



## ARDLEIGH PARISH COUNCIL

### Minutes of the Meeting of Ardleigh Parish Council held on Monday 17 April 2023 at 7.30pm at Ardleigh Village Hall

**PRESENT:** Cllr's Tim Barrott (Chair), Sally Bolingbroke, Jayne Marshall, Clive Salmon, Richard Talbot, Emma Thrower, Jonathan Waters, and Clerk, Rachel Fletcher (Minutes).

**ALSO IN ATTENDANCE** One member of the public.  
Cllr Chris Whitfield (on Teams).

#### 23.052 **Chair's Welcome.**

It was noted that this was the last meeting of the Council before elections. Several councillors were not re-standing. Sally Bolingbroke, Clive Salmon and Emma Twine were formally thanked for their service. Thanks were also noted to Neil Stock who was standing down as ward Councillor and leader of Tendring District Council (TDC).

The published list of nominated candidates was noted – 7 councillors would be elected unopposed leaving four vacancies which could be filled in accordance with the Council's co-option policy.

#### 23.053 **Apologies and reasons for absence**

Apologies were noted from Cllr Carolyn Mason  
County Councillor Carlo Guglielmi had also sent apologies.

#### 23.054 **Public participation session relating to items on the agenda**

A member of the public commented on the number of cars in the TDC Ardleigh Cross Roads car park which appeared to have been there, without moving, for weeks and were making it harder for residents to park. This should be raised with TDC.

There was also a comment about the ongoing disruption of the A12 night-time diversions which were felt to be having a negative impact on some residents' health. It was noted that a surgery was booked for 15 May with the ECC portfolio holder for Highways/

#### 23.055 **Declaration of Interests**

Cllr Talbot declared his trusteeship of the Millennium Green Trust.

#### 23.056 **Minutes of meeting held on 13 March 2023**

The minutes of the previous meeting were **approved** as a true and accurate record. Delegated decisions were noted.

#### 23.057 **Planning**

Applications published/ received/ validated and/or decided since the last meeting were noted. Comments on new applications and appeals were agreed as outlined below.

**Applications** See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. Weekly lists provided by Tendring District Council (TDC) are also sent to Councillors.

[23/00412/FULHH](#) Single storey side/rear extension, demolition of existing extension & conservatory, dormer windows and pergola. 12 Coggeshall Road Ardleigh CO7 7LP. The Council supported the application.

[23/00372/FULHH](#) Two storey side extension and alterations. Springwood Bromley Road Ardleigh CO7 7SG. The Council had no objection.

[23/00377/FULHH](#) Detached cartlodge, 2 storey rear/ front extension, internal alterations and single storey side extension. Blenheim Bromley Road CO7 7SF. The Council would seek a restriction such that there would not be a separate dwelling.

[23/00346/FUL](#) Change of use from commercial (Class E/B8) to tattoo studio (Sui Generis). 7 Mayfly Way Ardleigh CO7 7WX. The Council had no objection.

[23/00515/HHPNOT](#) Prior Approval Application for single storey kitchen/dining room extension. Hillside Cottage John De Bois Hill Ardleigh CO7 7PH. The Council had no objection.

[23/00463/COUNOT](#) Prior Approval Application for change of use of a barn from agricultural to a single residential dwelling. Harveys Farm Old Ipswich Road Ardleigh CO7 7QS. The Council had expressed concerns about two previous application at this site and continued to have concerns about the suitability of the very rural location for housing development.

[23/00330/DISCON](#) and [23/00375/DISCON](#) Discharge of various conditions relating to 20/01783/FUL. Systematic Business Park Old Ipswich Road Ardleigh CO7 7QL. The Council had no comment.

**Other/ Appeals** There was a brief discussion about two possible enforcement issues in the Old Ipswich Road area which had been referred to TDC.

An appeal at 31 Harwich Road was discussed and it was agreed that the Council would submit a strong objection.

### **23.058 Other Planning and Infrastructure issues**

23.58.1 ***Tendring/Colchester Borders Garden Community (and related issues)*** An update on the Tendring Colchester Borders Garden Community meeting held with Garden Community Planning Manager was given by Cllr Whitfield. It was noted that consultation was due to start around 15 May for six weeks.

Ardleigh Parish Council would prepare a response to the consultation during that period.

23. 58.2 ***Neighbourhood Plan (and related issues)*** The Neighbourhood Plan was approved by TDC Cabinet on 17 March and the consultation would start around 15 May for six weeks. See also above. Thanks were noted to everyone who participated in Neighbourhood Plan Working and Steering Group meetings over the past three years. The Plan which had been produced was a testament to the hard work and dedication of these individuals supported by Planning Direct.

23. 58.3 ***Pylons, Substations, Windfarms and related*** Updates were given on a number of current consultations and issues and it was agreed that the Parish Council would try to respond to them. Further details were available from the Essex Suffolk Norfolk Pylons group. Individuals and the Council were urged to object to the limited scope of a government review.

There was a discussion about Five Estuaries consultation. It was noted that North Falls would follow close behind. National Grid had provided one option for connection (to a substation and then on to pylons which had not yet been approved). National Grid had a further non-statutory consultation yet the windfarms seemed to be pushing ahead. The Council favoured an offshore grid and had consistently and strongly objected to proposed developments onshore which would profoundly impact upon Ardleigh.

### **23.059 Highways, Public Rights of Way (PRoW) and related issues (including A12 diversions)**

23.59.1 It was noted that meeting had been held with Cllr Scott- ECC portfolio holder and a further 'surgery' was booked for 15 May to discuss the issue further and with a view to changing the position of ECC that the default diversion route should be the A137 (and not A120/B1035).

23. 59.2 Two issues were flagged, a 'manhole' cover outside the post office and reports of burning on Highways land opposite the highways depot. Both should be reported direct to Highways with TDC environmental health to also be informed of the fires. It was reiterate that issues relating to highways, public rights of way and related should be reported direct [www.essexhighways.org/tell-us](http://www.essexhighways.org/tell-us)

### **23.060 Parish Council Policies/Documents**

23.60.1 ***Code of Conduct for Members*** It was **resolved** to adopt Local Government Association's (LGA) new Model Code of Conduct for Members with effect from May 2023.

23.60.2 ***Councillor Allowances.*** Publication of the report of the Parish Independent Remuneration Panel regarding allowances by Parish Councils in Tendring for the 2023-24 municipal year was noted. It was **resolved** to update the Ardleigh Parish Council Scheme of Allowances Paid to Councillors for 2023-4 onwards.

### **23.061 Community projects, meetings and events and requests for support**

23.61.1 An update was given on the meeting with the MP for North Essex, Sir Bernard Jenkin, which took place on 17 March and covered a range of topics of concern to and impacting upon Ardleigh. The agreed actions were discussed and an update would be sent by the Clerk to Sir Bernard's office.

23.61.2 The terms of reference for a **Local Events Working Group** made up of Councillors and members of the public were **approved**. An update on the plans for Coronation celebrations including licencing, risk assessment and insurance was given. The Chair agreed to be named on the Temporary Events Notice on behalf of the Council.

23.61.3 Community projects and initiatives including reports received (eg Volunteer Litter Pickers, Community Speedwatch, Police reports).

It was noted that a group litter pick would be taking place on Monday 8 May. Several regular litter pickers continued to take steps to keep Ardleigh litter free and reported their efforts to the Council using the online form.

## **23.062 Reports and Correspondence**

23.62.1 **District and County Councillor** Neither were present. A meeting had taken place between Cllr Guglielmi and the Chair and Clerk to update on current and outstanding issues.

23.62.2 **Councillors' reports** including reports of training or meetings attended. It was noted that the minutes of the recent Tendring District Association of Local Councils had not been circulated.

23.62.3 **Clerk's report** – The report on key correspondence and tasks undertaken since the last meeting including delegated decisions was noted.

## **23.063 Parish Council Finance and Staffing**

23.63.1 The draft end of year accounts, financial reports and bank reconciliation at end March 2023. Were received and noted. Thanks were recorded to Councillor Bolingbroke for the internal checks and reconciliations she had completed.

23.63.2 Bills for payment for Parish Council and Village Hall including payments already made using delegated authority were **approved**. Those for the Parish Council (excluding salaries) are listed below

Adobe Acrobat (Clerk's expenses)	£15.17
Ardleigh Village Hall	£25.00
Clerk's expenses	£38.81
Cloudy IT	£163.92
PPL PRS Ltd	£295.20
SLCC enterprises	£144.00
Npower	£155.11
BHIB	£985.44
superfine fencing	£90.00

23.63.3 The timetable for internal audit and for the Annual Accountability and Governance Review (AGAR) were noted with the full report and documentation to be considered at the May meeting. The draft accounting statement and variance report were received and noted.

23.63.4 Items in confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public were excluded during all or part of the discussion of the next agenda item as the Council was considering staffing issues.

23.63.5 To the appointment of Diane Bull as Deputy Clerk with effect from 9 May 2023 was **confirmed** including membership of Local Government Pension Scheme as per the confidential attachment.

Thanks were recorded to Karen Thompson who had stepped in to act as Deputy Clerk over the previous year.

## **23.064 Amenities and Contracts**

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

**a) Council contracts and contractors.** Floral displays. The withdrawal of the contractor for the planting of displays was noted. It was agreed to seek sponsorship for a scaled down display and to review how this might be delivered once the level of sponsorship was known.

It was noted that the Grass cutting season had started.

- b) Play and Exercise equipment- safety checks/ outstanding items (KT/RT/CS).** Some repairs were outstanding which were not completed before year-end. The cost (c£2,200) would be earmarked as a reserve for spending in 2023-4.
- c) The Ardleigh Recreation Ground.** It was noted that a memorandum of understanding with Ardleigh Cricket Club had been prepared and a meeting held to discuss.
- d) Cemetery / churchyard matters (JM/CM for safety checks, TB other matters).** A forthcoming Burial was noted.
- e) Millennium Green (MG) (working within the Memorandum of Understanding).** No issues raised.
- f) Village Hall matters** Issues raised included outstanding roof repair- a third quote had been received and work would be arranged. Finger guards to the doors were unreliable; alternative suppliers may need to be sought. A meeting of the Parish Council as Sole Trustee to the Village Hall would be arranged before July.
- g) Other Amenities and Open Spaces issues** An update was given relating to green spaces at Plains Farm Close following a meeting with TDC. It appeared that the land was owned by National Highways who would need to be approached.

## **23.065 Judicial Review**

- 23.65.1 *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.*
23. 65.2 The venue for a meeting was discussed.
23. 65.3 To consider any further steps to be taken- none at this stage.

## **23.066 Future meetings and meeting closure**

To confirm next meeting, which is the Annual Parish Council Meeting on 15 May 2023, 7.30pm, Ardleigh Village Hall (with remote link). The meeting closed at 8:55pm

Signed by Meeting Chair ..... on .....