

ARDLEIGH PARISH COUNCIL



Minutes of the Advisory Discussion of members of Ardleigh Parish Council held on Monday 10 January 2022 at 7.30pm by remote Zoom link

Present Cllr Tim Barrott (Chair), Cllrs Sally Bolingbroke, Jayne Marshall, Carolyn Mason, Clive Salmon, Richard Talbot, Emma Thrower, Emma Twine, Jonathan Waters, Chris Whitfield. Clerk- Rachel Fletcher

Also in attendance-Two members of the public, Lizzie Cheeld, Deputy Parish Clerk

Adv 22.001 Chair's welcome and explanation of status of the advisory discussion

The Chair welcomed all present to the first meeting of the new year, and wished those who had been unwell over the winter break, or were still self-isolating, a full recovery.

In accordance with the Scheme of Delegation ratified by the Parish Council on 5 May 2021 and 11 October 2021 it was confirmed 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 to the advisory discussion. The prefix 'Adv' on agenda and minute numbers was to denote an advisory meeting.

Adv 22.002 Apologies and reasons for absence

County Cllr Carlo Guglielmi and District Councillor Neil Stock had sent apologies.

Adv 22.003 Public participation session relating to items on the agenda or other matters of mutual interest

A member of the public reported that development work appeared to be underway at the Old Ipswich Road end of Wick Lane where it was not believed that further planning permission had been given. Several Councillors were planning to Litter pick in the area on 15 January and would check and report, if felt necessary.

There was a question about the process regarding Local Green Spaces nominations which followed invitation to nominate sites, a thorough assessment exercise and several opportunities for public consultation and engagement. Consultation responses to the shortlist of sites from landowners and members of the public would be considered by the Neighbourhood Plan Working and Steering groups over the forthcoming week with updates expected to be provided later in the month.

It was noted that some letters sent to the Parish Council PO Box appeared to be going astray. The Clerk would raise this formally with Royal Mail.

A representative of Lawford Power was in attendance and responded to questions under the planning item 21/02070/FUL below.

Adv 22.004 Declaration of Interests

There were no declarations of any pecuniary or non-pecuniary interests relating to agenda items.

Adv 22.005 Minutes of the Advisory Discussion held on 13 December 2021

The minutes of the advisory discussion meeting of 13 December 2021 were *confirmed* as an accurate record.

Adv 22.006 Planning

The applications published, received and/or validated since the last meeting were noted. Comments would continue to be made, using delegated authority, following discussion at the advisory meeting and email consultation with Councillors if necessary. Updates were received from Tendring District Council (TDC) and circulated to members every week. Full details of applications, full comments and decisions (approvals, refusals and discharges of conditions) and the weekly lists were available on the Tendring website at <https://www.tendringdc.gov.uk/planning>.

Where appropriate to the application, it was confirmed that objection comments would include the status of the Local Plan/5+ years housing land supply, the Settlement Development Boundary (SDB), Neighbourhood Plan consultation, which indicated that residents strongly wished to retain the rural feel of Ardleigh and did not support further housing development, and/or the fact that Ardleigh was the lowest tier of settlement hence there should be no requirement to consider new applications.

Applications [21/02070/FUL](#) Construction and operation of a 50MW Battery Energy Storage System, and related infrastructure with associated access, landscaping and drainage. Land adjacent to Lawford Grid Substation, Ardleigh Road, Little Bromley, CO11 2QB.

It was noted that a meeting had taken place with the developer (Lawford Power) prior to the application. Since then, a meeting had been held with one of the proposed off-shore wind farm companies which had raised concerns about the lack of co-ordination and strategic collaboration between applications, the use of agricultural green field sites and the potential for proliferation of sub-stations, cabling and/or battery storage to meet infrastructure requirements of new developments in order to provide a resilient energy supply for the future. For the application in question, access to the site would be via single track roads and there were concerns about the volume of traffic and size of the vehicles required during the construction phase. The majority of Councillors indicated that they wished to oppose the application, notwithstanding recognition of the need for more a sustainable and resilient energy supply. The Council would also urge a more holistic approach to such developments as outlined in the response to the recent North Falls Off-Shore Wind Farm consultation.

[21/02071/FULHH](#) Single storey side extension. New Forge House Station Road Ardleigh CO7 7RR. The Council had no objection.

[21/02051/FUL](#) To demolish No 1 & No 2 The Pavilion and replace with a new two bedroomed single storey residential dwelling. 1 & 2 Pavilion Spring Valley Lane Ardleigh CO7 7SD The Council would not object to the application, which did not increase the overall number of dwellings on the site, provided that the two existing properties were demolished prior to habitation of the new dwelling.

[21/02130/DISCON](#) Discharge on conditions 7 (Construction Phase Plan) and 11 (Hard and Soft Landscaping) of application 19/01629/FUL. Hope Cottage Crown Lane South Ardleigh CO7 7PL. The Council had no objection.

[21/02113/FULHH](#) Proposed single storey rear extension. Chantry's Fox Street Ardleigh CO7 7PS The Council had no objection.

[21/02110/FUL](#) Proposed construction of a new standalone single storey valeting building and [21/02111/ADV](#) Proposed corporate signage comprising of Pylon Sign, Entrance Pylon Sign, Building mounted Brand and Retailer name signage, flagpoles. Former Osborne Garages Ipswich Road Colchester CO4 9TF. The Council had no objection.

[22/00006/LUEX](#) Proposed continued additional use of the land with pitches for up to 14 touring caravans for holiday and recreational purposes between 1st March and 31st October in any year Ardleigh Caravan and Camping Park Dead Lane Ardleigh CO7 7RH The Council had no objection to the continuation of this established business.

**Other/
Appeals**

The following other planning matters were discussed.

[APP/P1560/W/21/3281995](#) Newlands Nursery Slough Lane Ardleigh, Proposed conversion of barn three dwellings. Original reference 20/00943/FUL The Council would reiterate its previous objection to this application and clarify that the site is not within an easy walk of village facilities is outside the SDB and residents would inevitably be reliant on cars. It was noted that the proposal was to convert an existing building hence was not directly comparable with proposals to build on green field sites outside the SDB as had been the case with other recent applications.

There was a brief discussion about the land north of Wick Lane appeal which took place on 15 December. Thanks were recorded to those involved in the appeal hearing. It was suggested that the Council may seek to recoup some of its costs should a costs order be made against the appellant.

Adv 22.007 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road

It was noted that the Local Plan was due to be considered at the TDC Planning Policy and Local Plan Committee on 11 January with a proposal that modified Section 2 Local Plan be recommended to Full Council for formal adoption on 25 January 2022.

Adv 22.008 Reports and Correspondence

22.008.1

District and County Councillor and Police reports It was noted that regular reports and updates would continue to be forwarded to members by email. It was noted that Tendring District Council

was seeking views from Parish Councils and residents on their proposed priorities for 2022-23. A survey was available on the following link until 19 January www.smartsurvey.co.uk/s/EMRP3H/

22.008.2 **Report of Clerk and Deputy Clerk and delegated decisions and actions**

A report on key correspondence and tasks undertaken since the last meeting including delegated decisions and actions taken, following consultation with Councillors, was noted.

22.008.3 **Councillors' reports** There were no reports from training or meetings attended. It was announced that a litter pick would be undertaken by Councillors and volunteer litter pickers at Old Ipswich Road on Saturday 15 January.

Adv 22.009 Budget, Plans and Precept for 2022-23

22.009.1 An updated draft budget for 2022-23 had been prepared with three options for consideration. There was a discussion which concluded that the preferred option was a variation of option 1 where existing activities and staffing levels would continue while setting a budget which would not rely on taking funds from general reserves. It was felt that floral displays in 2022-23 should only go ahead if sponsorship was obtained, that frequency/ scope of some contracts may need to be cut back if safe to do so. Reserves could be used for unplanned essential expenditure (as had been the case in the current year to obtain specialist support for a planning appeal hearing). This would have the effect of raising the precept to around £68,500 or less if the contingency for contracts were reduced further.

22.009.2 The proposal to make a Precept demand of up to £68,500 would be considered at a full (face-to-face) meeting of the Council 20 January at 7.30pm at Ardleigh Village Hall. A quorum of four councillors would be needed to lawfully make this decision. Councillors who were unable to attend (or who felt unsafe doing so) should give apologies and reasons for apologies in writing to the Clerk so that these could be formally recorded.

Adv 22.010 Neighbourhood Plan/ Village Design Statement/Green Spaces

22.010.1 To an update was given by Cllr Whitfield about recent activities of the Neighbourhood Plan Steering Group and Working Group. There had been progress on proposed 'Local Green Spaces' designations where several responses from landowners and members of the public had been received before the deadline of 1 January. These would be considered by the Steering and Working Groups before determining the next steps. An update to the Village Design Statement/ Design Code (VDS) had been completed incorporating the new developments within the parish since 2011 and changes to legislation. A draft had been provided and circulated with comments requested from Councillors and working group members by 12 January. It was expected that Planning Direct would be in a position to complete the draft of the proposed Neighbourhood Plan shortly to allow the process to progress.

Adv 22.011 Parish Council Finance and Staffing

22.011.1 The financial reports and bank reconciliation at end December 2021 were noted. A VAT claim of just over £16,000 covering the period 1 March 2020- 31 December 2022 had been submitted and reimbursed.

22.011.2 The bills for payment for Parish Council and Village Hall below were *agreed* including payments already made under delegated authority. £2000 would be claimed from Recreation Ground charity, as per the 2021-22 budget. In addition, payments totally £1,041.65 were *agreed* for the Village Hall.

Planning Direct	£2,094.00
Royal Mail	£360.00
Liverton Ltd	£214.80
J F Tree Specialists	£1,140.00
Chester Jervis	£330.00
JF Tree Specialists	£474.00
Npower	£88.83
Acetech	£434.40
Drop Box and Adobe Acrobat (Clerk's expenses)	£25.16
Chair's allowance	£66.67
Clerk's expenses	£66.87
Eurooffice	£101.72
Total Salaries	£3,274.28

22.011.3 A date and time for the Deputy Clerk's annual staff annual appraisals/ performance reviews was confirmed.

Adv 22.012 Amenities and Contracts

Updates on Parish Council amenities and contracts were given including.

- 22.012.1 Possible dates for a meeting with **Millennium Green Trustee(s)** to discuss the including Memorandum of Understanding were noted. The plans for HM the Queen's Platinum Jubilee in June 2022 were noted and it was hoped that arrangements would be made to light the beacon- following safety tests and risk assessments to be arranged by MGT. There was a discussion about whether other residents may wish to want to get involved in wider plans. The Churchwarden had asked to be kept informed of plans. The Clerk would approach the co-ordinators of the 2020 VE Day plans to see whether they wished to contribute to planning an event.
- 22.012.2 It was confirmed that **Play Equipment** safety checks were completed weekly and there was a prioritised list of outstanding issues. The Deputy Clerk would action the highest priority work.
- 22.012.3 **The Ardleigh Recreation Ground** it was noted that a contribution to maintenance costs would be claimed from the Recreation Ground Charity. Recent issues with larger tankers accessing the pumping station had not been addressed despite several telephone calls and emails. Further concerted efforts would be made to follow up with Anglian Water to and their contractors to seek clarification and redress.
- Quotes to repair the fence behind the goal would be followed up.
- 22.012.4 Safety checks had been completed at the **Ardleigh Cemetery**. Some further headstones may need to be laid flat as they were becoming unstable. These should only be reinstated professionally- normally at the expense of the next of kin. Christmas tributes would be removed in February, date to be confirmed.
- 22.012.5 Tenders for **contracts** were advertised on 17 December 2021 with a closing date of 7 February 2022 see <https://bit.ly/APCcontracts>. Cllr Waters offered to check and advise on any requirements relating to public procurement regulations.
- 22.012.6 **Village Hall** matters were discussed including a COVID vaccination bus which used the site on Saturday 8 January. Meetings had been booked to seek quotes and guidance for fitting audio visual equipment to allow for hybrid meetings and other events.
- 22.012.7 No other amenities, open spaces or trees issues were raised.

Adv 22.013 Highways, Public Rights of Way (PRoW) and related issues

It was confirmed that the ongoing updates on highways, public rights of way and related issues including the updated list of ongoing issues /reports numbers would take place at a meeting with Cllr Guglielmi before 14 February.

It was noted that several such reports had been followed up such as a damage at the bottom of Spring Valley Lane where the hole had been filled. It was noted that several street lamps were out of order on the slip roads to A120 and A12 from the Ardleigh interchange, they had been reported and marked as urgent by Highways.

It was suggested that the Parish Council arrange to remove the pallet at the entrance to the village under the Highways devolution pilot as it was obstructing visibility on the Highway. Any other suggestions for work which could contribute to the devolution pilot before the end of February, when the current grant expired, should be raised with the Clerk.

Adv 22.014 Future meetings and Meeting Closure

An additional meeting would be called on **Thursday 20 January** at 7.30pm at Ardleigh Village Hall specifically to agree the precept demand for 2022-23.

Regular meeting dates for 2022 were confirmed as Mondays 14 February, 14 March, 11 April, 9 May, 13 June, 11 July, 8 August, 12 September, 10 October, 14 November, 12 December at 7.30pm. The venue/ formats to be confirmed (eg face to face, hybrid or remote advisory discussions, ensuring sufficient decision-making meetings to meet legal requirements).

The meeting closed at 9.06pm

Signed by Meeting Chair on