

ARDLEIGH PARISH COUNCIL



**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD ON 8 FEBRUARY 2016 AT THE VILLAGE HALL AT 7.30PM**

PRESENT: Cllr Barrott (Chairman),  
Cllrs Talbot, Halsey, Thompson, Chase-Gardener, Smith and Partridge.

IN ATTENDANCE: one member of the public, District Cllr Stock and County Cllr Guglielmi.

**280 Chairman's Welcome**  
The Chairman welcomed everyone to the meeting.

**281 Apologies and reasons for absence.**  
Apologies had been received from Cllr Brown, Fryer and Scott-Barrett

**282 Declaration of Interests** - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.  
There were no declarations of interest.

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

One member of the public who lives on Colchester Road raised a concern about the number of HGV's passing through the village early each morning, driving in convoy and at excessive speed. The Chairman reported that a similar complaint had been received from residents in Burnt Heath where the vehicles are also breaking the weight restrictions. CC Guglielmi undertook to raise these matters with the police and with Trading Standards.

District Cllr Stock reported that TDC will be increasing Council Tax by 1.99%; that the free parking scheme is being retained and that TDC has already made savings amounting to £10M.

CC Guglielmi reported that ECC will be increasing Council Tax by 1.99% plus 2% for the "care package".

Cllr Chase-Gardener reported that a music venue (Little Rabbit Barn) was operating music events and asked whether this required planning permission and a licence. Cllrs Stock and Guglielmi agreed to raise this with the relevant departments at TDC.

The alignment of FP49 was raised and CC Guglielmi agreed to raise this with ECC's footpaths officer.

Cllr Halsey reported on the recent Transport Representatives meeting and advised that some changes were being made to the bus routes that serve Ardleigh, namely 102 route at Harwich is being amended, 104 will now include Dedham and there will be timetable changes to the 105 from 11 April.

**284 Minutes of the last meeting of the Council held on 11<sup>th</sup> January, 2016**  
The draft minutes of the meeting of 11<sup>th</sup> January, 2016 were agreed as a true and accurate account of the proceedings of the meetings.

**285 Matters arising**  
Parish Clerk  
It was reported that there had been 35 expressions of interest in the role and that 14 completed application forms had been received. The closing date is 12 February. It was agreed that Cllr halsey would draw up a form for the assessment of the applications. Cllr Chase-Gardener advised that Vanessa would complete the year end accounts before completing the handover to the new Clerk.

286

**Planning**

16/00007/FUL

*Morrowood Cottage, Morrow Lane, Ardleigh*

Turn existing dwelling into garage and to replace roof to increase the height.  
(Variation of condition 6 of planning permission 14/00536/FUL)

[Ardleigh Parish Council supports this application.](#)

16/00049/FUL

*Land Adjacent Cypress Cottage, Colchester Road, Ardleigh*

Proposed detached house

[Ardleigh Parish Council strongly opposes this application.](#)

16/00050/FUL

*Churchgate House, The Street, Ardleigh*

Change of use from office B1 to residential property. Erection of brick and timber fence boundaries. Remodelling of existing rear (west) wall. Raising of lean-to roof to south side elevation and replacing with tiled roof and new window. Installation of family bathroom and en-suite.

[Ardleigh Parish Council strongly opposes this application.](#)

16/00052/LBC

*Churchgate House, The Street, Ardleigh*

Change of use from office B1 to residential use, including new timber and brick boundary walls. Installation of family bathroom and raising of lean-to roof to south elevation. Installation of French door and sidelights with alterations to west elevation.

[Ardleigh Parish Council strongly opposes this application.](#)

**For info only:**

16/00012/CMTR

*Ardleigh Highway Depot, Harwich Road, Ardleigh*

Variation of condition 2 of application CC/TEN/20/14 to allow installation of new office/welfare building, minor alterations to site layout and removal of planting strips to northern and eastern boundaries.

[Ardleigh Parish Council supports this application.](#)

**To be determined by another authority**

15/00471/NACON

*Brantham Industrial Estate, Factory Lane, Brantham*

Hybrid application for regeneration of existing industrial estate and development of adjoining land.

Outline: Mixed use development to comprise approximately 320 dwellings; approximately 54,123 sqm of Class B1, B2 and B8 employment uses; approximately 1,440 sqm of Class A1, A3, A4 and A5 retail uses and Class D1 community uses; provision of public open space and new playing pitches (Class D2).

Full; Proposed new access from Brooklands Road; improvements to Factory Lane; new on site road network and structural landscaping; and foul and storm water drainage infrastructure.

[Ardleigh Parish Council is concerned about the impact on HGV's passing through the village that this application will have.](#)

**Approval - Full:**

15/01606/FUL

*Craft Nurseries, 34 Harwich Road, Lawford*

Widen Existing Road

15/01588/FUL

*Red House, Dedham Road, Ardleigh*

Proposed detached garage, including formation of new access and hardstanding and reduction of existing access for use as pedestrian access only.

15/01841/LBC *The Lion Inn, The Street, Ardleigh*  
Changes to layout of Male WC and Female WC (as approved under application 14/01385/LBC) including lowering of part of floor within bar area to provide steps down to Female WC and lowering of external door to courtyard. Replacement windows to the northern and southern elevations.

15/01842/FUL *South View, Colchester Road, Ardleigh*  
Proposed two storey rear extension to form kitchen, living room, study, utility, garage, two bedrooms and en-suite

**Refusal - Full:**

15/01574/FUL *Chapel Cottages, Colchester Road, Ardleigh*  
Removal of existing single storey rear extension and construction of new two storey rear extension

**287 Churchyard and Cemetery**  
To receive reports on condition of area and identify any health and safety risks and consider any decisions for expenditure.  
There was no risk assessment presented as Cllr Fryer was absent. The Chairman reported that contact had been made by some of the grave owners where dangerous loose headstones had been laid flat and that the owners were making arrangements with stonemasons to have the headstones re-installed.

**288 Recreation, Play and Open spaces Colchester Road play area**

288.1 To receive reports on condition of area and identify any health and safety risks and consider any decisions for expenditure  
The RA's were received and noted.

288.2 Email re Colchester Road play area.  
The Chairman reported that an e-mail had been received complaining about the condition of the safety flooring in the Colchester Road play area. It was agreed to close the play area with immediate effect on health and safety grounds and to seek suggestions from the primary school pupils and parents on what they would like to see in a newly designed and equipped play area. It was agreed to explain the closure in the Ardleigh Advertiser and on the adjacent notice-board. It was noted that S106 money should be available to re-equip the area.

288.2 Update on Outdoor Fitness Equipment  
It was reported that this equipment will be located between the tugboat and the swings on the Recreation Ground and that the equipment should be installed in the next few weeks. The Chairman expressed thanks to the GCG Trust for the financial assistance.

**289 Environment and maintenance**

289.1 To receive reports and consider any decisions for expenditure.  
There were no items of expenditure to consider.

289.2 Proposed changes to the Post Office.  
It was agreed that the Parish Council supports the proposals to refurbish the Post Office. It was also agreed that there should be some permanent recognition of the service to the village by Deb and Vidhya. Chairman to consult Deb.

- 290 Public Rights of Way**  
To receive reports and consider any decisions for expenditure.  
No matters to discuss.
- 291 Parish Council Financial Report**
- 291.1 To receive report on Parish Council accounts as at the 31<sup>st</sup> January, 2016  
The report was received and accepted. It was agreed to include an item for the re-equipping of the play area. It was noted that the GCG Trust might be able to assist with costs.
- 291.2 To approve 2016/17 Budget  
It was noted that the budget had not been amended when the forecast was agreed: this has now been done and was approved.
- 291.3 Accounts for payment –Cheques/Bacs payments to be approved for payment and signed
- |   |           |
|---|-----------|
| Fresh-air Fitness (50% deposit) .....                       | £6,344.17 |
| Newsquest (Clerk advert) .....                              | £1144.22  |
| JF Tree Specialist (supply & plant trees, labour foc)... .. | £612.00   |
| Andy Bruce .....  | £264.00   |
- All were approved for payment.
- 292 Village Hall Financial Report**
- 292.1 To receive report on Village Hall accounts as at the 31<sup>st</sup> January, 2016  
The report was received and approved, noting that all late payers had now paid.
- 292.2 To approve 2016/17 Budget  
This was approved.
- 292.3 Review hire charges (last reviewed July 2014)  
It was agreed to increase the hire fees by 1.99%. It was noted that new contracts will be issued to regular hirers.
- 292.4 Accounts for payment –Cheques/Bacs payments to be approved for payment and signed:
- |   |         |
|---|---------|
| S. Mutimer (Bookings & Cleaning – February) ..... | £401.10 |
|---|---------|
- This was approved for payment.
- 292.5 To note submission of Charities Commission Annual Returns for Ardleigh Village Hall and Ardleigh Recreation Ground Trust.  
These submissions were noted.
- 293 TDALC**  
Minutes from latest meeting were reported by Cllr Halsey.
- 294 Correspondence**  
Nothing additional to items already raised.
- 295 Information for the attention of the Clerk for the next meeting.**  
The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2) (b) and the Council cannot lawfully decide any matter which is not specified in the Agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

296

**Any Other Business**

The Queens 90<sup>th</sup> Birthday Beacons – 21<sup>st</sup> April, 2016

It was noted that the Ardleigh beacon is part of the national beacon lighting programme. It was agreed to consider whether other things are needed on the evening. Chairman to ask the schoolchildren for suggestions. Agreed that the Council would sponsor prizes for a competition for the school's pupils relating to the Queen's Birthday.

It was agreed to invite Deb and Vidyha to take part in the lighting ceremony to mark their retirement from the Post Office.

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**Meeting Closure & Date of Next Meeting**

Meeting closed 9.40pm.

Next meeting - Monday 14<sup>th</sup> March, 2016