

ARDLEIGH PARISH COUNCIL



Minutes of the Meeting of Ardleigh Parish Council held on Monday 9 December 2024 at 7.30pm at Ardleigh Village Hall.

PRESENT: Cllrs Tim Barrott (Chair), James Blyth, Helen Fontaine, Jayne Marshall, Carolyn Mason, Richard Talbot (from 8pm), Emma Thrower and Jonathan Waters. Cllr Zoe Fairley (Tendring District Council) and Cllr Carlo Guglielmi (Essex County Council) were also present.

Officers: Clerk, Rachel Fletcher and Deputy Clerk, Rachel Edwards (Minutes)

ALSO IN No members of the public were present.

ATTENDANCE:

24.155	Chair's Welcome
	The Chair welcomed everyone to the meeting.
24.156	Apologies and reasons for absence
	Apologies were received from Cllr Whiteley.
24.157	Public participation session relating to items on the agenda
	No members of the public were present.
24.158	Declaration and Register of Interests and Dispensations
	Interests were declared by Cllr Fontaine as a Trustee of the Millennium Green Trust. It was noted that dispensations remained in place (See Minute number 23.122 for full details).
24.159	Minutes of meeting held on 11 November 2024
	The Minutes of the meeting were approved as a true and accurate record. Delegated decisions were noted/reconfirmed.
24.160	Planning
	Applications published, received, validated and/or decided since the last meeting were noted. Comments on new applications and appeals were agreed as outlined below. It was noted that, where appropriate, reference would be made to the Neighbourhood Plan policies/Village Design Statement when commenting on planning applications. See https://www.tendringdc.gov.uk/planning/planning-applications for current applications. It was noted that weekly lists provided by Tendring District Council (TDC) were sent to Councillors.
Applications	<p>a) Information Only – Comment Date passed 24/01655/FULHH Proposed two storey side extension. Manor House, Station Road, Ardleigh CO7 7RT</p> <p>b) 24/01693/COUNOT Prior Approval Application: Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for change of use, conversion and extension of an agricultural building to create a two-bedroom dwelling. Gods House, Harts Lane, Ardleigh CO7 7QQ Council resolved to object. Application falls outside scope of the Ardleigh Neighbourhood Plan.</p> <p>c) 24/01736/FUL Proposed Change of Use from Residential (Use Class C3) to Non-Residential Creche, Day Centre or Nursery (Use Class E). Copeland, John De Bois Hill, Ardleigh CO7 7PJ Council resolved to support with comments as applied to earlier application, plus mention further reduced visibility due to Endeavour Automotive parking vehicles on the bridge over the A120.</p> <p>d) 24/01731/LUEX Application for Lawful Development Certificate for Existing Use for proposed garden use. Lodge Farm, Lodge Lane, Ardleigh CO7 7PG Council resolved to support with a condition requested that land should only be used as stated on the application.</p> <p>Received after publication of the Agenda</p> <p>e) 24/01780/COUNOT Prior Approval Application: Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for change of use and conversion of 1 no. existing agricultural building into one C3 dwellinghouse. Gods House Farm, Harts Lane, Ardleigh CO7 7QQ</p>

	<p>Council resolved to object. Application falls outside scope of the Ardleigh Neighbourhood Plan.</p> <p>f) 24/01806/TCA Conservation Area – trim two sycamore trees to approx. 6 to 7m high. New Hall, Station Road, Ardleigh CO7 7RS</p> <p>Council resolved not to object.</p>
<p>Other/ Appeals</p>	<p>To note or consider any other applications including enforcement issues.</p> <p>a) <i>Flying Trade Group Planning permission food storage and distribution facility</i></p> <p>Cllr Waters to report on contact with Council’s barrister. To consider Cllr Waters’ suggested updates to the response to Tendring District Council’s Planning Department regarding the conditions attached to the original planning permission (See attachment).</p> <p>Questions were previously posed to Tendring District Council’s Planning Department by the Council’s barrister. In reply to their response, Cllr Waters suggested the Council asked our barrister to strongly request the Planning Department ensure conditions were met and follow the requests made in the first correspondence between our barrister and the Planning Department. The Council resolved to do this. Cllr Waters would contact the Council’s barrister to request his drafted response be sent.</p> <p>No action had been taken on the land by the applicant since permission was granted.</p>
<p>24.161</p>	<p>Other Planning and Infrastructure issues</p>
	<p>a) <i>Tendring/Colchester Borders Garden Community (and related issues)</i> To note updates since the last meeting.</p> <p>i. Community Stewardship Solutions, specialist consultants drafting a Stewardship Framework for the Garden Community will present their Garden Community Pathway to Stewardship: Framework and Recommendations to Council members, and other interested parties, on 6 December 2024.</p> <p>Cllrs Barrott, Mason, Fairley and Guglielmi attended the presentation. This was a long-term project; stewardship should make the Garden Community a good place to live. Slides from the presentation would be shared amongst Councillors.</p> <p>Crockleford issues could be addressed by a Community Governance Review. The Clerk would investigate the process.</p> <p>Councillor Talbot joined the meeting at 8pm.</p> <p>ii. A Senior Development Manager from Latimer, the Garden Community developer, would be meeting online with Councillors on 16 December 2024.</p> <p>Questions raised previously would be combined with earlier consultation responses and forwarded to the consultant liaising with Latimer before the meeting.</p> <p>iii. Council to consider their response to the third round of consultations from Latimer. A draft could be prepared and revised, if needed, following the meeting on 16 December (as above). https://www.latimer.community/feedback</p> <p>Previous responses would be amalgamated with feedback from Councillors who attended the Community Stewardship Solutions presentation on 6 December 2024 and the meeting on 16 December 2024.</p> <p>b) <i>Pylons, Substations, Windfarms and related</i> To note updates since the last meeting.</p> <p>i. Five Estuaries: Council to consider whether to appoint a barrister to act on the Council’s behalf. Two responses and a report have been submitted; comments closed 16/12/2024. https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN010115</p> <p>The Clerk had contacted the Council’s barrister again as no response. Councillors questioned the value/cost of appointing a barrister and whether it would be possible for someone to attend the hearings and represent the Council rather than appointing a barrister. The Council resolved to pend the decision, subject to estimates of costings. The Council intend to appoint a barrister to represent them at the National Grid examinations.</p> <p>ii. North Falls: At the pre-examination stage with the Planning Inspectorate; the Council has been registered as an interested party. https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN010119</p>

	<p>iii. Tarchon Interconnector Project: Ofgem have agreed the process to allow this project in principle. https://www.tarchonenergy.net/news/Initial Project Assessment of the Window 3 Interconnectors - decision Ofgem</p> <p>c) Meeting with Sir Bernard Jenkin in November Sir Bernard, in conjunction with Cllr Guglielmi had written to Kevin Bentley about transfer of the land at Glebe Corner and Ian Davidson for clarification on aspects of the Garden Community and would speak to Anglian Water about Parish Council representation on the Ardleigh Reservoir Committee following the meeting on 7 November 2024. Ardleigh Reservoir Committee exists in name only as a liaison relating to the planning application and conditions applicable. Once the reservoir is handed over fully to Anglian Water a formal committee will be convened. This may be prepared to look at reservoir design to aide biodiversity and wildlife and the planned reservoir footpath.</p> <p>d) Meeting with Gary Guiver, Tendring District Council An online meeting was held with Gary Guiver, Tendring District Council’s Director of Planning and Community to update Councillors on current Government targets for housing for Tendring District. A follow-up meeting would be arranged by the Clerks. The meeting detailed new government plans for District Council building targets. These were vastly increased. Mineral reviews may need to be held again to supply additional building materials to meet the new targets.</p> <p>e) Call for Heritage Sites Tendring District Council is running a six-month ‘Call for Heritage Sites’ public consultation. Non-designated heritage assets can be submitted to Tendring District Council for future consideration (See attachment). The District Council scheme requires sites to be put forward. Anyone can submit suggestions. The Clerks would share on socials.</p>
24.162	Community Projects, events and assets
	<p>a) 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) (See attachment). More vehicles were reported in November and many of these were travelling at greater speeds.</p> <p>b) Potential Approach to Other Village Magazines Council to consider suggestions whether to approach Dedham or Great Bromley magazines for inclusion of an Ardleigh Parish Council article. To discuss: printing costs of additional magazines needed; administration and distribution within Ardleigh. The Ardleigh Advertiser was no longer being produced. It had been relied upon by many residents and was an ideal medium for Parish Council contact with the community. A volunteer was needed to produce a new magazine; there should be plenty of advertising available. Copies of local village magazines would be obtained for reference. Social media could be used to ask for volunteers. The Clerks would contact the Great Bromley magazine editor to discuss possible liaison.</p>
24.163	Highways, Public Rights of Way (PRoW) and related issues
	<p>a) Parking Matters. To note updates since last meeting. Letters were delivered to residents/businesses in the Station Road area. Several responses were received and forwarded to Councillors. The cut-off date for response was 23 December 2024; the Clerks would progress this in January.</p> <p>b) Endeavour Garage. To note further residents’ complaints and to consider further action. To ask Carlo formally to act. The Council resolved to ask Cllr Guglielmi to progress the parking issue with Essex Highways.</p> <p>c) Weight Restrictions. To consider a proposal to extend existing weight limits in the Village. Highways will investigate to review whether this would be possible on the B1029. Better signage may be needed. This would be discussed at a later meeting once Essex Highways had assessed the situation.</p>

	d) 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 .																														
24.164	Reports and Correspondence																														
	<p>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> <p>Cllr Fairley – matters already discussed. She attended the Tendring District Association of Local Councils’ meeting to update members on infrastructure projects/deadlines. Tarchon are the driver for land consumption now.</p> <p>Cllr Guglielmi – Farmers rallied at the Tendring District Council meeting on 26 November 2024; the District Council backed the farmers’ cause against recent budget legislation. No response to the letter drafted to Kevin Bentley from Sir Bernard about Glebe Corner. A resident had received a positive response, and action was taken by Essex Highways about issues with ditches and flooding.</p> <p>b) Councillors’ reports including reports of training or meetings.</p> <p>c) Clerks’ report - To receive a report on key tasks undertaken since the last meeting including delegated decisions and key correspondence (See attachment).</p> <p>Correspondence received from British Telecom via Tendring District Council about decommissioning the phone box adjacent to 2 The Terrace, Colchester Road. The Council would consider adopting it. The Clerks would share on socials to gain suggestions from residents to re-purpose it.</p>																														
24.165	Parish Council Finance																														
	<p>a) To confirm the bills for payment for Parish Council and Village Hall including payments made using delegated authority.</p> <table border="1"> <tr><td>EALC</td><td>£156.00</td></tr> <tr><td>Aegis Integrated Security Ltd</td><td>£330.00</td></tr> <tr><td>D M payroll Ltd</td><td>£84.00</td></tr> <tr><td>Acetech Security</td><td>£108.00</td></tr> <tr><td>Jill Hamblin</td><td>£159.52</td></tr> <tr><td>Adobe Rachel Fletcher (Clerk expenses)</td><td>£19.97</td></tr> <tr><td>Rachel Edwards (Deputy Clerk Expenses)</td><td>£138.00</td></tr> <tr><td>CloudyIT</td><td>£165.36</td></tr> <tr><td>Primec</td><td>£42.00</td></tr> <tr><td>Rachel Fletcher Clerk expenses</td><td>£8.10</td></tr> <tr><td>Bland Landscapes</td><td>£353.40</td></tr> <tr><td>SLCC</td><td>£190.00</td></tr> <tr><td>SLCC enterprises</td><td>£36.00</td></tr> <tr><td>SLCC</td><td>tbc</td></tr> <tr><td>Superfine Fencing (Evan Weinding)</td><td>£198.30</td></tr> </table> <p>b) To consider proposed budget and precept requirement for 2024-25. Budget must be finalised and precept set in time for the January deadline (See attachment).</p> <p>The draft budget was prepared. The Clerk advised Council income may drop and as costs were rising, the Precept would need to increase. The Council cannot meet its obligations without necessary finance and the decision was taken last year to agree only a minimal increase. Councillors were asked to send any feedback quickly to allow final proposals to be made.</p>	EALC	£156.00	Aegis Integrated Security Ltd	£330.00	D M payroll Ltd	£84.00	Acetech Security	£108.00	Jill Hamblin	£159.52	Adobe Rachel Fletcher (Clerk expenses)	£19.97	Rachel Edwards (Deputy Clerk Expenses)	£138.00	CloudyIT	£165.36	Primec	£42.00	Rachel Fletcher Clerk expenses	£8.10	Bland Landscapes	£353.40	SLCC	£190.00	SLCC enterprises	£36.00	SLCC	tbc	Superfine Fencing (Evan Weinding)	£198.30
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24.166	Amenities and Contracts																														
	<p>To receive updates and take decisions on Parish Council amenities and contracts including:</p> <p>a) Council contracts and contractors To consider and agree which Councillors would look at contracts needed for next year as resolved at the November 2024 meeting. Maintenance contracts are due for renewal at the end of March 2025.</p> <p>Council resolved that Cllrs Barrott, Mason and Marshall would work with the Clerks. The Clerk would take the lead.</p> <p>b) Play and Exercise equipment To note updates since last meeting (See attachment).</p> <p>Cllr Blyth attended a training course earlier in the year which stated inspection records must be kept for 21 years. The Clerks were aware of this and already had systems in place to this effect.</p>																														

	<p>The Deputy Clerk advised quarterly inspections had been undertaken; reports would be shared later. S106 applications had been submitted for the Colchester Road play area and new bins.</p> <p>c) Ardleigh Recreation Ground To note updates since last meeting.</p> <p>Following the damage to the Recreation Ground, CCTV images were shared with police and would be shared on socials. A new camera could be considered to give wider coverage of the area.</p> <p>d) Cemetery/churchyard matters To note updates since last meeting.</p> <p>Cllrs Marshall and Mason completed their inspection. Report shared with Councillors.</p> <p>e) Millennium Green To note updates since last meeting. None.</p> <p>f) Village Hall matters To note updates since last meeting including Village Hall meeting held on 25 November (See attached).</p> <p>Acoustic panels would be fitted in the Hall during the Christmas break if possible.</p> <p>g) Other Amenities and Open Spaces issues To consider whether to obtain an independent valuation for the land offered to the Council as a potential purchase and whether further questions have arisen (See attached).</p> <p>Council resolved to obtain an independent valuation and possibly appoint legal representation in the future. Brooks Leney from Hintlesham, Strutt and Parkers, or Stanfords were recommended.</p> <p>h) Biodiversity issues and updates To note updates since last meeting. None</p>
24.167	Future meetings and meeting closure
	<p>a) To confirm the scheduled next meeting on Monday 13 January 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 closed 21.20pm</p>

Signed by Meeting Chair..... Date.....