



ARDLEIGH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8 APRIL 2019 AT THE VILLAGE HALL AT 7.30PM

PRESENT: Cllr Barrott (Chair),
Cllr's Smith, Fontaine, Thompson, Chase-Gardener, Marshall and Talbot
Clerk - Karen Thompson

ALSO IN ATTENDANCE: There were members of the public in attendance. Cllr Gugliemli (Essex County Council) and Cllr Stock (Tendring District Council) were present for part of the meeting.

19/054 Chairman's Welcome

The chair welcomed all to the last meeting of this current parish council as May 2019 would see the start of a new 4 year council term with some changes to the make-up of the council.

19/055 Apologies and reasons for absence

The Council resolved to accept the apologies of Cllr Partridge, Scott-Barrett, Andrews, and Fryer.

19/056 Declaration of Interests - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.
There were none declared.

19/057 Public participation session with respect to items on the agenda and other matters that are of mutual interest

A member of the public reported that the junction of Morrow Lane and Waterhouse Lane was very dangerous, and he reported that he had been involved in 2 near misses in recent week. The driver's visibility of Waterhouse Lane looking left when approaching the junction from Morrow Lane is severely impeded by a hedge which has been allowed to grow from the original hedge line past the road sign and to within 1ft of the kerb. The junction is also dangerous because of the lack of 'give-way' signage and the white lines on the road surface are very faded. Cllr Chase-Gardener resolved to speak to the hedge owner to ask if it could be cut back. The council also resolved to report the situation to ECC Highways and involve our Essex County Councillor Carlo Gugliemli.

It was again reported that there was a suspicion of buildings in a field being used for living accommodation.

19/058 Minutes of the last meeting of the Council held on 11th March 2019
Councillors resolved to accept the minutes of the meeting as an accurate record.

19/059 Clerk's Report

The council received the Clerks report and raised concerns about the number of people parking in Gernon Rd. It was agreed that this was a matter for ECC Highways and not something the council could alleviate.

19/060 District and County Councillors

To receive the reports of the District Councillor and the County Councillor.

Cllr Neil Stock of Tendring District Council reported that TDC had made available some finance for Essex rural broadband which was hoped to supply fibre to the premises for up to 7000 rural properties by July 2019,

Cllr Stock also spoke about the reports that the Housing Supply numbers for Tendring which was set at 550 per year was being respected by the Planning Inspectorate as shown in recent appeal decisions. The reports around the Land Delivery Test suggest that this might be increased but nothing has been changed yet.

19/061

Planning

Applications

19/00287/LBC

[Replacement single storey rear extension.](#)

Beumaris Dead Lane Ardleigh Colchester Essex CO7 7QD
The council had no objection to this planning application.

19/00286/FUL

[Replacement single storey rear extension.](#)

Beumaris Dead Lane Ardleigh Colchester Essex CO7 7QD
The council had no objection to this planning application.

19/00352/FUL

[Proposed new detached dwelling.](#)

Land adjacent 43 Harwich Road Lawford Essex CO11 2LS
The council resolved to object to this planning application on the grounds that the site falls outside the settlement development boundary (SDB) and the emerging local plan restricts new housing to areas within the SDBs. It was also felt that there was no requirement for further detached housing in this area and as the 5-year housing supply is met then new housing should be restricted to identified development sites. Please note that a similar application at this address was refused recently (18/00649 refers).

19/00427/FUL

[Proposed demolition of existing dwelling and erection of five bungalows.](#)

Mount View Fox Street Ardleigh Essex CO7 7PS
To note the email received concerning this application (see attached).

19/00449/FUL

[Proposed garage conversion and alterations including new pitched roof \(replacing flat roof and low pitched roof\) and front porch.](#)

Oatlands Harts Lane Ardleigh Colchester Essex CO7 7QQ
The council had no objection to this planning application.

19/00441/FUL

[Erection of a new workshop and partial demolition of the existing disused glasshouses.](#)

Old Shields Farm Waterhouse Lane Ardleigh Essex CO7 7NE
The council had no objection to this planning application.

19/00467/FUL


[Erection of 6no. detached dwellings and garages with access.](#)


Land adjacent Fernview Turnpike Close Ardleigh Essex CO7 7QW
Ardleigh Parish Council object to this planning application on the grounds that the site falls outside the settlement development boundary (SDB) and the emerging TDC local plan restricts new housing to areas within the SDBs.
There is no requirement for further detached housing in this area and as the 5 year housing supply is met then new housing should be restricted to identified development sites. Furthermore, this site falls within the very rural settlement of Crockleford Heath which is a considerable distance from Ardleigh and which make the site one of the least sustainable rural areas. Permission for 3 houses on this site was refused (17/00646/Out refers).


19/00509/TCA

[1 No. Eucalyptus - reduce back to cutting points, 1 No. Willow - reduce canopy by 40%](#)

3 Wheatlands Station Road Ardleigh Colchester Essex CO7 7RS
The council had no objection to this planning application.

19/00500/FUL [Proposed new roof & associated remedial works following fire damage.](#) 
Blue Barns Cottage Old Ipswich Road Ardleigh Colchester Essex CO7 7QL
The council had no objection to this planning application.

19/00501/LBC [Proposed new roof & associated remedial works following fire damage.](#) 
Blue Barns Cottage Old Ipswich Road Ardleigh Colchester Essex CO7 7QL
The council had no objection to this planning application.

19/00516/TCA [1 No. Magnolia - reduce](#) 
11 Ardleigh Court Ardleigh Colchester Essex CO7 7L
The council had no objection to this planning application.

Decided

Approvals:

18/02026/FUL [Extension to existing outbuilding.](#)
Devon House Malting Farm Lane Ardleigh Colchester Essex CO7 7QG

18/02108/FUL [Extension to garden and construction of an outbuilding to form a garage, workshop and kennel.](#)
Applewood Waterhouse Lane Ardleigh Colchester Essex CO7 7NE

19/00054/FUL [Proposed detached double garage with storage above.](#)
The Old Stables Frating Road Ardleigh Colchester Essex CO7 7SU

19/00245/TELLIC [Proposed installation of no.1 0.3m dish to existing mast.](#)
Land at Dedham Road Layby Ardleigh Essex

Decided None

Refusals:

Approval Not Required

[Proposed steel framed general purpose agricultural building.](#)
Goodhall Farm Coggeshall Road Ardleigh Colchester Essex CO7 7LR
Ref. No: 19/00354/AGRIC

To be determined by another authority

[Proposed Office \(B1\) Development.](#)
Apex 12 Old Ipswich Road Langham CO7 7QR
Ref. No: 18/01960/NACON

Applications Closed

[Additional storage required for machinery, hay, straw & agricultural products.](#)
Goodhall Farm Coggeshall Road Ardleigh Colchester Essex CO7 7LR
Ref. No: 19/00342/AGRIC – Further information required re flooding

Appeals

[APP/P1560/W/18/3217198](#)

Site Address

Evergreen, Turnpike Close
Ardleigh
COLCHESTER
CO7 7QW

Comments due by 12 April 2019. TDC reference [19/00017/REFUSE](#)

[APP/P1560/W/18/3218683](#)

43 Harwich Road
Lawford
MANNINGTREE
CO11 2LS

Comments due by 12 April 2019. TDC reference [18/00649/REFUSE](#)

19/062 Churchyard & Cemetery

19/62.1 **To note the emergency work done to make safe fallen branches in the churchyard.**
This was noted.

19.62.2 **To receive the councillor inspection report and consider any urgent health & safety repairs.**

No report was available but would be made available when completed.

19/063 Recreation, Play and Open Spaces

To receive reports on condition of play areas and equipment and resolve to repair any urgent health and safety risks.

The Colchester Road Play Area report was submitted with no works needed.

The reports for the Millennium Green and Recreation Ground were not available. Any urgent works would be reported direct to the clerk.

It was noted that dog owners not cleaning up after their dog was an issue for both the Millennium Green and Recreation Ground. It was agreed to highlight this issue in the village magazine the Ardleigh Advertiser and request visits from the dog warden.

19/064 Contract awards

To decide to award the clock servicing contract to Harwood Horological for Clock servicing after receiving a quote for £275.

The council resolved to award the clock servicing contract to Harwood Horological.

19/065 Parish Assembly Requirements

To decide the format and invitees to the Parish Assembly on May 20th.

The council resolved to continue with the current format of local groups being invited to speak and to hold the Village Hall, Recreation Ground and Millennium Green AGMs at the Assembly.

19/066 Parish Council Policies

19/66.1 To approve the following:

- Code of practice for handling complaints - new
- Asset Register

The council resolved to approve the (new) Code of Practice to Handling Complaints after rectifying one typing error.

The council reviewed the Asset Register and resolved to approve it.

19/067 Village Security Measures

To note the progress on CCTV discussions with contractors for CCTV installation for the car parks areas around the Village Hall and Recreation Ground.

The council received an update on the discussions with CCTV companies regarding the best siting of cameras to cover the village hall car park and outside area and the Recreation Ground car park and play equipment. The council discussed the benefits of having cameras sited inside the village hall and decided that the foyer, covering coat racks etc,

could be covered but not the hiring rooms. The council discussed the best location for the Digital Video Recorder (DVR) as it needed a secure location where viewing was also secure and the council considered creating a small room in the village hall foyer where the equipment could be sited securely.

19/068 Public Rights of Way (PROW) and Highways

- 19/68.1 To consider a request for assistance regarding trees along Blacksmiths.
The clerk advised that the footpath behind the garden of the house was owned by Tendring District Council and it was agreed that the tenant would be advised to speak to TDC about the issue.
- 19/68.2 To consider the corner of Morrow Lane and Waterhouse lane hedge impeding visibility.
This item was dealt with under Public Participation (19/57).

19/069 Tendring Car Rally

To note the Public Notice concerning Road Traffic Regulations as a result of the Tendring Car Rally on 27th and 28th April.
This was noted.

19/070 Parish Council Donations

To consider a request for a parish council donation to the Tendring Local History Recorders.
It was resolved to award a donation of £100 to the Tendring Local History Recorders to assist them with IT and administration.

19/071 Parish Council Finance

- 19/71.1 To receive the Parish Council Financial Statement as at the 31 March.
This was received and the financial position noted.
- 19/71.2 To approve the bills for payment for Parish Council—Cheques/Bacs payments including EALC affiliation fee.
The following invoices were approved for payment.

Net Pay	£	721.15
Clerks Pay for hours is £979.60		
HMRC Tax and NI	£	255.23
Pension Contribution	£	68.57
Clerk expenses	£	96.90
JF Tree Specialist - grass cutting etc	£	1,032.00
EALC affiliation Fee	£	511.99
Skip Hire – Collins (Village Centre Car park path clearance)	£	174.00
Affiliation to Institute of Cemetery Management	£	95.00
Letter box for Village Hall for broadband installation	£	22.00
EALC Health & Safety Course	£	132.00
Broadband router and line installation	£	71.99
EON streetlighting	£	138.10
EALC training risk assessment course	£	132.00
EALC training playground inspection exam	£	192.00
EALC Councillor training Day 2	£	108.00
EALC training playground inspection training course	£	180.00
T Shillaker Handyman	£	180.00

The EON streetlighting bill suggested that a further £119 was outstanding and the clerk was asked to investigate.

19/072 Internal Audit

To approve the 31st March 2019 financial position and begin internal audit with Heelis and Lodge internal auditors.

The council resolved to submit all documentation to Heelis and Lodge for internal audit.

19/073 TDALC update

To receive a verbal report from the last TDALC meeting.

Cllr Marshall attended the recent TDALC meeting and advised that the meeting discussed a potential new requirement for Tendring housing but also that the parish councils were frustrated by the lack of infrastructure.

The TDALC meeting also discussed progress being made that might provide parish councils with a right to complain to the Ombudsman about District/Borough actions.

19/074 Complaint received on 11th March regarding Blacksmiths Lane.

To consider the progress made on assessing the complaint made regarding Council minutes referencing Blacksmiths Lane.

The council noted that the complaint made to the council on 11th March 2019 had been considered by the council vice-chair. The finding of this consideration was that the parish council had made assumptions that were incorrect and this had led to minutes being recorded suggesting that mud on Blacksmiths Lane was at times the fault of a lorries delivering to a build site off Blacksmiths Lane which the owner did not have a right to use. It was proven that the owner did have a legitimate right to use Blacksmiths Lane and was not the cause of the mud that accumulated on the lane. The council resolved to apologise to the complainant.

19/075 Information for the next meeting – Annual Parish Council meeting

- To consider items for the next meeting and suggest new items.
- Election of chairman
- Chairman’s Declaration of acceptance of office
- Election of Vice chairman
- Appointment of lead councillors to liaison positions
- Agree banking mandates for Parish Council banks accounts.
- AGM of Recreation Ground for 18/19 – separate meeting on 2nd May.

Approval of

- Code of Conduct
- Standing Orders
- Financial Regulations
- Code of Practice for Handling Complaints - New

19/076 Meeting Closure & Date of Next Meeting

Monday 13th May 2019.

The chairman thanked everyone for their work over the time of this council, especially those that were not standing again, and looked forward to welcoming some new councillors in May.

Signed by Meeting Chair on