



ARDLEIGH PARISH COUNCIL

Minutes of the Meeting of Ardleigh Parish Council held on Monday 13 March 2023 at 7.30pm at Ardleigh Village Hall

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

**ALSO IN
ATTENDANCE** None.

23.037 Pre-election period

To note that the pre-election period (sometimes called purdah) runs until the local election is complete on 4th May. This was noted.

23.038 Apologies and reasons for absence

Apologies were received from Cllr Guglielmi (Essex County Council (ECC)).
Cllr Twine was also absent.

23.039 Public Participation relating to items on the agenda or other items of interest. None.

23.040 Declaration and Register of Interests. None declared.

23.041 Minutes of the last meeting of the Council held on 13 February 2023.

The Minutes were approved as a true record.

23.042 Planning

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.

[23/00263/FULHH](#) Bracpools Stores, Frating Road, Ardleigh CO7 7SY Proposed rear two storey extension with integral double garage and new front porch. The Council did not object to this application. Village Design Statement noted.

[23/00261/FULHH](#) White House, Jubilee Lane, Ardleigh, CO7 7RY Resubmission of 22/00809/FULHH for proposed outbuilding. The Council did not object to this application.

[23/00252/FUL](#) Crown Business Centre Old Ipswich Road CO7 7QR Proposed overflow car park. The Council did not object to this application.

[23/00241/FUL](#) Land to The South of Bromley Road and West of Chapel Lane CO7 7BJ Proposed change of use of agricultural land to use for dog walking and associated development. This application had been withdrawn.

[23/00208/FULHH](#) Ardleigh Grange Dedham Road CO7 7QB Proposed car port on existing garage. The Council did not object to this application.

[23/00285/FUL](#) Proposed change of use of agricultural land to enclosed field for private dog walking. Land South of Sunflower Cottage, Spring Valley Lane, Ardleigh, CO7 7SA. The Parish Council did not object to this application but would seek assurance that future building(s) would not be permitted on the land.

[23/00312/VOC](#) Variation of condition 1 of 22/00467/DETAIL to replace drawings Land North of Bromley Road, Ardleigh CO4 3JG. The Council did not object to this application.

[23/00315/WTPO](#) 2 No. Tree of Heaven - fell and treat stump. 4 The Limes, Ardleigh, CO7 7RW. The Council did not object to this application.

[23/00323/FUL](#) Proposed extension to existing retail shop Ardleigh Service Station Colchester Road Ardleigh CO7 7PA. The Parish Council would support this application if the two adjacent cottages would now not be demolished.

[23/00293/COUNOT](#) Prior Approval Application under Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed conversion of former cold store to dwelling. Morrow Lane Nurseries Morrow Lane Ardleigh Essex CO7 7NG. This was sent to the Parish Council for information only but Ardleigh Council would request that Tendring Council visit the site to ensure that all conditions are fully met and if not then a full planning application be required for consultation. A nearby application 22/00916/FUL was recently refused following objections from Highways and Heritage. It was felt that similar concerns would apply to this site and should be allowed to be aired before a decision was made.

Other/ Appeals To receive updates and consider comments to be made on other planning and related matters including appeals, licensing, minerals and waste and enforcement issues. There were none.

23.043 Other Planning and Infrastructure issues

23.43.1 ***Tendring/Colchester Borders Garden Community (and related issues)*** To receive an update on the Tendring Colchester Borders Garden Community. To receive an update on the Tendring Colchester Borders Garden Community the Joint Committee meeting 27 February. It was noted that the Clerk had attended the Joint Committee meeting and raised concerns on behalf of the Council. Key concerns include density of housing proposed for the Crockleford area and traffic implication for the Bromley Road (and beyond). It had been reported that the shortfall in funding for the A120/A133 link road would be found from developers which may impact on infrastructure-led approach required.

23.43.2 ***Neighbourhood Plan (and related issues)*** To update on progress regarding the Neighbourhood Plan. The Council has been informed that the Neighbourhood Plan will go to TDC Cabinet on 17 March and the consultation will take place after the election. Noted.

23.43.3 ***Pylons and Windfarms – To update on any developments.*** Cllrs Chris Whitfield and Carolyn Mason attended the recent public meeting at Holbrook hearing presentations for other projects that had successfully run cables offshore.

23.044 Highways, Public Rights of Way (PRoW) and related issues (including A12 diversions)

23.44.1 To receive an update on recent correspondence regarding A12 diversions, including with Sir Bernard Jenkin MP, and to consider further action. Despite the detailed evidential case made by a local resident, Essex Highways were refusing to change the diversion route. This would be discussed at the meeting with local MP, Sir Bernard Jenkin.

The Local Highways Panel meeting with Cllr Lee Scott, ECC (portfolio holder for Highways) was due to take place on 31 March. The Clerk would be invited.

23.44.2 To flag any urgent issues and updates on previous reports, noting that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct to Highways www.essexhighways.org/tell-us. The numerous broken and damaged signposts was commented on.

23.045 Parish Council Policies/Documents

23.45.3 To review and consider/ approve updates to the following. See www.ardleigh.website/formal-documents-for-all-current-documents.

- **Co-option policy**

The amended Co-option policy was adopted.

It was noted that the System of Internal Control and the Risk Management Strategy were last reviewed in March 2022. A further review would take place after the forthcoming elections.

23.046 Community projects, meetings and events and requests for support

23.46.1 To receive an update on the Community Showcase event and Annual Parish Assembly meeting held on 11 March. A report on the Community Showcase event was received. The event was well attended and the numerous stalls reflected the range of opportunities and groups in Ardleigh. Some people had volunteered for the three community ambitions projects that were flagged during consultation for the Neighbourhood Plan. These projects were: Community Hub, Improved Outdoor Facilities and Environment/Climate Change. The Council

agreed that these would be looked at again after the elections, starting with Environment/Climate Change where there were sufficient volunteers.

- 23.46.2 **To confirm the topics to be raised at the meeting with the MP for North Essex, Sir Bernard Jenkin, planned for 17 March.** The topics to be discussed at the meeting of the Parish Council with the local MP include A12 diversions, East Anglia Green pylon plans, Garden Community, the planning application for a large warehouse on agricultural land off Wick Lane, and the Neighbourhood Plan.
- 23.46.3 **To update on any developments regarding community projects and initiatives (eg Methodist Church, Volunteer Litter Pickers, Community Speedwatch).** The Methodist Church discussions would be delayed until after the elections but the Council recognised that there was no capacity to take this forward at this time.
- 23.46.4 **To consider establishing the Coronation celebrations committee as a Parish Council working group with Cllr Tim Barrott, and others, as members. To receive an update on the plans for Coronation celebrations including 'The Big Lunch' on Sunday 7 May and 'Big Help Out' volunteering opportunities on Monday 8 May.** The Council resolved to establish a working group to oversee the King's Coronation Village Celebrations.
- 23.047 Reports and Correspondence**
23. 47.1 **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. None.
- 23.47.2 **Councillors' reports** including reports of training or meetings attended. None.
23. 47.3 **Clerk's report** - To receive a report on key correspondence and tasks undertaken since the last meeting including delegated decisions (see attachment). This was received without any comments raised.
23. 47.4 **Police report** if available. None.
- 23.048 Parish Council Finance and Staffing**
- 23.48.1 **To receive financial reports and bank reconciliation at end February 2023 (attachment).** The financial statement as at 28 February 2023 showed the Council spend in year as £90,776 of which £7,569 is reclaimable in VAT refunds. Receipts were £96,888. Bank holdings were £138,107. It was noted that the planned spend of £1900 on play equipment repairs would need to be carried over into 2023/24 as the work will be undertaken in April.
23. 48.2 **To confirm the bills for payment for Parish Council and Village Hall (attachment) including payments already made using delegated authority and additional hours for the Clerk accrued since March 2022.** These were approved and authorised for payment. Salary payments and Village Hall payments not listed below were also approved.

Adobe Acrobat (Clerk's expenses)	£15.17
Ardleigh Village Hall	£25.00
Clerk's expenses	£22.95
Cloudy IT	£163.92
Cloudy IT	£901.20
Cemetery deposit	£300.00
Superfine fencing	£195.88
Playquip	£2,222.40
Cemetery Deposit	£265.00
Eurooffice	£124.73
MJS Systems	£60.00
Boxted Parish Council	£75.00
Councillor expenses- Showcase	£50.68
Archive expenses	£242.15
Chair's allowance	£100.00

23. 48.3 **To note Asset Register for the Parish Council (attachment).** This was noted.
23. 48.4 **To note interviews for the Deputy Clerk position planned for 15 March.** Noted.

23.049 Amenities and Contracts

- a) **Council contracts and contractors.** Nothing reported.
- b) **Play and Exercise equipment- safety checks/ outstanding items (KT/RT/CS).** To note the tasks completed by the handyman and the repairs to be completed by Playquip. These updates were noted as was the requirement to get quotes to replace the Millennium Green small play area fencing and seek the funds from TDC S106.
- c) **The Ardleigh Recreation Ground.** The weekly inspection sheets showed nothing new to repair.
- d) **Cemetery / churchyard matters (JM/CM for safety checks, TB other matters).** Planned burials were noted. Also noted - three graves would be levelled and turfed using deposits held.
- e) **Millennium Green (MG) (working within the Memorandum of Understanding).** None.
- f) **Village Hall matters – To note any issues for the Parish Council.** The Pre-school had requested a regular Wednesday afternoon booking for the summer term. The bowls club had confirmed that their last booking is 3rd April so the hall was available for the Pre-school summer term.
- g) **Other Amenities and Open Spaces issues –**
 - **To consider an approach to the replacement of trees removed and any additions (attachment).** The Council received the suggested tree replacements but as no budget identified for this work, costings would not be needed.
 - **To receive an update on queries relating to green spaces at Plains Farm and The Street.** The Council were liaising with TDC regarding responsibility for the maintenance of Plains Farm Close. The issue of vehicles parking with wheels on a grass verge on The Street may be resolved with the placement of white stones.

23.050 Judicial Review

- 23.50.1 **Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded during all or part of the discussion of this agenda item as the Council will be considering legal and contractual issues.** No press or public were present.
23. 50.3 **To receive an update on developments since the last meeting noting the website ‘agreed expiry date’ listed as 31 March 2023.** The Council noted a meeting suggested by TDC had not yet been scheduled.
23. 50.3 **To consider any further steps to be taken.** None decided.

23.051 Future meetings and meeting closure The next meeting was scheduled for 17 April 2023, 7.30pm, Ardleigh Village Hall (with remote link).

Signed by Meeting Chair on