of play areas was noted. A paper outlining options for managing regular play equipment checks including training options was discussed. It was felt that securing in-house basic training for visual checks for a number of Councillors/ staff was the preferred way forward. In the meantime Cllr Talbot would undertake weekly checks.

Adv 21.113 Climate Change and Community Projects

- 21.113.1 It was reported that 8 of the #KeepArdleighLitterFree volunteers had recorded 13 hours with 19 bags filled in May.

- 21.113.2 The TDC action plan on Climate Emergency <https://www.tendringdc.gov.uk/sites/default/files/Climate%20Emergency%20Cabinet%20Accessible.pdf> and Friends of The Earth (FOE) guidance for Parish Councils <https://policy.friendsoftheearth.uk/reports/20-actions-parish-and-town-councils-can-take-climate-and-nature-emergency> were noted.

It was suggested that the Parish Council could go through the 20 FOE suggested actions at future meetings to consider further steps the Parish Council might consider including any links to the Neighbourhood Plan.

- 21.113.3 It was noted that requests were made for Recycling Facilities during the Neighbourhood Plan consultation. The matter was last raised in 2019 and had stalled because a suitable site had not been agreed upon. It was agreed to reopen discussions with TDC with a view to seeking recycling provision within Ardleigh- on a trial basis if necessary.

Adv 21.114 Highways, Public Rights of Way (PRoW) and related issues

Following a request from Cllr Guglielmi a consolidated list of ongoing and outstanding Highways, PRoW and related matters was reviewed at the meeting.

It was agreed to make the consolidated list available for councillors to view (including Cllr Guglielmi). Members of the public and Councillors would be encouraged to submit direct reports to ECC using their 'tell us' tool <https://www.essexhighways.org/tell-us> and to provide the report number and copies of photographs to the Parish Council by email so that these could be monitored.

Adv 21.115 Parish Council Finance and Staffing

- 21.115.1 The Parish Council financial reports and bank reconciliation at end May 2021 were noted.

- 21.115.2 The bills for payment for Parish Council and Village Hall were circulated including payments already made under delegated authority. There were no objections, hence remaining payments would be made using delegated authority.

Adv 21.116 Parish Council Contracts

It was noted that summer floral displays around the centre of Ardleigh were now in place. Contractors and other local businesses would shortly be asked for sponsorship towards litter kits and/or floral displays. Contacts would be based on the list of businesses updated for the Neighbourhood Plan. The list would be recirculated to Councillors to provide updates prior to the requests being sent out.

Adv 21.117 Ardleigh Village Hall

In the light of latest guidance regarding the easing of lockdown it was agreed that the date for reopening to regular hirers (except Pre-School) would be extended until the new date that step four of the roadmap out of lockdown was reached.

Adv 21.118 Churchyard & Cemetery

The latest Councillor inspection report was noted. Latest government guidance did not restrict numbers for outside burials.

It was agreed to liaise with Cllr Guglielmi regarding ECC land on A137 close to the existing Cemetery.

Adv 21.119 Future meetings and Meeting Closure

Following discussion it was agreed to continue to meet remotely, in an advisory capacity, for July, with the scheme of delegation continuing to be used as necessary. This would take place on 12 July 2021 at 7.30pm.

The advisory discussion ended at 9.25pm