

# ARDLEIGH PARISH COUNCIL



**Minutes of the Meeting of Ardleigh Parish Council held  
on Monday 12 October 2020 at 7.30pm by remote Zoom link**

**PRESENT** Cllr Tim Barrott (Chair), Cllrs Sally Bolingbroke, Lynda Chase-Gardener, Helen Fontaine, Jayne Marshall, Carolyn Mason, Rikki Talbot., Keith Thompson Chris Whitfield. Clerk- Rachel Fletcher

**ALSO IN ATTENDANCE** Cllr Carlo Guglielmi Essex County Council (ECC), two members of the public also in attendance

**20/167 Chair's welcome and outline of proceedings on Zoom**

The Chair welcomed those attending.

**20/168 Apologies and reasons for absence**

None

**20/169 Declaration of Interests**

Cllr Bolingbroke declared an interest in 20/172 application 20/01142/FUL. Cllr Fontaine declared an interest in application 20/01356/TCA

**20/170 Public participation session relating to items on the agenda or other matters of mutual interest**

One member of the public provided further information in relation to planning applications **20/01247/FUL** and **20/01248/LBC** The other member of the public did not wish to speak.

**20/171 Minutes of the last meeting of the Council held on 14 September 2020**

These were confirmed as a true and accurate record of the meeting

**20/172 Planning**

The following comments were made on planning applications.

**Applications**

**20/01243/FUL** [Proposed conversion of existing outbuilding into a single 2-bedroom dwelling.](#) and **20/01244/LBC** [Proposed conversion of existing outbuilding into a single 2-bedroom dwelling.](#) Good Hall Coggeshall Road, Ardleigh CO7 7LR

**20/01247/FUL** [Proposed conversion of barn into a dwelling.](#) and **20/01248/LBC** [Proposed conversion of barn into a dwelling.](#) Bloomfields Farm Wick Lane Ardleigh CO7 7RF

**20/00943/FUL** [Proposed conversion of barn to 1 no. 3-bed and 2 no. 4-bed dwellings alongside the creation of gardens, parking provision and a new vehicular access.](#) Newlands Nursery Slough Lane Ardleigh CO7 7RU Defer

The above three applications were considered together because of similarities between them as agricultural/ farm buildings applying to convert to housing.

It was noted, on the one hand, that all of the proposed developments were outside the settlement development boundary, that there is no requirement to build more properties in Ardleigh within the plan period., and that our community feel that Ardleigh is being overdeveloped and the infrastructure can't cope with more people.

On the other hand it was noted that the buildings were already in place and two of them were listed, that there was an need to maintain redundant buildings especially those of historic significance and that such buildings needed a purpose that although TDC's policy would prefer continued agricultural use, if not possible, each should be considered on its merits.

It was **resolved** that further information/ visits to all three properties would be sought and proposed comments considered by email. The Clerk would then submit comments on behalf of the Council, under delegated powers, following email confirmation by a majority of Councillors.

**20/01269/FUL** [Proposed rear single storey extensions to the kitchen and restaurant.](#) Wooden Fender Colchester Road Ardleigh CO7 7PA The Council supported the application and noted that the business had been important during lockdown.

**20/01142/FUL** [Erection of 4 no. detached 1.5 storey dwellings \(variation to previously](#)

[approved application 20/00498/FUL for 4 detached bungalows](#)). Mount View Fox Street Ardleigh CO7 7PS The Council supported this application to change from bungalows (with existing planning permission) to chalet bungalows.

**20/01123/FUL** [Proposed two storey extension](#). Vale View Farm Crown Lane South Ardleigh CO7 7PL The Council supported this application

**20/01187/LUPROP** [Proposed loft conversion with rear dormer and front facing roof lights](#). 4 Aveline Road Ardleigh CO7 7NT This application was for information only.

**20/01356/TCA** [1 Flowering Cherry - Remove 3 remaining branches](#). 3 Chapel Cottages Colchester Road Ardleigh CO7 7NP The Council agreed to consider this application which had been received too late to be included on the agenda. The Council supported the application.

**Other** There were no appeals or other planning matters to be considered.

**Decisions** Planning decisions confirmed since the last meeting were noted. Full details could be found on the Tendring District Council web pages <https://www.tendringdc.gov.uk/planning/planning-applications> weekly updates were forwarded to members and were available online. - ,

**20/173** **Tendring Local Plan, North Essex Garden Communities and A133/ A120 Link Road**  
It was noted that a meeting had taken place with Elmstead Parish and Wivenhoe Town councils to discuss matters of mutual interest relating to the Link Road and the Garden Communities project- which was now referred to as Tendring Colchester Borders (TCB) project. At the meeting it was suggested that comments should be made on the forthcoming application for planning permission for the Link Road as well as for the major modifications to the local plan. It was noted that the Council had submitted comments on the major modifications emphasising the desire to be included in ongoing community engagement.

Cllr Guglielmi reported that he would be the lead representative from Tendring District Council on the TCB project and was committed to ensuring high levels of transparency and community engagement; including with local Parish Councils and residents' groups. A key opportunity to influence the future development would be as the development plan documents (DPDs) were drafted. It was noted that most of the housing was expected to be in Tendring, initially, there would ultimately be an equal allocation between Colchester and Tendring. There were a number of options for stewardship of the new community and management of new community assets. This could include a new Town/ Community Council in due course.

**20/174** **Reports and Correspondence**

**20/174.1** **District and County Councillor and Police reports** This item was an opportunity to receive verbal updates from those present and to note any key items from reports received from District and County Councillors the police and other key organisations (which continued to be forwarded to members).

**County Councillor** Cllr Guglielmi had circulated a written report, the following ongoing/ additional matters were noted.

- The ECC planning manager responsible for Martells quarry had been asked to respond directly to the Council in relation to the comments discussed at the previous meeting.
- After more than 18 months wait a blue badge parking space had been created on The Street following an application from a resident.
- A site visit had been held at Old Ipswich Road to look at issues including verges, pavements and fly tipping. ECC had subsequently confirmed that clearing the pavement was not considered a priority.
- Flooding close to the Jubilee Café had worsened.
- Lighting at the Highways Salt dome had not yet been satisfactorily addressed.

**Police** A very brief written report from the Police had been received. There was a reminder that police would be running a 'Street meet' on 17 October outside St Mary's church.

**20/174.2** **Clerk's report**

A written report on key correspondence and tasks undertaken since the last meeting was

noted. There were no emergency decisions to ratify. It was noted that an Instagram account had been proposed to improve engagement with the Neighbourhood Plan. It was agreed that the Clerk should have overall control of the account and moderate if required.

**20/174.3 Councillors' reports**

A verbal update was given by Cllr Marshall on the Tendring District Association of Local Councils meeting held on 24 September.

**20/175 Neighbourhood Plan**

A verbal update was given on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Groups which continued to meet regularly. It was noted that the groups had been working on a fuller consultation questionnaire with support from Planning Direct following the analysis of the first survey. It was hoped that the questionnaire would be launched in November and would run in to new year.

**20/176 Health and Safety/ Recreation, Play and Open Spaces, Millennium Green**

Verbal reports were given, safety checks had been completed and all was in order with the exception of items noted below. It was noted a bolt was missing on one of the swings in the Colchester Road Play area-repairs had been requested. On the Millennium Green, a swing was missing and gate repair outstanding.

The wildflower area had been mowed. It was hoped to replace broken apple trees with acers with support from a local company. Cllr Thompson would follow this up.

**20/177 Community Projects and requests for support**

20/177.1 Updates were given local community projects and events including

- Police Street Meet due to take place on 17 October.,
- Keep Ardleigh Litter Free. It was reported that in September 28 hours of picking had been reported involving 18 people.
- Remembrance day plans were underway for an outdoor service in the grounds of the church. In addition the Parish Council would contribute to a virtual Tendring service in the form of a video of Cllr Barrott laying a wreath.

20/177.2 It was noted that requests for financial support from local/ charitable groups were received and considered from time to time. There was a brief discussion about whether a more structured process was needed, with policy and deadlines for applications. It was agreed to continue with ad hoc arrangements for the time being.

20/177.3 A request for financial support from Age Concern, Colchester and North East Essex was considered. It was noted that this appeared to be a standard request without specific benefit to Ardleigh residents. It was agreed that the Council did not feel able to support the request at this time.

**20/178 Highways, Public Rights of Way and related issues**

Cllr Fontaine reported that footpath No 7 from Green Lane to the railway, had been very overgrown for a long time and had recently been cleared in a somewhat haphazard fashion by ECC contractors.

It was noted that other local footpaths appeared to be passable partly as a result of increased use during lockdown.

Hedges which were obstructing the footpath between Wooden fender and Thoroughgoods had been cut back for an additional charge by the Council's contractors.

Concerns continued that Blacksmiths Lane was overgrown causing street lighting to be obscured. This had been reported to ECC. It was agreed that this should be raised with ECC again and Cllr Guglielmi copied in.

**20/179 Churchyard & Cemetery**

Safety checks had been completed and a report submitted. It was noted that the Cemetery was looking good, but that space and vacant plots were becoming very limited.

Work had been started on the day of the meeting on trees in the churchyard following the annual tree survey.

**20/180 Parish Council Finance and Staffing**

20/180.1 The Parish Council Financial Statement and bank reconciliation at end September 2020 was noted

20/180.2 The following bills were approved for payment on behalf of the Parish Council.

**Parish Council**

Essex and Herts Air Ambulance	£500.00
Ardleigh Advertiser	£58.00
Philip Liverton Ltd	£310.80
JF Tree specialists	£816.00
Hunnaball Memorials	£234.00
Clerk's expenses- drop box	£10.00
Clerk's expenses telephone/ mileage	£24.78
Superfine fencing (handyman)	£300.00
Oakview nurseries	£861.12
Eurooffice	£38.02
Eon street lighting	£147.39
<b>Total</b>	<b>£3,300.11</b>

**Salaries (including pension, additional hours for Clerk, HMRC)**

<b>Total</b>	<b>£2,513.95</b>
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20/180.3 It was noted that the Clerk's annual review was expected to take place before the next meeting. Changes to the government furlough arrangements were noted which may be relevant to the Village Hall.

**20/181 Parish Council Policies**

None this month

**20/182 Ardleigh Village Hall**

A written update from the Village Hall Management Committee was noted together with the financial statement to 30 September 2020 and a second revised budget/ forecast. The budget was based on modest fee increases and assumed that a range of bookings would resume in January. Even with reduced usage there were fixed costs which could not be cut and a deficit at the end of the year, despite receiving the government's Business Support Grant, was anticipated.

Ardleigh Pre-school continued to be the only users as a decision had been made to close to other hirers in order to be confident in the safety of the hall, and the Covid-secure systems which had been put in place.

The garden area remained closed with quotes for improvements awaited. It was noted that it was unlikely that the garden would be available to use until Easter. In the meantime, the Pre-school were able to make use of facilities on the Millennium Green.

It was noted that safety tests including fire alarms and fridge temperature tests had been completed and that other maintenance was ongoing including further repairs to roof flashing following a leak.

**20/183 Meeting Closure, Date of next meeting**

Time of closure 8.53pm. Next scheduled meeting Monday 9 November 2020, 7.30pm.