

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

You are hereby summoned to attend the Meeting of Ardleigh Parish Council to be held on Monday 6 April 2020 by remote Zoom link commencing at 7.30pm for the purpose of transacting the business as set out in the Agenda. The link to the Zoom meeting will be emailed to members before the meeting.

Rachel Fletcher - Clerk
Dated 1 April 2020

Rachel Fletcher

20/053 Chairman's Welcome

To confirm that this meeting will focus on urgent business and agree arrangements to delegate powers and decisions to allow for the smooth running of the Council and for timely decision making during the Covid-19 pandemic.

To outline the expectations for speaking and voting at the meeting using Zoom.

20/054 Apologies and reasons for absence

20/055 Declaration of Interests

To confirm the requirements for declarations of interest and dispensations and to receive any pecuniary or non-pecuniary interests relating to items on the agenda.

20/056 Public participation session relating to items on the agenda or other matters of mutual interest

This item is suspended pending updated guidance from the Secretary of State on public participation at meetings as a result of the Coronavirus Act 2020. Members of the public are asked to email their questions and comments to the Council in advance of the meeting.

20/057 Delegation of decisions

To consider extending the delegation of Council decisions to the Clerk during the period of restricted activity in respect of the Covid-19 pandemic. Such delegation to enable to Council to fulfil its responsibilities and carry out its functions.

20/058 Reports and Correspondence

20/58.1 To confirm that regular reports received from District and County Councillors or the police, plus key updates from other organisations will be forwarded to members by email.

20/58.2 **Clerk's report-** To receive a report on key correspondence and tasks undertaken since the last meeting including ratification of emergency decisions including closure of play areas and exercise equipment.

20/059 Minutes of the last meeting of the Council held on 9 March 2020

Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings of the meeting (see attachment).

20/060 Planning

Applications and appeals

To provide comments on the applications below and any others published on the TDC planning portal <https://www.tendringdc.gov.uk/planning/planning-applications> which cannot be deferred.

20/00359/OUT 17 Coggeshall Road Ardleigh Colchester Essex CO7 7LP

[Construction of three detached dwellings.](#)

20/00007/OUT Woodland Lodge Spring Valley Lane Ardleigh Colchester Essex CO7 7SD

[Outline planning application with all matters reserved for a single storey residential dwelling on land adjacent Woodland Lodge.](#)

20/00401/TPO Ash Lodge Mary Warner Road Ardleigh 7RP

[1 No. Maple - Trim overhanging branches on Forge Court.](#)

20/061

To discuss how feedback on applications and appeals will be gathered by the Clerk to inform comments made on behalf of the Council. To consider the proposal that comments will be

submitted not less than one week after details of the application have been circulated to members.

Decided To note that full details of all applications and decisions can be found on the Tendring District Council web pages - <https://www.tendringdc.gov.uk/planning/planning-applications>, weekly updates received will be forwarded to members. Individual decisions will not be reported to meetings until further notice.

Approvals

Refusals

discharges of

conditions

20/062

Parish Council Finance

20/043.1 To receive the Parish Council Financial Statement and draft end of year accounts as at end March 2020 (see attachment).

20/043.1 To confirm that the Clerk will prepare for internal audit and AGAR recognising that some processes may change in light of current circumstances. To confirm appointment of internal auditors, Heelis and Lodge at a cost of £260.

20/043.2 To approve the bills for payment for Parish Council and Village Hall (see attachment), with agreement that email confirmation rather than hand written signatures are acceptable to allow payments to be made.

20/043.3 To confirm arrangements to pay future bills received during periods between Council meetings including obtaining email agreement of Chairman and Vice Chairman (or in their absence any two councillors) to enable payments to be made by the Clerk.

20/063

Neighbourhood Plan

To update on progress and confirm whether preparation work will continue remotely during shutdown period.

20/064

Village Hall

20/044.1 To receive an update on Village Hall matters. Noting that the Village Hall is closed; the Caretaker is undertaking regular checks and CCTV is checked remotely; the Village Hall committee will not be meeting separately at the present time; the refurbishment work has been completed and grant funds received. To confirm that an application for Business Rates Relief/ Business Support Grant will be submitted.

20/065

Covid-19 issues and community response

To receive and update on current issues including using Ardleigh Advertiser to circulate important updates and support for the Dedham and Ardleigh Helpline. To identify other areas where Parish Council support may be required.

20/066

Health and Safety-Recreation, Play and Open Spaces, Millennium Green

To confirm that checks on condition of play areas and equipment will continue where practicable with reports to be forwarded to the Clerk by email or post. Urgent health and safety concerns to be brought to the attention of the Clerk or Chairman without delay

20/067

Churchyard & Cemetery

To receive an update on Cemetery matters including to note that changes to operations may be required in the light of the Covid-19 pandemic.

20/068

Meeting Closure, Date of next meeting

Next scheduled meeting Monday 11 May 2020.