



## ARDLEIGH PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10 DECEMBER 2018 AT THE VILLAGE HALL AT 7.30PM

**PRESENT:** Cllr Barrott (Chair),  
Cllr's Thompson, Fontaine, Scott-Barrett, Fryer, Marshall and Talbot  
Clerk - Karen Thompson

**ALSO IN ATTENDANCE:** There were several members of the public in attendance

**18/0214 Chairman's Welcome**

The Chair welcomed those.

**18/0215 Apologies and reasons for absence**

The Council resolved to accept the apologies of Cllr Partridge, Smith and Andrews. It was also noted that Cllr Smith was not present

Cllr Gugliemli of Essex County Council of Essex County Council (ECC) had also sent apologies. Cllr Stock of Tendring District Council (TDC) was also absent.

**18/0216 Declaration of Interests - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.**

None declared.

**18/0217 To confirm the co-option into the vacant Councillor Position.**

The Council resolved to co-opt Mrs Lynda Chase-Gardener to the vacant position on the Council and she signed her Acceptance of Office at the meeting and took a seat at the Council.

**18/0218 Public participation session with respect to items on the agenda and other matters that are of mutual interest**

There were no members of the public.

**18/0219 Minutes of the last meeting of the Council held on 12<sup>th</sup> November 2018.**

The minutes were agreed as accurate.

**18/0220 Clerk's Report**

Progress on discovering who owned the land opposite the Ardleigh Depot (salt dome) was discussed and also what previous discussion had been held with the land owner of the piece of land to the rear of Ardleigh Court and Cllr Thompson agreed to talk to the land owner and ascertain if he might be interested in selling for additional cemetery space.

The action to speak to Shore Engineering about advice for establishing outside toilets at the Village Hall was discussed and a further suggestion to add room behind the kitchen area was also considered but thought to be the least attractive solution.

The Clerk also said that Suffolk Accident Response Service had written with a summary of the accident support that had been provided in the area and seeking financial donations.

It was noted that Essex Highways had not resolved the lighting difficulties at the Ardleigh Depot (Salt Dome) and it was suggested that Cllr Gugliemli (ECC) should now be involved.

**18/0221 District and County Councillors**

Clrs Carlo Gugliemli and Neil Stock OBE were not present and we had not received a report.

**18/0222 Planning**

**18/222.1 To consider suggesting names for the road for the former Ardleigh Hall development.**

The village archivist, Jill Hamblin, had been asked for her views given the history of the site and the Council resolved to suggest 'Old Hall Close' as a preferred name and a historical reference back to Ardleigh Hall with 'Picotts Place as a second suggestion, as Picotts Manor was documented as the Domesday reference.

**Applications**

18/01799/FUL

**Dropped kerb 3.5 metre wide for vehicle access.**

1 Strutts Cottages Frating Road Ardleigh Colchester Essex CO7 7SY

The Council had no objection to this application.

18/01814/FUL

**Proposed drop kerb to front of property for vehicular access.**

Hamlin House The Street Ardleigh Colchester Essex CO7 7LD

The Council had no objection to this application.

18/01817/LBC

**External and internal amendments following conversion of existing outbuilding into a single 2-bedroom dwelling.**

Good Hall Coggeshall Road Ardleigh Colchester Essex CO7 7LR

This application was considered at the November 2018 Parish Council meeting.

18/01838/FUL

**Two storey side extension and single storey rear extension.**

Field House Bromley Road Ardleigh Colchester Essex CO7 7SG

The Council had no objection to this application.

18/01851/FUL

**Proposed change of use from highway to residential garden (land already enclosed by garden fence).**

Oakdene Cottage Bromley Road Ardleigh Colchester Essex CO7 7SF

The Council had no objection to this application.

18/01881/TCA

**1 No. Sycamore - Fell and replace with 1 No. Laburnum. 1 No. Oak - Removal of 3 lower branches.**

21 Ardleigh Court Ardleigh Colchester Essex CO7 7LA

The Council had no objection to this application.

18/01925/TCA

**1 No. Silver Birch - Reduce by 30%.**

5 Church View Ardleigh Colchester Essex CO7 7TG

The Council had no objection to this application.

18/01930/TCA

**1 No. Conifer - Fell.**

21 Ardleigh Court Ardleigh Colchester Essex CO7 7LA

The Council had no objection to this application.

18/01983/OUT

**Outline permission for 4no. dwellings and associated access.**

Land adjacent Cassjade Chapel Lane Crockleford Colchester Essex CO7 7BJ

The Council objected to this application for the following reasons:

The site is a very rural part of Ardleigh Parish. This site falls outside the settlement development boundary for Ardleigh as defined in both the saved 2007 Local Plan and the Emerging Local Plan.

TDC have identified a good 5 years housing supply and therefore additional houses in rural locations should be avoided.

In addition this site is a corner site and access would be close to a 90 degree bend in a very rural

single track lane. This is not the site for building additional houses.

A further consideration should also be that this part of Tendring is awash with large detached houses and more of these are not required.

**Decided Approvals:** The approved planning decisions were noted.

**Decided Refusals:** Refused planning decisions were noted.

**Appeals** The following appeal was noted and the council agreed to restate its previous objections.

<b>Site Address:</b>	The Cottage Site Ipswich Road Colchester
<b>Description of development:</b>	Development of currently vacant site by way of the ere storey building for mixed A3/A5 use incorporating a dri and cycle parking and associated landscaping and boun
<b>Application reference:</b>	17/02136/FUL
<b>Appellant's name:</b>	Mr William Barker - KFC UKI
<b>Appeal reference:</b>	APP/P1560/W/18/3203537
<b>Appeal start date:</b>	21 November 2018

I refer to the above details. An appeal has been made to the Secretary of State against the decision of Tendring District Council to refuse an application for the above development on 29 March 2018.

All representations must be received by 26 December 2018

**18/0223 Draft Council Budget for 2019/2020 - To consider and amend the draft budget detail in order to sign off precept request in January 2019.**

The Council considered and agreed the suggested inflation increases in receipts and expenditure anticipated for 2019/20. It was also accepted that the Council would have to cover the, as yet unknown, cost of the local parish council elections. The list of potential projects was also considered and it was agreed that the Council would not seek an increase in precept to fund replacement of the wooden recreation ground play equipment or village hall repair works but look to fund these from grants or reserves. It was also noted that there were £9,000 of grant funds received in 2018-19 to fund handyman works in 2019-20.

The council resolved that the budget for 2019/20 would see a slight increase in amount requested from TDC (precept) but as there were more houses in Ardleigh the amount per household would remain at £39.75. The Parish Council were keen to ensure that the parish household contribution remains one of the lowest contributions in Tendring.

**18/0224 Churchyard & Cemetery**

**18/224.1 To receive reports and consider any decisions on expenditure.**

There was no report received although it was verbally reported that the church were planning on lighting the church notice-board and this was an opportunity to consider lighting of the war memorial. However, the Council decided that lighting the war memorial was not required.

**18/224.2 To note the completion of the restoration of the cemetery iron railings and gates.**

This was noted and the Council expressed its appreciation of the good quality of workmanship.

**18/0225 Recreation, Play and Open Spaces including Colchester Road Play Area**

**18/225.1 To receive reports on condition of area and identify any health and safety risks of duty**

**and consider any decisions for expenditure.**

There were no repairs identified.

**18/225.2 To note the recommended frequency of play area inspections for busy play areas is weekly and to resolve that for Ardleigh play areas the inspections frequency is risk assessed to be monthly.**

The clerk reported that advice from EALC (Essex Association of Local Councils) was that playground inspections should, as a norm, be conducted weekly. The Council considered this advice against the Ardleigh practice of monthly inspections and resolved that Cllr Chase-Gardener would conduct and document a risk assessment for the next meeting.

**18/225.3 To note that the play area inspection competency is extant for 3 years and the Parish Council will fund the training for a councillor or independent to undertake the qualification.**

The clerk reported that the advice from EALC was that the definition of a competent person for play area inspection was someone that had completed at least the EALC play area inspection training course or equivalent Rospa training which is then extant for 3 years. The clerk reported that EALC training was available in 2019. The Council considered the local knowledge and experience of the councillors currently conducting the inspections and determined that it was sufficient for the play area inspections required.

**18/0226 Environment and maintenance**

**18/226.1 To receive reports and consider any decisions for expenditure.**

It was verbally reported that a streetlight in the village centre car park on the walkway to Chapel Croft was not working and should be repaired.

**18/226.2 To consider the recommendations of Oak Park Security to deter anti-social behaviour in publicly accessible car parks.**

The council considered the recommendations reported to deter anti-social behaviour which was to erect a low-cost bollard so that the Recreation Ground could not be accessed by vehicles at night and conduct occasional mobile patrols with signage saying that patrol were conducted. The council decided that it would be sufficient to install a CCTV 2 camera system on the village hall building and keep the 'CCTV in operation' signage.

**18/0227 Highways**

**To note the response from North Essex Parking Partnership (NEEP) regarding HGV parking on the Old Ipswich Rd.**

The council noted that the NEEP are unable to deal with HGVS parking outside their operational base or vehicles parking without their cabs attached as these were not parking enforcement issues but should be referred to the police.

**18/0228 Public Rights of Way**

**18/228.1 To receive reports and consider any decisions for expenditure.**

The public footpath from Morrow Lane did not meet accessibility criteria as the gaps were not sufficiently large enough for wheelchairs/pushchairs to pass through and this should be reported.

**18/0229 TDALC**

**To receive any report or minutes from latest meetings and note that the draft minutes were circulated to Councillors.**

It was reported that Cllr Andrews and Marshall attended the last meeting with the clerk. The main point to note was that the Local Highways Panel are required to have a parish council representative and Cllr Frank Belgrove (Alresford) was elected to that position. The meeting also received a report from the organisers of the Tendring Car Rally –

Chelmsford Motor Club about the plans for the 2019 Rally.

**18/0230 Parish Council Elections and Annual Parish Assembly**

**To note the timetable of events concerning the 2019 Parish Council Elections (see attachment) and decide on the best date for the Annual Parish Assembly.**

The clerk reported that the Notice of Election for Parish Councils in Tendring would be 19<sup>th</sup> March 2019 and that Purdah would run from that date until and including the election day of 2<sup>nd</sup> May 2019. Purdah prohibits the promotion of candidate councillors and the advice is to avoid holding of the Annual Parish Assembly during Purdah. It is a legal requirement to hold the Annual Parish Meeting or Assembly between 1 March and 1 June. The council resolved to hold the Annual Assembly on Monday 20<sup>th</sup> May 2019 accepting that the new (post election) parish council will have been in place for only a few days.

**18/0231 Parish Council Finance**

**18/231.1 To receive the Parish Council Financial Statement as at the 30 November 2018.**

This was received without comment. The financial statement reflects current receipts to date of £76,308 and expenditure of £59,976. It is anticipated that the parish council will be able to carry forward into 2019/20 £9,000 for handyman works and increase reserves by £10,000. The current bank position is holdings of £132,739 which includes £50,000 ring-fenced for a second cemetery.

**18/231.2 To approve the bills for payment for Parish Council—Cheques/Bacs .**

The following invoices/bills were approved for payment:

Net pay	£474.42
HMRC Tax and NI	£118.60
Pension Contribution	£26.73
Clerk expenses	
Mileage 64.80	£68.30
parking 3.50	
Churchyard and cemetery maintenance (JF Tree Specialist)	£852.00
play area repairs (Bruce Landscapes)	£177.60
Remembrance Service costs Printing costs and organ playing	£230.00
Archivist expenses	£249.63
Cemetery Railings Ferratti Ironworks AFIB*	£ 2,565.00
Cemetery Railings Ferratti Ironworks AFIB final payment	£ 5,130.00
Watering floral displays (S Farrer)	£506.80
Affinity Water (water at cemetery)	£22.88

**18/0232 Information for the next meeting**

**To suggest items for the next meeting**

None reported.

**18/0233 Meeting Closure & Date of Next Meeting**

Monday 14<sup>th</sup> January 2019.

**Signed by Meeting Chair ..... on .....**