

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 11 March 2024 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 6 March 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

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Meeting ID: 335 770 639 180 Passcode: HSruXx

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AGENDA

24.037 Chair's Welcome

24.038 Apologies and reasons for absence

24.039 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.

24.040 Declaration and Register of Interests and Dispensations

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

24.041 Minutes of meeting held on 12 February and 6 March 2024

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

24.042 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

- i. [24/00214/FUL](#) Extension to existing building to provide shop, restaurant and bin store, first floor restaurant terrace. Reduction in size of existing detached shop, to be used as store. Prettyfields Vineyard Ltd, Dead Lane, Ardleigh, CO7 7PF
- ii. [24/00255/FUL](#) One x 2 bedroom and two x 3 bedroom dwellings (in lieu of Class Q prior approval for one x 1 bedroom, one x 2 bedroom and one x 3 bedroom dwellings). Re-Submission of withdrawn application - 23/01152/FUL. Gods House Farm, Harts Lane, Ardleigh CO7 7QQ
- iii. [24/00017/FULHH](#) Erection of garage to serve existing bungalow. Bungalow rear of Woodland Lodge, Spring Valley Lane, Ardleigh CO7 7SD
- iv. [24/00269/LUEX](#) Application for Lawful Development Certificate for Existing Use or Development for erection of the building and its use for joinery purposes. Holly Tree Nursery, Hungerdown Lane, Ardleigh CO7 7LZ

- v. [24/00201/WTPO](#) Cut back overhanging branches on maple tree. Ash Lodge, Mary Warner Road, Ardleigh CO7 7RP
- vi. [24/00213/FULHH](#) Alterations -new bay windows, new entrance door, and first floor extension including balcony. Erection of front boundary wall with gates. Laburnum Plains Farm Close, Ardleigh CO7 7QU
- vii. [24/00331/COUNOT](#) Prior Approval Application under Part 3, Class Q of the Town and Country Planning Order 2015 (as amended) for the conversion of an agricultural building into a dwelling. Nevada, Harts Lane, Ardleigh CO7 7QH

Applications received since the date of the Agenda:

**Other/
Appeals**

To note or consider any other applications including enforcement issues.

24.043 Other Planning and Infrastructure issues

- 24.043.1 ***Tendring/Colchester Borders Garden Community (and related issues)***. To discuss the Garden Community Examination to be held on 7-10 May 24. Notice of whether written submissions will be made, or councillors will attend an oral hearing must be given by Friday 19 April.

To note the forthcoming Public Local Inquiries in connection with the A120/A133 Link Road Phase 1 which are to open on Tuesday 16 April 2024. To consider whether to give evidence- the deadline for submission of proof (statement) of evidence 26 March. If evidence is to be given, Council to consider who will attend the meeting in Chelmsford. To also note any further updates. (see attachments).

- 24.043.2 ***Neighbourhood Plan (and related issues)*** To note comments made by the Parish Council following the public consultation in respect of modifications suggested by the Examiner to the Neighbourhood Plan.
- 24.043.3 ***Pylons, Substations, Windfarms and related*** To discuss the meeting with David Burns held on 4 March and agree to any changes in approach to future consultation responses. To note any further updates since the last meeting and actions needed by the Parish Council.
- 24.043.4 ***Minerals Local Plan Review*** To discuss the public workshop held on 1 March and Parish Council response to the Essex County Council review. <https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040> Deadline 19 March.

24.044 Parish Council Governance and Policies

To consider and approve updates to the following policies: (documents attached)

- a) Standing Orders
- b) Risk Management Policy
- c) Data Protection, Freedom of Information and privacy policies
- d) Asset Register

24.045 Community Projects and assets

- 24.045.1 ***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).
- 24.045.2 ***Budget and support for D-Day Event – Saturday 8 June*** Council to consider whether the Local Events Working Group should be set up to support this event. If agreed, council will determine the councillor representatives and financial contribution/budget.
- 24.045.3 ***Council to discuss whether to purchase a D-Day flag.*** See attached document.
- 24.045.4 ***Ford Ride London Classique***
Council to note plans for this cycling event Friday 24 May. (see attachment).

24.046 Reports and Correspondence

- 24.046.1 ***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.

- 24.046.2 **Councillors' reports** including reports of training or meetings.
- 24.046.3 **Clerk's report** - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).

24.047 Parish Council Finance

- 24.047.1 To receive financial reports to 31 January and 29 February 2024 (see attachments).
- 24.047.2 To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority.
- 24.047.3 To consider and decide on the grant funding application carried forward from the February meeting for the 2024-2025 financial year. There is a budget for 2023-4 of £1000. (see attachment).

24.048 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 discuss quotes received for sandpit/boat area.
- c) **The Ardleigh Recreation Ground**
- d) **Cemetery/churchyard matters** – to discuss follow up to the clearance on 26 February and new biodiversity plans (see attachment).
- e) **Millennium Green**
- f) **Village Hall matters** – to discuss follow up to the Village Hall meeting held on 4 March.
- g) **Other Amenities and Open Spaces issues**
- h) **Biodiversity issues and updates**

24.049 Parish Council Staffing

- 24.049.1 *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.*
- 24.049.2 To confirm the appointment of Rachel Edwards as Deputy Parish Clerk (see confidential attachment).

24.050 Future meetings and meeting closure

- 24.050.1 To confirm the scheduled next meeting on Monday 8 April 2024, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion.
- 24.050.2 Meeting closes.