

# 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 14 December 2020 by remote Zoom link commencing at 7.30pm for the purpose of transacting the business as set out in the Agenda.**

Rachel Fletcher - Clerk  
Dated 9 December 2020

*Rachel Fletcher*

Link to join the Zoom Meeting via **internet**

<https://us02web.zoom.us/j/82714008763?pwd=VFVpeEdVU0ZJTjc4KytGdjZbHhZdz09>

Meeting ID: 827 1400 8763 Passcode: 874907

Members of the public wishing to attend by **telephone** should contact the Clerk [ardleighpc@gmail.com](mailto:ardleighpc@gmail.com)

- 20/202 Chair's welcome and outline of proceedings on Zoom**  
To note resignation received since the last meeting of Cllrs Chase-Gardener, Fontaine and Thompson and confirm next steps for co-option to vacancies in January 2021.
- 20/203 Apologies and reasons for absence**
- 20/204 Declaration of Interests**  
To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.
- 20/205 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.
- 20/206 Minutes of the last meeting of the Council held on 9 November 2020**  
To agree the minutes of the last meeting as a true and accurate record (see attachment).
- 20/207 Planning**  
To comment on the applications below and others published/ received which cannot be deferred
- Applications** **20/01678/OUT** [Proposed development of up to 90 dwellings, including affordable homes, with areas of landscaping and public open space, including points of access and associated infrastructure works.](#) Plains Farm Plains Farm Close Ardleigh CO7 7QU
- 20/01644/TPO** [No. Ash - Fell as is diseased.](#) The Pippins Waterhouse Lane Ardleigh CO7 7TE
- 20/01615/TCA** [No. Robinia - reduce over extended branches to reduce asymmetry by around 1 - 1.5 metres. 1 No. Maple - Crown lift from a 2 metre clearance to around 3 metres. No branches require removal as tip reductions will achieve the lift.](#) Holmesdale The Street Ardleigh CO7 7LD
- 20/01598/FUL** [The construction of an outdoor swimming pool with heat pump and shed to house pool equipment.](#) Good Hall Coggeshall Road Ardleigh CO7 7LR
- 20/01507/FUL** [Proposed single storey extension and associated alterations and demolition of existing garage and store.](#) 20 Harwich Road Ardleigh CO7 7LT
- 20/01674/FUL** and **20/01675/LBC** [Proposed single storey rear extension.](#) & [Proposed single storey rear extension.](#) Beaumaris Dead Lane Ardleigh CO7 7QD
- 20/01622/DETAIL** [Approval of reserved matters for outline application 19/01909/OUT for proposed new dwelling.](#) 44 Harwich Road Lawford Manningtree Essex CO11 2LS (To consider liaison with Lawford Parish Council/ other stakeholders regarding significant numbers of developments along Harwich Road and a combined approach to TDC with our concerns)
- 20/01606/DISCON** [Discharge of conditions 3 \(Turning Facility\), 7 \(Materials\), 8 \(Contamination Investigation\) and 9 \(Landscaping Plan\) of approved planning application 19/00787/FUL.](#) Land adjacent to Ardleigh House Dedham Road Ardleigh Essex CO7 7QA
- Other/ Appeals** To receive updates on other planning and related matters including licensing and enforcement issues which the Council has been made aware of (including Ardleigh Showground temporary event licenses). To consider any appeals received.

**Decisions** To note planning decisions confirmed since the last meeting. Weekly updates are forwarded to

members and available online <https://www.tendringdc.gov.uk/planning/planning-applications>,

- 20/208 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road**  
To receive an update on any recent developments and implications for Ardleigh including public engagement (see attachments).
- 20/209 Reports and Correspondence**
- 20/209.1 ***District and County Councillor and Police reports*** To receive verbal updates from those present and confirm that regular reports and updates continue to be forwarded to members by email- key points can be noted for information.
- 20/209.2 ***Clerk's report*** To receive a report on key correspondence and tasks undertaken since the last meeting including ratification of any emergency decisions. (see attachment)  
*Correspondence to include Census 2021, bonfires, Network Rail, bins*
- 20/209.3 ***Councillors' reports and responsibilities.*** To receive reports from Parish Councillors including meetings attended. To reallocate councillor responsibilities held by former councillors not covered elsewhere on the agenda including play equipment, quarry liaison,
- 20/210 Neighbourhood Plan**  
To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group. To consider any items needing direction or decisions from the Parish Council.
- 20/211 Health and Safety/ Recreation, Play and Open Spaces, Millennium Green**  
To receive an update on matters relating to Recreation, Play and Open Spaces and Millennium Green including inspection reports
- 20/212 Community Projects, COVID-19 responses and requests for support**
- 20/212.1 To receive an update on local community projects and events including the #KeepArdleighLitterFree campaign
- 20/212.2 To receive an update on latest COVID-19 restrictions and discuss any implications for Ardleigh and actions required by the Council.
- 20/213 Highways, Public Rights of Way and related issues**  
To receive an update on new and ongoing matters relating to highways, public rights of way and related issues. (including pavements at Mary Warner Road)
- 20/214 Churchyard & Cemetery**  
To receive an update on Cemetery matters including next steps re land for cemetery extension.
- 20/215 Parish Council Finance and Staffing**
- 20/215.1 Annual Governance and Accountability Return (AGAR) To note the final External Auditor Report which said 'The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR.:Section 2, Box 7 for the current year does not agree to Boxes 1+2+3-(4+5+6) and an adequate explanation has not been provided by the smaller authority. The figure in Box 7 should read £138,221' and  
'The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests'  
To also note that this report was published on the Parish Council website by 30 November 2020 together with the Notice of Conclusion of Audit.
- 20/215.2 To consider the draft budget and related precept requirement for 2021-22 and a proposed reserves policy for the Council (see attachment) The final proposals will be considered at the January meeting.
- 20/215.3 To receive the Parish Council Financial Statement and bank reconciliation at end November 2020 (see attachment).
- 20/215.4 To approve the bills for payment for Parish Council (see attachment) including payments already made under delegated powers.
- 20/215.5 To receive an update on staffing matters including possible amendments to the Clerk's contract and proposals for Deputy Clerk (see attachment).
- 20/216 Parish Council Policies**

To consider whether the CCTV policy should be reviewed and propose any amendments (see attachment)

**20/217 Ardleigh Village Hall**

To note that a separate meeting of the Parish Council as sole trustee to Ardleigh Village Hall would be held after the meeting.

**20/218 To confirm meeting dates for 2021; Meeting closure**

proposed scheduled meetings for 2021- all meetings are expected to take place at 7.30pm and to be on Zoom until further notice

Monday 11 January, Monday 8 February (*please note the Clerk is not available for this meeting. Consider alternative date of Monday 15 February*), Monday 8 March (*or Monday 15 March for better spacing between meetings if February meeting is moved*), Monday 12 April, Monday 10 May, Monday 14 June, Monday 12 July, Monday 9 August, Monday 13 September, Monday 11 October, Monday 8 November, Monday 13 December.

To wait to set date of Annual Parish Meeting until updated guidance on meeting in-person is received.