

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

Council Members are summoned to attend the Ardleigh Parish Council meeting on

Monday 11 September 2023 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 6 September 2023

Rachel Fletcher

This meeting is open to the public who are welcome to attend either in person or online.

Councillors attending online are not considered to be officially present so are not permitted to vote.

Microsoft Teams link to join the meeting online

[Click here to join the meeting](#)

Meeting ID: 374 532 112 112 Passcode: 5ZB9uM

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AGENDA

23.118 Chair's Welcome

23.119 Apologies and reasons for absence

23.120 Public participation session relating to items on the agenda

There will be 15 minutes available if required. At the close of this item members of the public will no longer be permitted to address the members of the Council unless invited by the Chair.

23.121 Co-option of members of the Council

To co-opt members of the Council in accordance with the Council's co-option policy. To receive an update on the interest shown and applications received. The vacancies have been further advertised. Interested candidates were asked to confirm their eligibility and experience and attend an informal discussion with members of the Council in advance of this meeting.

23.122 Declaration and Register of Interests and Dispensations

To receive declarations of any pecuniary or non-pecuniary interests relating to agenda items and/or dispensations requested.

23.123 Minutes of meeting held on 10 July 2023

Councillors are asked to approve the draft minutes of the previous meeting as a true and accurate record and to note any delegated decisions subsequently made (see attachment).

23.124 Planning

To note the applications published/ received/ validated and/or decided since the last meeting. To consider comments on new applications and appeals received since the last meeting, including any received after the publication of the agenda.

Applications See <https://www.tendringdc.gov.uk/planning/planning-applications> for current applications. Weekly lists provided by Tendring District Council (TDC) are also sent to Councillors.

[23/01199/FULHH](#) Oak porch and brick dwarf wall. Kalm Oak Nursery, Hunters Chase, CO7 7LW.

[23/01137/WTPO](#) Removal of diseased Sycamore Tree. Land at Hunters Chase, Ardleigh, CO7 7LN.

[23/01167/TCA](#) Removal of Scotts Pine and two unknown trees. 6 Ardleigh Court. CO7 7LA.

[23/01169/WTPO](#) Reduce two Holm Oak and one Lime tree. 23 Ingrams Piece, Ardleigh, CO7 7PZ.

23.125 Other Planning and Infrastructure issues

23.125.1 **Tendring/Colchester Borders Garden Community (and related issues).** To note recent application for Compulsory Purchase Orders relating to the Link Road project and any other updates.

- 23.125.2 **Neighbourhood Plan (and related issues)** To discuss queries from independent examiner and consider proposed response (see attachment) and any other updates. (see attachment)
- 23.125.3 **Pylons, Substations, Windfarms and related** To confirm submission of objection to National Grid summer consultation and note and discuss forthcoming public meeting on 15 September 7pm Ardleigh Village Hall with remote link.
- 23.125.4 **Tendring District Council Corporate Plan consultation** To consider whether the Parish Council wishes to submit comments to the consultation
<https://www.tendringdc.gov.uk/council/consultation-contact-and-complaints/consultation>

23.126 Highways, Public Rights of Way (PROW) and related issues

- 23.126.1 To flag any urgent issues and updates on previous reports, noting that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct to Highways www.essexhighways.org/tell-us

23.127 Community projects and assets

- 23.127.1 **Bottle Bank** – to discuss possibility of additional bottle bank at Prettyfields and installation by TDC of fencing around existing bottle bank at Village Hall car park should the trial be made permanent. (see Clerks report)
- 23.127.2 To update on any developments regarding **community projects** and initiatives including reports received (eg EV charging point, Litter Pickers, Community Speedwatch, PACE Ardleigh, Police). (see attachments)
- 23.127.3 To confirm timetable for consideration of **grant requests** from community groups in 2023-24. Note budget for S137 support is £1,000 in total this year.
- 23.127.4 To consider correspondence received from the Methodist Church and any action required. (see Clerk's report))

23.128 Reports and Correspondence

- 23.128.1 **District and County Councillor and Police reports** To receive verbal updates from those present. Written reports received from District and County Councillors are sent to members by email.
- 23.128.2 **Councillors' reports** including reports of training or meetings attended.
- 23.128.3 **Clerk's report** - To receive a report on key correspondence and tasks undertaken since the last meeting including delegated decisions (see attachment).

12.129 Parish Council Finance and Staffing

- 23.129.1 To receive financial reports to 31 August 2023 (for July and August).
- 23.129.2 To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority. (see attachment)
- 23.129.3 To confirm and update signatories for Parish Council and related charities' bank accounts and investments.
- 23.129.4 To note the completion of the review of the Annual Governance & Accountability Return (AGAR) for Ardleigh Parish Council for the year ended 31 March 2023 which states 'Section 1, Assertion 5 has been incorrectly completed, it has been noted that a risk assessment review took place in May 2023 however the authority failed to complete this in the 2022/23 financial year thus the response should have been 'No'. This is consistent with the Internal Auditor's response to Internal Control Objective C.. (see attachment) To note requirements for publication and rights of inspection- see website <https://ardleigh.website/annual-audit> for all relevant documents.
- 23.129.5 *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 staffing issues.* To receive an update on staffing matters and consider next steps.

23.130 Amenities and Contracts

- To receive updates and take decisions on Parish Council amenities and contracts including:
 - a) **Council contracts and contractors**

- b) **Play and Exercise equipment** – to receive an update on safety inspection reports and priorities (attachment).
- c) **The Ardleigh Recreation Ground** – note vandalism of Cricket equipment. Discuss local business employees parking in car park- options.
- d) **Cemetery/churchyard matters** –meeting with church warden/ representatives booked for 12 September.
- e) **Millennium Green**
- f) **Village Hall matters** RAAC investigations, Electric Vehicle (EV) charging and Village Hall energy efficiency update.
- g) **Other Amenities and Open Spaces issues** To receive annual tree inspection report and agree next steps. (see attachment)

23.131 Parish Council governance and related

To confirm that Chris Whitfield will continue as Chair of the Neighbourhood Plan working and Steering Committees and to update membership of groups accordingly (see attachment).

23.132 Judicial Review

23.132.1 *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.*

23.132.2 To receive an update on developments since the last meeting including submission of Judicial Review Application and Freedom of Information/EIR Request.

23.132.3 To consider any further steps to be taken.

23.133 Future meetings and meeting closure

To confirm the scheduled next meeting on Monday 9 October, 7.30pm, Ardleigh Village Hall (with remote link).