

ARDLEIGH PARISH COUNCIL



To: Members of Ardleigh Parish Council

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

Monday 8 September 2025 at 7.30pm at Ardleigh Village Hall.

Rachel Fletcher – Parish Clerk

Dated 3 September 2025

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. Note that the agenda includes some confidential, contractual and/or legal matters. In accordance with the Standing Orders and the Public Bodies (Admissions to Meetings) Act 1960 the Council may vote to exclude members of the public and press during discussion of such items.

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: 373 326 910 597 1 Passcode: vf9wJ728

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AGENDA

25.106	Chair's Welcome
25.107	Apologies and reasons for absence
25.108	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.
25.109	Declaration and Register of Interests and Dispensations
	To receive declarations of any interests relating to agenda items and/or new dispensations.
25.110	Minutes of meeting held on 14 July 2025
	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).
25.111	Planning Infrastructure and related issues
	To note updates/ consider actions required relating to large developments and Nationally Significant Infrastructure Projects (NSIPs) proposed for Ardleigh including: a) Meeting with barrister held on 1 September 2025 to discuss the National Grid Development Consent Order for Norwich to Tilbury submitted in August. To consider instructing Barrister and/or Planning consultants. To consider crowd funding. b) Consider comments on the joint windfarms design guide See www.northfallsoffshore.com/design-guide or www.fiveestuaries.co.uk/design-guide .
25.112	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 . a) To discuss the meeting held on 26 August 2025 with Essex Highways in relation to diversion routes for the work being undertaken on the A12 Junction 29-33, commencing in September 2025 and any actions needed.
25.113	Reports and Correspondence
	a) 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.

	<p>b) <i>Councillors' reports</i> including reports of training or meetings. Note meeting of TDALC on local government reorganisation on 10 September.</p> <p>c) <i>Clerk's report</i> - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (see attachment).</p>
25.114	Planning Applications
	<p>To note the applications published/ received/ validated and/or decided since the last meeting are for information only and listed separately. Delegated comments made where indicated (see attachment). To consider comments on new applications and appeals, including any received after the publication of the agenda.</p> <p>a) 25/01213/FULHH Proposed single storey side extension to replace existing, incorporating a garage/store to front and kitchen-diner to rear. San Lorenzo, Bromley Road, Ardleigh CO7 7SJ</p> <p>b) 25/01270/FULHH Proposed annex. Yaffle, Crown Lane, Ardleigh CO7 7RA</p>
Other/Appeals	<p>To note or consider any other applications including enforcement issues.</p> <p>a) To note updates on application 20/00594/FUL. Refusal of 25/00933/NMA</p>
25.115	Community Projects, events and assets
	<p><i>Community Projects and Initiatives</i> To receive updates on any developments including reports received (Community Speedwatch (attachment), Ardleigh Practical Actions for Climate and Environment (APACE), Police reports, Millennium Green).</p> <p>a) Meetings/reports</p> <p>b) Requests for Support</p> <p>c) Ardleigh Advertiser/ Parish Council newsletter do we want to produce a newsletter.</p>
25.116	Amenities and Contracts
	<p>a) Council contracts and contractors</p> <p>b) Play and Exercise equipment – to note/discuss recent concerns and consider proposals to update inspection protocols (see attachment).</p> <p>c) Cemetery/churchyard matters – to discuss update on the tree work to the yews requested by the Churchwardens/Diocese following meeting and other correspondence relating to war memorial and church clock.</p> <p>d) Village Hall matters</p> <p>1 To note closure of Ardleigh Pre-School and note future use of the hall would need to be considered by a Village Hall Trustee meeting.</p> <p>i. Village Hall roof- quote received.</p> <p>e) Other Amenities and Open Spaces issues</p> <p>i. Updates on purchase of land designated at protected Local Green Space at Harwich Road, Colchester</p> <p>f) Biodiversity issues and updates</p>
25.117	Parish Council Governance and related items
	<p>To consider and agree updated policy documents:</p> <p>a) Financial Regulations</p> <p>All documents available at https://ardleigh.website/formal-documents. (see dates in brackets)</p>
25.118	Parish Council Finance
	<p>a) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority during August including national pay award (see attachment)</p> <p>b) Internal Audit report actions to be discussed.</p> <p>c) To confirm appointment of Internal Auditor for 2025-26.</p> <p>d) External Audit- note any updates or correspondence received.</p>
25.119	Future meetings and meeting closure
	<p>a) To confirm the scheduled next meeting on Monday 13 October 2025, 7.30pm, Ardleigh Village Hall (with remote link) and to flag any proposed changes to the format or key issues for discussion.</p> <p>b) Meeting closes.</p>