



ARDLEIGH PARISH COUNCIL

Minutes of the Advisory Meeting of Ardleigh Parish Council held on Monday 12 December 2022 at 7.30pm via Zoom

PRESENT: Cllr's Tim Barrott, Jayne Marshall, Carolyn Mason, Clive Salmon, Emma Thrower, Chris Whitfield and Jonathan Waters. Clerk, Rachel Fletcher and Deputy Clerk, Karen Thompson (minutes)

ALSO IN ATTENDANCE Cllr Carlo Guglielmi (Essex County Councillor)
A member of the public was present.

This meeting was held on-line due to inclement weather- as such no formal decisions were made at the meeting and any actions required prior to the next meeting will be taken by the Clerk using the existing scheme of delegation.

Adv 22.152 Apologies and reasons for absence

Cllr's Sally Bolingbroke, Richard Talbot, Emma Twine, had sent apologies.

Also absent - Cllr Neil Stock - Ardleigh and Little Bromley Ward Councillor, Tendring District Council

Adv 22.153 Declaration and Register of Interests

None declared.

Adv 22.154 Minutes of the last meeting of the Council held on 14 November 2022

These were considered to be a true record of the meeting.

Adv 22.155 Public Participation relating to items on the agenda or other items of interest.

In response to a query on the progress regarding the Surya planning application (20/00594/FUL), the council said that a planning decision was not yet issued by TDC and so that council could not yet lodge an application for a Judicial Review.

Adv 22.156 Planning

Application See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. These were normally sent to Councillors via the weekly lists provided by Tendring District Council.

[22/01899/COUNOT](#) Prior Approval Application for a change of use of 1no. existing agricultural buildings into 2 dwellinghouses with building operations reasonably necessary to convert each building. Gods House Farm, Harts Lane, Ardleigh, CO7 7QQ. The council resolved to submit a strongly worded objection to this application. The site had previously secured permission to convert the agricultural buildings into 4 dwellings. This application would extend this further leading to increased traffic in a single track lane in an area outside the settlement development boundary for Ardleigh, thus being unsustainable. This increase in dwellings is at odds to the spirit of permitted development rights and also to the Local Plan and emerging Neighbourhood Plan.

[22/01757/TCA/](#) [22/01968/TCA](#) /[22/01969/TCA](#) various tree works at Ardleigh Village Hall and Recreation Ground Station Road, Ardleigh Cemetery, Harwich Road and St Marys Church, The Street Ardleigh. Support. This application was made on behalf of our Parish Council following the annual tree inspection.

[22/01880/FULHH](#) Proposed roof dormer Meadow Cottage, Dedham Road. There was no comment.

[22/01784/FULHH](#) Additional info re detached cartlodge and home office.5 Hunters Chase, CO7 7LW. There was no comment.

[22/01927/TCA](#) Tree works Holmesdale The Street, Ardleigh, CO7 7LD. There was no comment.

[22/01329/FUL](#) Additional info re Land at Crown Quarry Old Ipswich Road Ardleigh CO7 7QR. There was no comment.

[22/01960/FUL](#) Proposed single storey rear vehicle workshop extension Glyn Hopkin Ipswich Road. There was no comment.

[22/01977/FUL](#) Proposed conversion of stable block into two holiday units. Land Adj to Willowell Spring Valley Lane. There was no comment on the proposal. A restriction to limit use to holiday accommodation would be expected.

Decisions **To note recent decisions including appeals.**
These were noted.

Other None.

Adv 22.157 Other Planning and Infrastructure issues

22.157.1 *Tendring/Colchester Borders Garden Community (and related issues)* To note the Tendring Colchester Borders Garden Community Update meeting on 13 December 2022 and issues to be raised on behalf of APC.

Both Carolyn Mason and Chris Whitfield were planning to attend the Garden Community meeting either in person or remotely. Carolyn intended to ask if the recent Government announcement on building fewer homes in areas when a build would substantially alter the area would affect the planned garden community.

To receive an update from the informal meeting with Latimer (Garden Community appointed development partner). Members of the Council and the Clerk had met with both TDC and Latimers and had discussed the relationship between the National Planning Framework, the TDC Local Plan, Ardleigh Neighbourhood Plan (NP) and the Garden Community. The relationship between policies in the Ardleigh NP and the Garden Community were discussed. This was relevant to Crockleford and the Crockleford Character Assessment. Latimer were aware of the Crockleford and Elmstead Action Group and would liaise with them in due course.

22.157.2 *Neighbourhood Plan (and related issues)* To receive and agree the final proposed Neighbourhood Plan following feedback received and meeting with Tendring District Council. (CW) (see attachments).

Members of the Council and the Clerk had met TDC to discuss the comments raised on the Neighbourhood Plan and some amended wording proposed to take into account the relationship between the NP and the Garden Community policies. A further version of the plan had been produced which TDC would need to take through the remaining stages. All members present confirmed that Ardleigh they supported the Neighbourhood Plan and that this "agreed" version should be formally submitted to TDC by the Clerk and published on the parish website. In addition to the body of the plan and supporting documents already completed, the members present agreed to pay Planning Direct to produce a summary of the regulation 14 responses showing how they have been taken into account in the final version.

22.157.3 *Pylons and Windfarms* - To report on recent updates and consider further steps.

The Ardleigh response to Planning Inspectorate regarding Scoping Opinion for the East Anglia Green Energy Enablement (GREEN) and North Falls consultation was noted.

Adv 22.158 Judicial Review

Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded during the discussion of agenda item 22.158.2 as the Council will be considering legal and contractual issues. There was no one present to exclude.

22.158.1 To receive an update on developments since the last meeting including receipt of donations to support the legal challenge regarding planning application 20/00594/FUL – Surya Food/ Flying Trade Group. There has been no change on the status of the application in that no decision has been issued from TDC. Donations covering legal costs, to date, had been received.

22.158.2 To consider any further steps to be taken. No action necessary at this time.

Adv 22.159 Reports and Correspondence

- 22.159.1 **District and County Councillor** To receive verbal updates from those present. Any written reports received from District and County Councillors are sent to members by email. A meeting with respect to lighting at the Salt Dome had been postponed due to freezing weather and would be rearranged for the following week

The land opposite the Salt Dome was owned by ECC. An enquiry had been submitted in 2021 regarding using the land for a cemetery extension, but stalled due to uncertainty about future office requirements post-COVID. This request would be reinstated. It was suggested that a future planning application to use the land as a cemetery might encourage ECC to consider the proposal favourably.

- 22.159.2 **Councillors' reports including reports of training or meetings attended.** There were no reports.

- 22.159.3 **Clerk's report - To receive a report on key correspondence and tasks undertaken since the last meeting including delegated decisions (see attachment).** The clerk notified the meeting that Barclays Bank were seeking updated business information including verification of address.

The council had historically paid for streetlighting although the bills were addressed to the reservoir committee. The new supplier were now seeking evidence of responsibility which needed to be resolved.

- 22.159.4 **Police report if available.** On the retirement of the current PCSO we were expecting a new officer to be allocated to Ardleigh. The council noted that no more 'meet and greet' sessions were planned.

Adv 22.160 Highways, Public Rights of Way (PRoW) and related issues

To flag any urgent issues noting that updates on new and ongoing matters relating to highways, public rights of way and related issues usually take place outside the meeting and should be reported direct to Highways <https://www.essexhighways.org/tell-us>. No action was proposed although the council noted that the ECC may reduce some services provided due to budget issues.

Adv 22.161 Amenities and Contracts

To receive updates and take decisions on Parish Council amenities and contracts including:

- **Council contracts and contractors.** Nothing to report.
- **Play and Exercise equipment- safety checks/ outstanding items (KT/RT/CS).** It was suggested that S106 monies held at TDC should be used to cover the cost of new fencing around the Millennium Green play area.
- **The Ardleigh Recreation Ground.** Nothing to report.
- **Cemetery / churchyard matters (JM/CM for safety checks, TB other matters). To note the proposed liaison with Church Warden regarding yew trees and other matters.** The council would meet with the PCC regarding their future plans including proposals to cut down/back the yew trees near to the church entrance as it is possible that the trees could be protected.
- **Millennium Green (MG) including Memorandum of Understanding.** Nothing to report.
- **Village Hall matters – To note any issues for the Parish Council resulting from the meeting of the Village Hall Trustees on 5th December 2022.** An additional radiator was needed in the Village Hall and as it forms part of the fabric of the building the council agreed to pay for this work.
- **Other Amenities and Open Spaces issues - To note the recent correspondence with Essex Wildlife Trust regarding wilder communities (see attached).** The council would consider the Essex Wildlife agreement and bring it to a future meeting for discussion. It was noted that there was little capacity to prioritise this at the present time.

The recent work at the crossroads had caused some damage to the green area including damaging a school flower box. If a councillor could forward photographs, it would be reported to Gigaclear.

Adv 22.162 Community projects, meetings and events and requests for support

- 22.162.1 **To update on any community initiatives, Methodist church building, Christmas plans, PACE Manningtree leaflets (www.pacemanningtree.co.uk), Ardleigh Church activities.** This topic would be given more time at the January council meeting with the option to apply to TDC to have the building registered as a community asset considered.

PACE would also be added to the January meeting agenda.

- 22.162.2 **To consider the grant applications received.** The one application received will be circulated after the meeting.

Adv 22.163 Parish Council Finance and Staffing

- 22.163.1 **To receive the Parish Council finance report and bank reconciliation at end November 2022 (see attachment).** This year's receipts (exc VAT) to date had been £92,241. Spend had been £60,652 (exc VAT). Bank holdings are £158,507 with £75,500 earmarked for various projects/known requirements.

- 22.163.2 **To approve payments to be made for Ardleigh Parish Council and Village Hall (see attachment).** These were approved together with £2834 for December salaries.

Planning Direct	£360.00
Ardleigh Village Hall	£25.00
Philip Liverton Ltd	£1,500.00
Adobe Acrobat	£15.17
SLCC membership	£177.00
Chair's allowance	£100.00
Cloudy IT	£163.92
Jill Hamblin Archivist	£154.71
DM payroll services	£84.00
DEHUM	£726.00
Gasway (Blue Flame) balance	£927.25
PC Josselyn oakview nurseries	£1,145.00
Gasway (Blue Flame) deposit	£305.75

- 22.163.3 **To consider the draft budget for 2023/24 and associated precept request (see attachment).** A paper outlining budget issues was noted with proposal to maintain Council Tax contributions at 2022-23 levels requiring some reduction in services or increased income and donations. Councillors would review the suggested budget and agree the final precept requirement at the January meeting.

Adv 22.164 Parish Council Policies

To consider signing up to the NALC Civility and Respect Pledge <https://www.nalc.gov.uk/our-work/civility-and-respect-project> and/or to adopt the NALC model policy on officer and member relations (see attachment). This would be considered at a future meeting.

Adv 22.165 Date of next meeting, meeting closure

The Council agreed to meet next on 9 January 2023, 7.30pm, Ardleigh Village Hall (with a remote link option for non-voting Councillors and members of the public).

Signed by Meeting Chair on