

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 08 March 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 3 March 2021

Rachel Fletcher

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

<https://us02web.zoom.us/j/86367365324?pwd=RzhCTIFkS1BZdE5sQWVudmxUVG1VUT09>

Meeting ID: 863 6736 5324 Passcode: 293004

Members of the public wishing to attend by **telephone** should contact the Clerk ardleighpc@gmail.com

- 21.039 Chair's welcome and outline of proceedings on Zoom**
- 21.040 Apologies and reasons for absence**
- 21.041 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.
- 21.042 Declaration of Interests**
To receive declaration of any pecuniary or non-pecuniary interests relating to agenda items.
- 21.043 Minutes of the last meeting of the Council held on 15 February 2021**
To agree the minutes of the last meeting as a true and accurate record (see attachment).
- 21.044 Planning**

Applications

All applications for consideration can be found on the Tendring District Council web pages <https://www.tendringdc.gov.uk/planning/planning-applications> and are normally sent to Councillors via the weekly lists provided the Tendring District Council.

21/00276/OUT [Outline permission for 2no. detached dwellings with garages \(All Matters Reserved\)](#) Burnt Heath House Frating Road Ardleigh CO7 7SY

21/00203/FUL [Erection of self-contained two storey dwelling and adjoining family annexe with private amenity space, cartlodge for parking and stable block for equine housing and hay storage](#) Land Between Sangro and Bowtens Colchester Road Ardleigh CO7 7PQ

21/00204/OUT [Outline planning for the erection of 1 no. self-contained dwelling \(All matters reserved\)](#) Land East of 24 Harwich Road Ardleigh Colchester Essex CO7 7LS

21/00195/PIP [Erection of 1no. detached dwelling.](#) Elizabeth Cottage Frating Road Ardleigh Colchester Essex CO7 7SY

21/00185/FUL [Erection of single storey Office Building \(Use Class B1a\) with associated parking, cycle shelter and landscaping](#) Land at Crown Business Centre Old Ipswich Road Ardleigh Colchester Essex CO7 7QR

Other/ Appeals

To receive updates on other planning and related matters including licensing and enforcement issues which the Council has been made aware of.

Minerals and Waste Applications

- Proposed western extension to Martells Quarry for the extraction, processing, sale and distribution of silica sand and gravel, and subsequent restoration using inert materials along with the creation of a new access. <https://planning.essex.gov.uk/planningapplication.aspx?AppNo=ESS/29/20/TEN2>
- Retrospective permission for the erection and use of a new modular office block on Land at Martells Quarry, Slough Lane, Ardleigh, CO7 7RU
<https://planning.essex.gov.uk/planningapplication.aspx?AppNo=ESS/14/21/TEN>

Licensing Applications

- 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>,
- 21.045 Tendring Local Plan, Tendring/Colchester Borders Garden Community, A133/ A120 Link Road**
To receive updates on recent developments and implications for Ardleigh including launch of Garden Community public engagement website talk.tcbgardencommunity.co.uk.
- 21.046 Reports and Correspondence**
- 21.046.1 ***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.
- 21.046.2 ***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)
- 21.046.3 ***Councillors' reports***. To receive reports from Parish Councillors, eg meetings or training attended.
- 21.047 Neighbourhood Plan**
To receive an update on recent meetings and activities of the Neighbourhood Plan Steering Group and Working Group including incorporating results of the consultation questionnaire into a draft plan, proposed policies and next steps. To consider any items needing direction or decisions from the Parish Council.
- 21.048 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.
- 21.049 Community Projects, COVID-19 responses and requests for support**
- 21.049.1 To receive an update on local community projects including #KeepArdleighLitterFree. To consider a proposal to purchase additional personal litter picking kits for residents and/or to seek sponsorship for these.
- 21.049.2 To receive an update on latest COVID-19 restrictions and road map out of lockdown, public health information and discuss any implications for Ardleigh and/or actions required.
- 21.050 Highways, Public Rights of Way and related issues**
- 21.050.1 To receive an update on new and ongoing matters relating to highways, public rights of way and related issues (eg Blacksmiths Lane, Old Ipswich Road and nearby lanes, Colchester Road, footpaths crossing railway line)
- 21.050.2 To identify options for The Street parking restrictions which would then be discussed with North Essex Parking Partnership. (see attachment)
- 21.051 Churchyard & Cemetery**
- 21.051.1 To receive an update on Cemetery matters.
To agree new charges for the Cemetery from 1 April 2021 (see attachment)
- 21.052.2 To consider whether the public should be excluded from this item due to commercial confidentiality.
To update on recent meeting and consider next steps regarding cemetery extension.
- 21.052 Parish Council Finance and Staffing**
- 21.052.1 To receive the Parish Council Financial Statement and bank reconciliation at end February 2021 (see attachment).
- 21.052.2 To approve the bills for payment for Parish Council (see attachment) including payments already made under delegated powers. To note and agree forthcoming large items of expenditure prior to year-end.
- 21.052.3 To note and confirm the Asset Register for the Council and its charities.
- 21.052.4 To update on recruitment of Deputy Clerk and confirm interview panel and equipment required.
- 21.053 Parish Council Policies**
To review and agree any changes required to the following

- Financial regulations (see attachment)
- Risk management (see attachment)
- System of internal financial control (see attachment)

21.054 Parish Council Contracts

To update on progress and proposed price uplifts for existing contractors to extend for 2021-22 (see attachment- within item 21.046.2)

21.055 Ardleigh Village Hall

To consider any urgent matters including request from Ardleigh Pre-School to book the Village Hall on Wednesday afternoons for the summer term 2021.

To note that a separate meeting of the Parish Council as sole trustee to Ardleigh Village Hall would be held on 15 March.

21.056 Climate Change

To consider letter from Tendring District Council seeking local support for TDC's Climate Change Policy (see attachment)

21.057 Future meetings

To update on changes to remote meetings (current permission via temporary legislation is granted only until 6 May) and to consider when to set the date for the Annual Parish Assembly (before 1 June) and the Annual Parish Council meeting in May.

For example, the Council may wish to set the date for the Parish Assembly for 6.30pm on 3 May via Zoom and move the May (Annual) Parish Council meeting forward a week to 7.30pm on the same day to be certain that it can be held remotely.

To confirm date of next (April) meeting Monday 12 April. Meeting closure