

# 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 11 January 2021 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 6 January 2021

*Rachel Fletcher*

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

<https://us02web.zoom.us/j/83204790809?pwd=QkY0NHRRd0pHeTh5S0N5VktFMVJWUT09>

Meeting ID: 832 0479 0809 Passcode: 258939

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

- 21.001 Chair's welcome and outline of proceedings on Zoom**
- 21.002 Apologies and reasons for absence**
- 21.003 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.
- 21.004 Co-option of Councillors**  
To consider applications to be co-opted on to the Parish Council from Clive Salmon, Emma Thrower, Emma Twine, Jonathan Waters  
Candidates need to be nominated and seconded and voting will be by show of hands
- 21.005 Declaration of Interests**  
To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.
- 21.006 Minutes of the last meeting of the Council held on 14 December 2020**  
To agree the minutes of the last meeting as a true and accurate record (see attachment).
- 21.007 Planning**  
To comment on the applications below and others published/ received which cannot be deferred
- Applications**
- 20/01729/OUT** [Erection of 1no. dwelling.](#) Land adjacent 39 Harwich Road Lawford CO11 2LS
- 20/01688/FUL** [Erection of 9 dwellings and access.](#) Land Sth of Turnpike Close Ardleigh CO7 7QW
- 20/01779/FUL** [Erection of front porch, cladding to exterior of older part of the dwelling house and replacement front windows.](#) Royston Waterhouse Lane Ardleigh CO7 7TE
- 20/01771/FUL** [Change of use of agricultural land to garden.](#) Land rear of Mulberry Cottage Waterhouse Lane Ardleigh CO7 7TE
- 20/01761/FUL** [Proposed retention of existing B8 use with additional use of E\(g\) and B2 use.](#) Freight Centre Systematic Business Park Old Ipswich Road Ardleigh CO7 7QL
- 20/01677/FUL** [Proposed ground mounted solar panels in 2 arrays.](#) Yaffle Crown Lane North Ardleigh CO7 7RA
- Other/ Appeals**  
To receive updates on other planning and related matters including licensing and enforcement issues which the Council has been made aware of. 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>,
- 21.008 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 strategy (see attachment).
- 21.009 Reports and Correspondence**
- 21.009.1 **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.

- 21.009.2 **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 ECC review of Bus Shelters, Noticeboards, Census 2021, Coggeshall Road issues)
- 21.009.3 **Councillors' reports and responsibilities.** To receive reports from Parish Councillors including meetings attended.
- 21.010 Neighbourhood Plan**  
To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group including progress on the consultation questionnaire. To consider any items needing direction or decisions from the Parish Council.
- 21.011 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 and closure of equipment in line with government guidance.
- 21.012 Community Projects, COVID-19 responses and requests for support**
- 21.012.1 To receive an update on local community projects including #KeepArdleighLitterFree.
- 21.212.2 To receive an update on latest COVID-19 restrictions and discuss any implications for Ardleigh and actions required by the Council.
- 21.013 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 continued closure of footpath 7 at level crossing, pavements at Mary Warner Road and Old Ipswich Road, Blacksmiths Lane)
- 21.014 Churchyard & Cemetery**  
To receive an update on Cemetery matters including next steps re land for cemetery extension.
- 21.015 Parish Council Staffing**
- 21.015.1 To consider whether the meeting should be closed to the public for part or all of this item.
- 21.015.2 To receive an update on staffing matters including proposed amendments to the Clerk's contract and proposals for Deputy Clerk (see attachment).
- 21.016 Parish Council Finance**
- 21.016.1 To consider and agree the draft budget for 2021-22
- 21.016.2 To consider and agree the proposed reserves policy for the Council (see attachment)
- 20/016.3 To confirm the precept demand to be made to Tendring District Council.
- 20/016.4 To receive the Parish Council Financial Statement and bank reconciliation at end December 2020 (see attachment).
- 20/016.5 To approve the bills for payment for Parish Council (see attachment) including payments already made under delegated powers.
- 21.017 Parish Council Policies**  
None this month
- 21.018 Parish Council Contracts**  
To update on contracts due to expire March 2021 and confirm next steps.
- 21.019 Ardleigh Village Hall**  
To note any urgent matters and that a separate meeting of the Parish Council as sole trustee to Ardleigh Village Hall would be held on 18 January.
- 21.020 To confirm date of next meeting. Meeting closure**  
Next meeting is Monday 15 February (one week later than usual)

# 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 11 January 2021 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 6 January 2021

*Rachel Fletcher*

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

<https://us02web.zoom.us/j/83204790809?pwd=QkY0NHRRd0pHeTh5S0N5VktFMVJWUT09>

Meeting ID: 832 0479 0809 Passcode: 258939

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

- 21.001 Chair's welcome and outline of proceedings on Zoom**
- 21.002 Apologies and reasons for absence**
- 21.003 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.
- 21.004 Co-option of Councillors**  
To consider applications to be co-opted on to the Parish Council from Clive Salmon, Emma Thrower, Emma Twine, Jonathan Waters  
Candidates need to be nominated and seconded and voting will be by show of hands
- 21.005 Declaration of Interests**  
To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.
- 21.006 Minutes of the last meeting of the Council held on 14 December 2020**  
To agree the minutes of the last meeting as a true and accurate record (see attachment).
- 21.007 Planning**  
To comment on the applications below and others published/ received which cannot be deferred
- Applications**
- 20/01729/OUT** [Erection of 1no. dwelling.](#) Land adjacent 39 Harwich Road Lawford CO11 2LS
- 20/01688/FUL** [Erection of 9 dwellings and access.](#) Land Sth of Turnpike Close Ardleigh CO7 7QW
- 20/01779/FUL** [Erection of front porch, cladding to exterior of older part of the dwelling house and replacement front windows.](#) Royston Waterhouse Lane Ardleigh CO7 7TE
- 20/01771/FUL** [Change of use of agricultural land to garden.](#) Land rear of Mulberry Cottage Waterhouse Lane Ardleigh CO7 7TE
- 20/01761/FUL** [Proposed retention of existing B8 use with additional use of E\(g\) and B2 use.](#) Freight Centre Systematic Business Park Old Ipswich Road Ardleigh CO7 7QL
- 20/01677/FUL** [Proposed ground mounted solar panels in 2 arrays.](#) Yaffle Crown Lane North Ardleigh CO7 7RA
- Other/ Appeals**  
To receive updates on other planning and related matters including licensing and enforcement issues which the Council has been made aware of. 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>,
- 21.008 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 strategy (see attachment).
- 21.009 Reports and Correspondence**
- 21.009.1 **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.

- 21.009.2 **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 ECC review of Bus Shelters, Noticeboards, Census 2021, Coggeshall Road issues)
- 21.009.3 **Councillors' reports and responsibilities.** To receive reports from Parish Councillors including meetings attended.
- 21.010 Neighbourhood Plan**  
To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group including progress on the consultation questionnaire. To consider any items needing direction or decisions from the Parish Council.
- 21.011 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 and closure of equipment in line with government guidance.
- 21.012 Community Projects, COVID-19 responses and requests for support**
- 21.012.1 To receive an update on local community projects including #KeepArdleighLitterFree.
- 21.212.2 To receive an update on latest COVID-19 restrictions and discuss any implications for Ardleigh and actions required by the Council.
- 21.013 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 continued closure of footpath 7 at level crossing, pavements at Mary Warner Road and Old Ipswich Road, Blacksmiths Lane)
- 21.014 Churchyard & Cemetery**  
To receive an update on Cemetery matters including next steps re land for cemetery extension.
- 21.015 Parish Council Staffing**
- 21.015.1 To consider whether the meeting should be closed to the public for part or all of this item.
- 21.015.2 To receive an update on staffing matters including proposed amendments to the Clerk's contract and proposals for Deputy Clerk (see attachment).
- 21.016 Parish Council Finance**
- 21.016.1 To consider and agree the draft budget for 2021-22
- 21.016.2 To consider and agree the proposed reserves policy for the Council (see attachment)
- 20/016.3 To confirm the precept demand to be made to Tendring District Council.
- 20/016.4 To receive the Parish Council Financial Statement and bank reconciliation at end December 2020 (see attachment).
- 20/016.5 To approve the bills for payment for Parish Council (see attachment) including payments already made under delegated powers.
- 21.017 Parish Council Policies**  
None this month
- 21.018 Parish Council Contracts**  
To update on contracts due to expire March 2021 and confirm next steps.
- 21.019 Ardleigh Village Hall**  
To note any urgent matters and that a separate meeting of the Parish Council as sole trustee to Ardleigh Village Hall would be held on 18 January.
- 21.020 To confirm date of next meeting. Meeting closure**  
Next meeting is Monday 15 February (one week later than usual)