

ARDLEIGH PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 9 MARCH 2020 AT THE VILLAGE HALL AT 7.30PM



PRESENT: Cllr Barrott (Chair),
Cllrs Bolingbroke, Fontaine, Marshall, Mason, Talbot, and Whitfield
Clerk – Rachel Fletcher

ALSO IN ATTENDANCE: Cllr Stock (Tendring District Council) was in attendance together with 20 members of the public.

20/035 Chairman's Welcome

The Chairman welcomed all those attending.

20/036 Apologies and reasons for absence

Cllrs Chase-Gardener and Thompson had sent apologies. and Cllr Guglielmi (Essex County Council) had also sent apologies.

20/037 Declaration of Interests

The requirements for declarations of interest and dispensations relating to any pecuniary or non-pecuniary interests had been circulated and were noted. No interests were declared relating to items on the agenda

20/038 Members of the public spoke about the following issues some of which are covered in more detail later in these minutes.

- Extinguishment of footpath 48
- Introduction of a Blue Badge parking space on The Street,
- Parking and access issues Gernon Road, Old Ipswich Road/ Turnpike Close
- Whether planning consent had been obtained for a building close to Blue Barns garage on Wick Lane
- The Tendring Local Plan and timetable/ anticipated outcome of Planning Inspection hearings.
- Use of Wick Lane by refuse collection vehicles including those not collecting on the Lane and exceeding the weight restriction. Difficulty reporting breaches of weight restrictions on roads across Essex.
- Background to village litter picks- previously arranged by Ardleigh Christians Together, encouraging all residents (including children) and businesses to minimise their own litter and consider picking up other people's.

20/039 Reports and Correspondence

20/039.1 District and County Councillors reports Cllr Stock was in attendance and was questioned about the Tendring Local Plan and a local access issue close to Gernon Road. He reported that Tendring Council was preparing for the impact of the Coronavirus/ Covid-19. Cllr Stock undertook to follow up the status of the planning application for Plains Farm Close which had been referred to the Planning Committee.

Cllr Guglielmi had provided a written report but was unable to attend in person as he was out of the country. He was continuing to follow up matters of concern remotely.

20/039.2 Clerk's report- a written report on key tasks undertaken since the last meeting was provided. The new website was now live www.ardleigh.website. Thanks were due to Vanessa Harvey for completing the transfer and set up of the new site.

20/039.3 Councillors reports there were no reports from Councillors nor reports of any meetings attended on behalf of the Council.

20/039.4 Police Report There was a written update on reported crime in Ardleigh - including a burglary on Harwich Road, theft of a motorcycle and damage to two vehicles on Fox Street. It was

reported by a member of the public that the police had been involved in a road traffic incident on Green Lane.

20/040 Minutes of the last meeting of the Council held on 10 February 2020

Councillors resolved to accept the minutes of the meeting as a true and accurate record

20/041 Planning

Applications: The following applications were considered. It was resolved to comment as follows.

20/00074/FUL [Proposed erection of a dwelling.](#) Land adjacent to Lamberts Chapel Lane Ardleigh CO7 7BJ

The Council had previously opposed an application on this site which was outside the settlement development boundary and close to a listed building. A further objection would be made.

19/01932/LUEX [Application for lawful existing use as Chinese \(hot food\) takeaway.](#) Ardleigh Fish and Chip Shop Colchester Road Ardleigh CO7 7NP.

This was supported by the Council as a valued local business and service to residents.

20/00159/FUL [Proposed new 3 bay garage.](#) The New Bungalow Turnpike Close Ardleigh CO7 7QW.

Concerns were expressed that this further application now included a detached building to house a gym. A restriction on residential use would be requested.

20/00158/OUT [Proposed erection of 3 No. Self Build single storey dwellings, ancillary outbuildings and change of use of land.](#) Land to South West of Ardleigh Bowls Club Colchester Road Ardleigh Essex CO7 7PQ

The Council objected to this application as it fell outwith the settlement development boundary, was on a busy road. Opposing the application would be consistent with the Council's response to similar applications

20/00082/FUL and 20/00083/LBC [Proposed internal and external alterations to form extended living area and annexe accommodation for use by the main dwelling along with single storey extension to form glazed walkway and demolition of existing courtyard wall with proposed chimney.](#) Orchard House Badliss Hall Lane Ardleigh CO7 7LX

This would return the property to a single dwelling which would be supported by the Council.

20/00007/OUT [Outline planning application with all matters reserved for a single story residential dwelling on land adjacent Woodland Lodge.](#) Woodland Lodge Spring Valley Lane Ardleigh CO7 7SD

Notwithstanding that the applicant wished to provide a retirement property on the site of their existing home the Council's position was to object to applications falling outside the settlement development boundary.

Decided Approvals: The Council noted the planning application decisions made by TDC on items with the following reference numbers- full details can be found on the TDC website [For information- full details can be found on the Tendring District Council web pages - https://www.tendringdc.gov.uk/planning/planning-applications](#)

19/01907/FUL; 19/01835/FUL; 20/00092/TCA; 20/00093/TPO; 20/00168/TCA

Refusals: 19/01879/OUT; 19/01740/OUT

Other, discharge of conditions: 19/01629/FUL; 20/00222/DISCON; 20/00261/DISCON; 20/00234/DISCON; 20/00207/DISCON; 20/00205/DISCON

Appeals None this month

20/042 Neighbourhood Plan

Draft terms of reference for a working group without delegated powers were considered and agreed in principle. An initial meeting of the group was set for 30 March and would be tasked with finalising the membership and terms of reference and requesting and then discussing

further details from Planning Direct and RCCE about their respective roles and expected timetable of a project plan for the Neighbourhood Plan work.

20/043 Parish Council Finance

20/043.1 The Parish Council Financial Statement as at end February 2020 was received and noted.

20/043.2 The following bills were approved for payment for the Parish Council.

CPRE countryside charity	£36.00
Cemetery deposit return	£265.00
EALC- training	£67.20
Clerk's Expenses	£35.33
Acetech Security (Village Hall refurb)	£5,520.00
Geoffrey Oatham (Village Hall refurb)	£5,200.00
Total	£13,639.67

20/043.3 It was **resolved** to confirm the bills below which are already paid by Direct Debit and to authorise the Clerk to set up direct debits for all utilities including water.

Information Commissioners Office
Affinity water supply to Cemetery
Eon - street lighting

It was **resolved** that basic salary and associated tax, national insurance and pension payments should be made monthly as per contractual requirements without separate authorising signatures each month. Such payments to be reported for information to the next available meeting and minuted. Continuous authorities were signed for the following with net pay, tax and national insurance amounts at the applicable rates at the time of the payments. The expected amounts for March 2020 are given below.

Net Salaries (Clerk and Village Hall Caretaker)	£1120.46
HMRC (Tax)	£127.00
Essex Pension Fund	£185.77
Total	£1433.23

20/044 Village hall

20/044.1 It was **resolved** to confirm the appointment of Sue Mutimer as Village Hall Caretaker with new job description and updated contract of employment based on National Joint Council for Local Government terms and conditions- including eligibility to access the Essex Pension Fund.

20/044.2 It was noted that the refurbishment work within the Village Hall funded by GCG Environmental Trust was close to completion including action to complete work identified in the Fire Risk Assessment such as a new fire alarm system and fire doors and improved internal and external security.

20/045 Parish Council Policies

The updated Asset Register was agreed. The Risk Register had been updated during the year and was recirculated for information only. The Councillor Co-option Procedure was agreed.

20/046 Pavement Parking

The Council discussed the Government Pavement Parking report. It was noted that there were ongoing parking concerns at several locations in and around Ardleigh. It was noted that Inconsiderate Parking Notices were available for the Council to use, if necessary, in partnership with the police. It was agreed that these could be used sparingly by named councillors (initially Cllr Fontaine) and reports submitted to the Neighbourhood Policing Team. The Council confirmed its support for the introduction of a Blue Badge space on The Street for use by a disabled resident.

20/047 Spring Clean

There was a discussion about the practical arrangements for the Great British Spring Clean due to take place on 4 April.

20/048 Public Rights of Way

Following representations from residents from Green Lane who attended the meeting the Parish Council agreed to support the extinguishment of Footpath 48, which has not been in use for many years (believed to be 40 years or more). Reasons included that there were suitable alternatives, so the path was not needed and road safety. If/when the order was made there would be an opportunity for public consultation.

It was noted that Tendring Ramblers had approached the Council to work together in identifying any issues with the public rights of way across the Parish. Councillor Fontaine agreed to be a liaison point.

20/049 Recreation, Play and Open Spaces and Millennium Green

Health and safety inspection reports were received.

20/050 Churchyard & Cemetery

An update on Cemetery matters was received, including the Councillor inspection report. There were no urgent health & safety repairs. It was noted that the Cemetery clear-up had taken place and that some feedback had been received about items removed from graves. Additional notices prior to further clear-ups would need to be considered, including asking people to remove items such as flowers which may appear to have faded to avoid future misunderstandings.

20/051 75th VE Day Commemoration Event

A verbal update from the VE75 event Working Group was received.

20/052 Meeting Closure & Date of Next Meeting including Annual Parish Assembly

The meeting closed at 21:40 and the next meeting date was confirmed as Monday 6 April. It was agreed that due to the uncertainty regarding the Coronavirus situation the Annual Parish Assembly would be postponed until further notice.

Signed by Meeting Chair on