

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

You are hereby summoned to attend the Annual Meeting of Ardleigh Parish Council to be held on Monday 11 May 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 6 May 2020

Rachel Fletcher

Outgoing Chairman's Welcome

To outline the expectations for speaking and voting at the meeting using Zoom- all attendees to be muted at the start of the meeting.

20/069 To elect a Chair

20/070 To receive the Chairman's Signed Declaration of Office and new Declarations of Office for all Councillors

20/071 To elect a Vice Chair

20/072 Apologies and reasons for absence

20/073 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.

20/074 Public participation session relating to items on the agenda or other matters of mutual interest

There will be 15 minutes available for question time, if required. At the close of this item; members of the public will no longer be permitted to address the Council. Members of the public wishing to speak should raise their hand to be unmuted.

20/075 Council Roles

To appoint Councillors to the following roles of responsibility:

- Colchester Road Play Area health & safety inspections
- Recreation Ground & Millennium Green inc play/fitness area health & safety inspections
- Churchyard and Cemetery health & safety inspections
- Cemetery Management
- Footpaths and Public Rights of Way
- Landfill Site Liaison
- Quarry Liaison
- TDALC

To discuss whether any other roles could be allocated.

20/076 Reports and Correspondence

20/76.1 District and County Councillor and Police reports

To receive verbal updates from those present and confirm that regular reports received from District and County Councillors or the police, plus key updates from other organisations continue to be forwarded to members by email.

20/76.2 Clerk's report- To receive a report on key correspondence and tasks undertaken since the last meeting including ratification of emergency decisions.

20/077 Minutes of the last meeting of the Council held on 6 April 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).

20/078 Covid-19 issues and community response

To receive an update on current issues including Ardleigh Advertiser; support for the Dedham and Ardleigh Helpline; support for shielded residents. To identify other areas where Parish Council support may be required.

- 20/079 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.
- 20/00173/FUL** Goodhall Farm Coggeshall Road Ardleigh CO7 7LR [Retrospective planning consent to use existing steel framed general purpose agricultural building \(19/00354/AGRIC\) to accommodate livestock.](#)
- 20/00390/LBC and 20/00389/FUL** Chilvers Cottage Lodge Lane Ardleigh Colchester Essex CO7 7RD [Proposed demolition of existing sun room/conservatory, construction of new pitched roof extension together with additional roof lights. Re roofing of property and replacement roof felt.](#)
- 20/00531/TCA** Little Court Harwich Road Ardleigh CO7 7LB [1 No. Sycamore - Prune 2 vertical stems, remove stem leaning across the boundary](#)
- 20/00494/TCA** 20 Chapel Croft Ardleigh CO7 7TQ [1 No Prunus Cerasifera -Fell. 1 No. Viburnum Bush - Top to 8ft](#)
- 20/00486/TCA** 3 St Marys Agnes Mews The Street Ardleigh CO7 7NW [Fell tree.](#)
- 20/00483/TCA** 17 Church View Ardleigh CO7 7TG [1 No. Larch - Fell](#)
- Decided Approvals Refusals discharges of conditions** To note planning decisions confirmed since the last meeting. 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 are forwarded to members and are available online.
- 20/080 Parish Council Finance**
- 20/080.1 To receive the Parish Council Financial Statement as at end April 2020 (see attachment).
- 20/080.2 To approve the bills for payment for Parish Council and Village Hall (see attachment) including payments already made under delegated powers. Email confirmation from signatories rather than handwritten signatures are acceptable to allow payments to be.
- 20/081 Neighbourhood Plan**
 To agree the proposed terms of reference for the Neighbourhood Plan Working and Steering Groups (see attachment) and receive an update on progress since the last meeting.
- 20/082 Village Hall**
 To receive an update on Village Hall matters including any matters needing the input of Trustees as the Village Hall committee will not be meeting separately while the hall is closed.
 To confirm that an application for Business Rates Relief/ Business Support Grant of £10,000 was successful.
- 20/083 Health and Safety-Recreation, Play and Open Spaces, Millennium Green**
 To confirm that while equipment remains closed, checks on condition of play areas and equipment will continue where practicable with reports to be forwarded to the Clerk by email or post. To note any Health and Safety concerns
- 20/084 Churchyard & Cemetery**
 To receive an update on Cemetery matters.
- 20/085 Parish Council Policies**
 To confirm that all existing policies including Standing Orders, Financial Regulations, statement of internal control remain in force.
 To identify policies to be reviewed over the forthcoming months.
- 20/086 Meeting Closure, Date of next meeting**
 Next scheduled meeting Monday 8 June 2020.