

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 12 February 2024 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 7 February 2024

Rachel Fletcher

This meeting is open to the public who are welcome to attend either in person (if there is sufficient space) or online. Councillors attending online are not considered to be officially present so are not permitted to vote. The meeting will be recorded for the purposes of minute taking.

Microsoft Teams link to join the meeting online

[Click here to join the meeting](#)

Meeting ID: 313 607 825 36 Passcode: MyY9c8

[Download Teams](#) | [Join on the web](#)

AGENDA

24.016 Chair's Welcome

24.017 Apologies and reasons for absence

24.018 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.

24.019 Declaration and Register of Interests and Dispensations

To receive declarations of any interests relating to agenda items and/or new dispensations.

24.020 Minutes of meeting held on 15 January 2024

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

24.021 Planning

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

Applications [24/00016/LBC](#) Erection of new timber gable due to structural failure. Boxley House, Colchester Road, Ardleigh CO7 7NR
[24/00035/FUL](#) Proposed one dwelling in lieu of (approved) 22/00359/COUNOT (Barn A). Resubmission of 23/00773/FUL. Barn A to The rear of 5 Hunters Chase, Ardleigh, CO7 7LW
[24/00105/FULHH](#) Single storey rear extension. The Orchard, The Street, Ardleigh, CO7 7LD
[24/00074/WTPO](#) and [24/00076/TCA](#) Tree work to cherry trees, lime trees, sycamore and fir tree. Little Court, Harwich Road, Ardleigh CO7 7LB
[24/00062/FUL](#) Conversion of agricultural barn to residential dwelling, new access driveway, parking bays and garden. Agricultural Barn, Harveys Farm, Old Ipswich, Ardleigh, CO7 7QS
[24/00119/FUL](#) Demolition of existing buildings and construction of new storage warehouse, associated yard, parking and ancillary storage. Ardleigh Oaks, Old Ipswich Road Ardleigh CO7 7RQ

Applications received since the date of the Agenda:

Other/ Appeals To note or consider any other applications including enforcement issues.

24.022 Other Planning and Infrastructure issues

- 24.022.1 **Tendring/Colchester Borders Garden Community (and related issues)**. To note any updates.
- 24.022.2 **Neighbourhood Plan (and related issues)** To discuss and agree comments on modifications suggested by the Examiner to the Neighbourhood Plan. The public consultation will run from Monday 22 January until 5pm on Monday 4 March 2024. For more information use this link: <https://tendringdc.oc2.uk/>
- 24.022.3 **Pylons, Substations, Windfarms and related**
 - a) To note any updates since the last meeting and actions needed by the Parish Council.
 - b) To note submission was made to the East Anglia Study being undertaken by National Grid ESO. (previously circulated)
- 24.022.4 **Statement of Community Involvement Public Consultation** To consider and agree a response to this consultation from Tendring District Council. The public consultation will run from Monday 22 January until 5pm on Monday 4 March 2024. For more information and to view the Statement of Community Involvement use this link: <https://tendringdc.oc2.uk/>
- 24.022.5 **Minerals Local Plan Review** To consider and agree a response to the Essex County Council review following the online briefing in January. The consultation portal went live on 6 February 2024. Further public consultations are due to be held in February 2024. (documents attached/ or <https://www.essex.gov.uk/minerals-review>)
- 24.022.6 **Tendring District Council Local Plan review Call for Sites 2024** To consider the 'Call for Sites' from Tendring District Council. The consultation will run from Monday 5 February until 5PM on Monday 18 March 2024. Further information can be found using this link: <https://www.tendringdc.gov.uk/content/local-plan-review>

24.023 Highways, Public Rights of Way (PRoW) and related issues

Note that updates on highways, public rights of way and related issues usually take place outside the meeting and should be reported direct www.essexhighways.org/tell-us.

24.024 Community Projects, events and assets

- 24.024.1 **Community Projects and Initiatives** To receive updates on any developments including reports received (eg Litter Pickers; Community Speedwatch; Ardleigh Practical Actions for Climate and Environment (APACE); Police reports).
- 24.024.2 To consider arrangements and risk assessments for forthcoming **community clear up events** (Cemetery 26 February 2pm, Recreation Ground/ Millennium Green 24 February 10am)
- 24.024.3 **First Aid/ Defibrillator** Councillors to bring forward and discuss proposals to cost and site a second defibrillator in the village.
- 24.024.4 To consider and decide on the date and format of the **Annual Parish Assembly** meeting and any associated events such as a Community Showcase or public meetings.

24.025 Reports and Correspondence

- 24.025.1 **District and County Councillor reports** To receive verbal updates from those present. Any written reports received from District and County Councillors are emailed to members.
- 24.025.2 **Councillors' reports** including reports of training or meetings.
- 24.025.3 **Clerk's report** - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).

24.026 Parish Council Finance and Staffing

- 24.026.1 To receive financial reports to 31 January 2024 (see attachment).
- 24.026.2 To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority.

24.026.3 To consider and decide on grant funding applications received. Two applications were received, there is a budget for 2023-4 of £1000. (see attachments).

24.027 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 update on quotes requested and budget/ funding available.
- c) **The Ardleigh Recreation Ground**
- d) **Cemetery/churchyard matters**
- e) **Millennium Green**
- f) **Village Hall matters** to consider how to progress ongoing matters- eg whether a Village Hall trustee meeting or working party is needed.
- g) **Other Amenities and Open Spaces issues**
- h) **Biodiversity issues and updates**

24.028 Parish Council Governance and Policies To consider the reviews of the following policies: (documents attached)

- a) Financial Regulations
- b) Code of Conduct
- c) System of Internal Control
- d) Privacy Policy

24.029 Judicial Review

24.029.1 *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.*

24.029.2 As mentioned at the January meeting, the public oral permissions hearing will take place in person at the Royal Courts of Justice in London on 29 February 2024. The time of the hearing will be published in the Cause List the day before the hearing (available online from 2.30pm that day). <http://www.justice.gov.uk/courts/court-lists/list-rcj>

24.029.3 To discuss any further actions required.

24.030 Parish Council Staffing

24.030.1 *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.*

24.030.2 To receive an update and agree next steps on staffing matters including workload and priorities.

24.031 Future meetings and meeting closure

24.031.1 To confirm the scheduled next meeting on Monday 11 March 2024, 7.30pm, Ardleigh Village Hall (with remote link).