

ARDLEIGH PARISH COUNCIL



Minutes of the Meeting of Ardleigh Parish Council held on Monday 15 January 2024 at 7.30pm at Ardleigh Village Hall.

PRESENT: Cllrs Tim Barrott (Chair), Helen Fontaine, Jayne Marshall, Carolyn Mason, Richard Talbot, Emma Thrower (from item 24.011) and Martin Whiteley

Officers, Clerk, Rachel Fletcher, and Deputy Clerk, Rachel Edwards (Minutes)

ALSO IN ATTENDANCE: 1 member of the public was present in person

24.001	Chair's Welcome The Chair welcomed everyone to the January meeting.
24.002	Apologies and reasons for absence Apologies were received from Cllrs Blyth and Waters. Apologies also received from Cllr Guglielmi and Cllr Fairley.
24.003	Public participation session relating to items on the agenda No issues were raised by members of the public
24.004	Declaration and Register of Interests and Dispensations Interests were declared by Cllrs Fontaine and Talbot as trustees of the Millennium Green Trust. It was noted that dispensations remained in place in respect of proposed pylons, substations, windfarms and for legal action relating to the food distribution centre. See Minute number 23.122 for full details.
24.005	Minutes of meeting held on 11 December 2023 The minutes of the meeting were approved as a true and accurate record. It was noted that the acronym VAS referred to Vehicle Activated Signs: acronyms should be written in full in future.
24.006	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. It was noted that, where appropriate, reference would be made to the Neighbourhood Plan policies/Village Design Statement when commenting on planning applications. See https://www.tendringdc.gov.uk/planning/planning-applications for current applications. It was noted that weekly lists provided by Tendring District Council (TDC) were sent to Councillors.
Applications	23/01716/COUNOT Prior Approval Application for change of use from restaurant (Class E) to single dwelling house (Class C3). Restaurant and Premises, Fox Street, Ardleigh CO7 7PP Councillors discussed the application in relation to the Neighbourhood Plan consultation as residents had expressed support for more restaurants in the village. Further discussion related to the potential for the site to more housing in the future and the unsuitability of the location for housing development. The Council raised no objection to a single dwelling but resolved to make comments on the application. 23/01758/FUL and 23/01763/FUL . Single storey side extension <u>and</u> new storage unit within the southwest corner of the existing workshop. The Pod, Old Ipswich Road, Ardleigh CO7 7QL

	<p>The issue of hedging being removed to facilitate development was discussed. The Council raised no objection or comments.</p> <p>23/01778/LUEX Application for an Existing Lawful Development Certificate for change of use to the permanent stationing of 7 mobile homes for occupation by agricultural workers, mid-Feb to mid-Nov. Holly Tree Nursery, Hungerdown Lane, Ardleigh CO7 7LZ</p> <p>23/01645/FUL Retention of six mobile homes for occupation of up to 24 seasonal workers. Wallings Nursery Ltd, 38 Harwich Road, Lawford, Manningtree CO11 2LS</p> <p>Both the above applications were discussed. Comments related to length of time employees would be on site, whether inspections would be undertaken to prevent issues/exploitation for potentially vulnerable workers and whether the number of workers living in each mobile home would be regulated and monitored. The Council resolved to comment on both applications raising these issues.</p> <p>23/01789/FUL Change of use of a commercial unit from Class E/B8 to a beauty clinic (Sui generis). 23 Mayfly Way, Ardleigh CO7 7WX The Council raised no objection or comments.</p> <p>23/01822/FULHH Erection of detached annex with veranda ancillary to host dwelling. Blenheim, Bromley Road, Ardleigh CO7 7SF</p> <p>The application appeared to constitute over-development of the site and that the annex ought not to be sold as a separate dwelling. The Council resolved to object and to request a condition that any annex must be ancillary to the main dwelling.</p> <p>Applications received since the date of the Agenda:</p> <p>ESS/59/23/TEN Continued use of the site for landfilling without compliance with Condition 1 and 2 of planning permission ref: ESS/30/16/TEN that was for the continued restoration of former quarry void by means of landfill to now allow for an extended time scale to complete reinstatement. Martells Landfill Site, Slough Lane, Ardleigh, CO7 7RU</p> <p>The Council requested further clarification from Essex County Council planning; any comments would be made using delegated powers following consultation with councillors.</p>
Other/ Appeals	To note or consider any other applications including enforcement issues. - None
24.007	Other Planning and Infrastructure issues
24.007.1	<i>Tendring/Colchester Borders Garden Community (and related issues).</i> It was noted the consultation has been re-opened on planning permission applications for compulsory purchase relating to the A120/A133 Link Road.
24.007.2	<p><i>Neighbourhood Plan (and related issues)</i> It was noted the Tendring District Council (TDC) would run consultation on the changes proposed by the examiner and other matters from 22 January for six weeks. For two weeks following that Ardleigh Parish Council could comment on any issues raised.</p> <p>It was noted that the Plan was submitted to TDC in December 2022 and to the examiner in June 2023. Councillors felt this process had taken longer than was acceptable The updates to the National Policy Planning Framework had also delayed matters. Councillors expressed their disappointment about the length of time taken.</p>
24.007.3	<p><i>Pylons, Substations, Windfarms and related</i></p> <p>The Council discussed a proposed submission to the East Anglia Study being undertaken by National Grid ESO (Electricity System Operator). More information can be found using this link: https://www.nationalgrideso.com/future-energy/projects/offshore-coordination-project/east-anglia-study</p> <p>This Agenda item was moved to follow 24.006 (before 24.007). Council resolved to agree to the proposed submission.</p>

	There was further discussion about the regional campaign to oppose pylons, substations and associated infrastructure and support for an alternative offshore grid and the lack of reliable data about the full costs and benefits including environmental impact. Issues raised included press coverage, meetings attended and that some landowners had received letters requesting access to land for tests and discussions.																								
24.008	Highways, Public Rights of Way (PRoW) and related issues																								
	Outstanding Highways matters would be discussed with the County Councillor outside the meeting. Question raised as to why the only part of The Street repaired was around the drains. Other planned work had been delayed. Reports should be made direct to www.essexhighways.org/tell-us .																								
24.009	Community Projects and assets																								
24.009.1	Community Projects and Initiatives To receive updates on any developments including reports received. - No reports. There would be an APACE (Ardleigh Practical Actions on Climate and Environment) meeting on 25 January 2024 at 7pm, Ardleigh Village Hall.																								
24.009.2	First Aid/ Defibrillator Feedback from the training in November 2023 related to access to the code and potential for a further defibrillator in the village. Community Heartbeat Trust (CHT) did not want the code on the defibrillator case. Other options could be considered. Availability/ necessity of children's defibrillator pads was questioned. CHT previously stated it was not advisable to have them. Siting a second unit was discussed in terms of location and cost. Councillors were asked to bring proposals forward for consideration at a future meeting.																								
24.010	Reports and Correspondence																								
24.010.1	District and County Councillor reports To receive verbal updates from those present. Any written reports received from District and County Councillors were emailed to members. - Councillors not present. The acronym VAS used in the minutes last month relates to Vehicle Activated Speeding signs.																								
24.010.2	Councillors' reports including reports of training or meetings. - None.																								
24.010.3	Clerk's report – The report was noted by the Council. Deputy Clerk, Steve Roberts had decided to step down from the temporary role due to personal reasons. Policy Reviews were underway and would be brought to Council at upcoming meetings.																								
24.011	Parish Council Finance and Staffing																								
24.011.1	Financial reports to 31 December 2024 were received and accepted .																								
24.011.2	The following payments were approved plus salaries including HMRC and pension contributions. Bills for payment for the Village Hall were also agreed. <table border="1"> <tr> <td>Acetech security</td><td>£222.00</td></tr> <tr> <td>Society of Local Council Clerks</td><td>£188.00</td></tr> <tr> <td>Deputy Clerk expenses (RE)</td><td>£17.12</td></tr> <tr> <td>Ardleigh Village Hall</td><td>£22.50</td></tr> <tr> <td>Cloudy IT</td><td>£163.80</td></tr> <tr> <td>Superfine fencing</td><td>£45.00</td></tr> <tr> <td>Clerks expenses</td><td>£27.09</td></tr> <tr> <td>Jill Hamblin (Archivist)</td><td>£64.13</td></tr> <tr> <td>Philip Liverton Ltd</td><td>£1,500.00</td></tr> <tr> <td>Adobe (Clerks exp)</td><td>£19.97</td></tr> <tr> <td>DM Payroll Services Ltd</td><td>£84.00</td></tr> <tr> <td>Tim Barrott (chair allowance)</td><td>£100.00</td></tr> </table>	Acetech security	£222.00	Society of Local Council Clerks	£188.00	Deputy Clerk expenses (RE)	£17.12	Ardleigh Village Hall	£22.50	Cloudy IT	£163.80	Superfine fencing	£45.00	Clerks expenses	£27.09	Jill Hamblin (Archivist)	£64.13	Philip Liverton Ltd	£1,500.00	Adobe (Clerks exp)	£19.97	DM Payroll Services Ltd	£84.00	Tim Barrott (chair allowance)	£100.00
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24.011.3	Cottage Landscapes	£2,880.00
	<p>The Council considered and discussed the revised budget including clarification of costs for amenities and grass cutting contracts, footway lighting, subscriptions, training, and salaries. Cllr Whiteley noted the lighting bill tariff was an non-metred/ out of contract tariff and would investigate it in conjunction with the Clerk.</p> <p>Cllr Thrower joined the meeting at 8.35pm.</p> <p>At Council request, the Clerk had prepared the revised budget using conservative estimates of future spend and favourable income projections. There was therefore potential that the council may reach a financial position that required use of reserves. This could lead to a larger increase in the precept for the financial year 2025-2026. The Council noted this information.</p> <p>The Council resolved to accept the budget made up of total receipts £130,077, total payments of £132,008 (including £2000 from earmarked reserves for floral displays).</p>	
24.011.4	<p>To confirm precept requirement for 2024-25 (see attachment)</p> <p>The Council resolved to agree a precept request of £81,077. This represented an increase of 5% in the Parish Council's element of household council tax bills and equated to £70.13 per annum for Band D, up £4.35 per year for each such household. Proposed ET Seconded CM.</p>	
24.012	Amenities and Contracts	
	<p>To receive updates and take decisions on Parish Council amenities and contracts including:</p> <p>a) Council contracts and contractors None</p> <p>b) Play and Exercise equipment - Play equipment repairs must be identified and quotes requested. Input may be needed from councillors.</p> <p>c) The Ardleigh Recreation Ground - Reports of dog waste being on Recreation Ground and Millennium Green. The dog warden could be notified. To be mentioned in the Ardleigh Advertiser.</p> <p>A community tidy up & litter pick would be arranged for 24 February at 10am. This would be advertised in the Ardleigh Advertiser.</p> <p>d) Cemetery/churchyard matters - Christmas wreathes and other items need to be cleared. This had been arranged for 26 February at 2pm. It would be advertised in the Ardleigh Advertiser.</p> <p>A headstone that needed repairs had been reinstated in an unsafe manner. It would be mentioned in the Ardleigh Advertiser.</p> <p>e) Millennium Green - No comments</p> <p>f) Village Hall matters – It was noted that an outstanding roof repair would be actioned; a quote had been obtained but work delayed waiting for warmer, dryer weather a further leak above the storeroom needed to be addressed at the same time. A further quote had been obtained suggesting that all roof tiles above the changing rooms may need to be replaced. This situation to be explored in conjunction with Cllrs Whiteley and Mason who were investigating energy costs savings using solar panels. Solar panels and roof repairs could be linked. Electric Vehicle charging 'Charge My Street' needed 50% match funding so would not be pursued. Tendring District Council may consider a charging point in their village car park.</p> <p>g) Other Amenities and Open Spaces issues - No comments</p>	
24.013	Parish Council Governance and Policies	
24.013.1	<p>Proposal to add the following clause to the Biodiversity Policy in relation to hedge cutting: <i>Hedge cutting will take place outside of the bird nesting season. (Beginning of March to end August unless the hedge constitutes a health and safety issue, for example: a hedge overhanging a public</i></p>	

	<p><i>footpath which might force pedestrians into the road; a roadside hedge which restricts visibility of road users.</i></p> <p>The Council agreed to add the clause to the policy.</p> <p>The Policy would be circulated to contractors.</p>
24.013.2	To review or update decisions/ actions taken regarding biodiversity in the Parish. - No comments.
24.014	Judicial Review
24.014.1	<i>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.</i>
24.014.2	Several councillors planned to attend the oral permissions hearing in London on 29 February 2024. The Council's barrister had worked with the Clerk to finalise the documentation and liaise with the other parties.
24.014.3	Further fund raising would be needed should permission for a full hearing be given. An earmarked reserve had been set up should costs be awarded against the Council.
24.015	<p>Future meetings and meeting closure</p> <p>To confirm the scheduled next meeting on Monday 12 February 2024, 7.30pm, Ardleigh Village Hall (with remote link).</p> <p>Meeting closed at 9.16pm</p>

Signed by Meeting Chair.....On.....