



ALDHAM PARISH COUNCIL

Parish Clerk: Kevin B. Money 7 Roach Vale Ardleigh Essex CO4 3YN

07810781509 - clerk@aldhamparishcouncil.gov.uk - www.aldhamparishcouncil.gov.uk

Dear Councillor

Your attendance is required at the forthcoming meeting of Aldham Parish Council to be held at the village hall on **TUESDAY 3rd. SEPTEMBER 2024 at 7.30pm** in the Village Hall for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money CiLCA - Clerk/RFO – 28th. August 2024

AGENDA

115/2024 Apologies for absence

116/2024 Declaration of Members interests

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda

117/2024 To approve the minutes of the last meetings held on Tuesday 2nd. July 2024

118/2024 Public Open Forum (Maximum 15 minutes)

119/2024 Visitors Report (CCC Dennis Willetts / CCC Sara Naylor / ECC Lewis Barber)

- New Bus Shelters in the village – ECC Cllr L. Barber
- ECC Locality Fund and Local Community Fund – ECC Cllr L. Barber

120/2024 Finance

- a) To receive the Bank reconciliations as at 31st. August 2024
- b) To receive the comparison of Actual to Budgeted for 2024/25
- c) To approve the payment of Accounts for August & September 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d) Councillors to discuss joining RCCE at £36.75p +VAT

121/2024 Budget 2025/2026 - Councillors to discuss draft budget

122/2024 APC Policies - Councillors to re-adopt the APC policies following working party meeting recommendations. Standing Orders: Code of Conduct: Financial Regulations: FOI: Complaints: Co-Option: Highly Infectious Disease: Statement of Internal Control: Reserves policy: Grant application: Internet Banking: Privacy Policy: Media and Communication policy: Data Protection policy

123/2024 Response to National Grid Statutory Consultation – Cllr A. Scott

124/2024 Planning Applications

125/2024 Planning Decisions affecting Aldham

Reference No. 241275 - Ashington Lodge New Road Aldham Colchester CO6 3QT

Application to determine if prior approval is required for a proposed

The decision made is: **Prior Approval Required (Refused)**

To view the details of the decision on our website, please click on the link below:

[View Planning Application](#)

Reference No. 241291 - Somerson House, New Road Aldham Colchester CO6 3PN

Demolition of existing dilapidated outbuildings

The decision made is: **Approve Conditional**

To view the details of the decision on CCC website, please click on the link below:

[View Planning Application](#)

a) Planning Appeal

Planning Inspectorate APP/A1530/W/23/3336150: Old Bouchiers Hall New Road CO6 3QU.

The appeal is dismissed

- 126/2024** **Unauthorised development at Ashington Lodge – update from Cllr M. Lambert**
- 127/2024** **Draft Recycling & Waste Strategy consultation launch**
- 128/2024** **Update on meeting with CBH – Cllr M. Lambert**
- 129/2024** **Review of the Survey results and in particular our response to the four main issues of housing, Millennium Playing Field, Gallows Green and FP/cycleway link to Marks Tey**
- 130/2024** **Obstructions on highway verges - raised on Facebook**
- 131/2024** **Hedge on playing field – update from the Clerk**
- 132/2024** **A12 Meeting – update from Cllr M. Lambert**
- 133/2024** **Speed Sign in Ford Street – update on pole position from The Clerk**
- Clerk to update for moving Speed Indicator Device (SID) in Aldham
 - Update on having a SID in Brook Road
- 134/2024** **Footpath issue raised on FB – Cllr T. Gearey**
- 135/2024** **Gallows Green update from Cllr M. Lambert**
- 136/2024** **To consider training opportunities available from EALC**
- 137/2024** **Information Exchange**
- 138/2024** **Items for next agenda**
- 139/2024** **To confirm date and time of next meetings. Tuesday 1st. October 2024 at 7.30pm
5th. November & 3rd. December 2024**
- 140/2024** **Councillors to discuss and agree on 2025 meeting dates**
07.01.25: 04.02.25: 04.03.25: 01.04.24: 06.05.24: 03.06.25: 01.07.25: 02.09.25: 07.10.25: 04.11.25:
02.12.25
- 141/2024** **Closure of the Meeting - To close the meeting having considered and determined all items
of business**



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Minutes of Aldham Parish Council meeting held on Tuesday 2 nd . July 2024 at 7.30pm in the Village Hall at Aldham	Action
<p>Present: Cllrs Mike Lambert (Chair), Brenda Brown, Andrew D'Angibau, Adam Scott, Roger Walker, ECC Cllr L. Barber, CCC Cllr S. Naylor and Kevin B. Money (Parish Clerk). There were also present 6 members of the public.</p> <p>098/2024 Apologies for absence were received from CCC Cllr D. Willetts & Cllr T. Gearey</p> <p>099/2024 Declaration of Members interests To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda. None Declared</p> <p>100/2024 To approve the minutes of the last meetings held on Tuesday 4th. June 2024. All Agreed</p> <p>101/2024 Public Open Forum (Maximum 15 minutes) Does Aldham still have the Neighbourhood Watch scheme? Councillors thought it has been disbanded. How often are the verges to be cut by Colchester Borough Homes? CCC Cllr S. Naylor to endeavour to make contact at Colchester Borough Homes Councillor d'Angibau agreed to request to help erect Pylon signage on A1124</p> <p>102/2024 Visitors Report (CCC Dennis Willetts / CCC Sara Naylor / ECC Lewis Barber) CCC S. Naylor – She has had a conversation with Officer at CCC as the review stage is approaching on CCC response to National Grid. James Ryan has been very proactive. 17th. July 2024 next Full Council meeting. ECC Cllr L. Barber - flooding on Brook Road has been submitted for urgent repair. ECC Social Care budget is taking a lot of money from other budgets i.e. potholes etc. Should a 40mph limit along Tey Road be considered? The scale of the challenge to change the speed limit is very high.</p> <p>103/2024 Finance a) To receive the Bank reconciliations as at 30th. June 2024 Councillors noted the Bank reconciliations as at 30th. June 2024 b) To receive the comparison of Actual to Budgeted for 2024/25 Councillors noted the comparison of Actual to Budgeted for 2024/25 c) To approve the payment of Accounts for July 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. All Agreed d) Councillors to approve a letter to Barclays Bank closing the account The RFO recommended to Councillors to sign the Barclays Bank closure form and send it Special Delivery. By doing this the account will be closed and any monies in the account be transferred to Unity Trust Bank. Cllr M. Lambert proposed and Cllr A. Scott seconded. All Agreed. The RFO then asked the Barclays Bank signatories to sign the closure form.</p> <p>104/2024 APC Policies Councillors to re-adopt the following policies: Financial Regulations: Standing Orders: Code of Conduct: Complaints procedure: Equal Opportunities Policy: Internet Banking Policy: Sent prior to the meeting. Cllr M. Lambert proposed to review and update policies and bring back to next meeting for approval. Cllr R. Walker seconded. All Agreed</p> <p>105/2024 Response to National Grid Statutory Consultation. See 108/2024 below</p>	<p>S. Naylor CBHomes A. D'Angibau</p>

106/2024 Planning Applications

241291 - Somerson House, New Road, Aldham Colchester CO6 3PN

Demolition of existing dilapidated outbuildings (as approved under ref 222690 dated 19/12/22) with construction of replacement building to be used in conjunction with existing dwelling as gymnasium and workshop.

RESOLVED: The Parish Council notes the conclusions of the appeal decision last year regarding the undesirability of a separate dwelling in this location and also notes that consent has been given for the demolition of the existing building. Whilst raising no objection to the current proposals the Parish Council would wish to see planning conditions and/or a s106 undertaking that the new building remains ancillary to Somerson House and is not sold or used separately at any time in the future, on the grounds that a separate dwelling in this location would 'undermine the Council's policy of ensuring that new residential development is situated in sustainable locations' (Inspector's report para.14)

241275 - Ashington Lodge, New Road, Aldham Colchester CO6 3QT

Application to determine if prior approval is required for a proposed change of use from agricultural building to dwellinghouse and building operations reasonably necessary for the conversion.

RESOLVED: The Parish Council notes the recent changes to Class Q of the GPDO, but whilst now the building itself does not need to have been used for agriculture, which it has not, it still needs to form part of an 'agricultural unit'. The applicant's agent states it does not need to form part of an agricultural holding in paragraph 1.7 in the Planning Statement, but the Parish Council believe this is incorrect. Notwithstanding reference to a registered holding there is, in the Parish Council's view, a lack of any evidence that Ashington Lodge has ever been operated as an agricultural unit and is not therefore entitled to benefit from permitted development under Class Q.

107/2024 Planning Decisions affecting Aldham

240867 - Bullbanks Farm, Halstead Road Eight Ash Green Essex CO6 3PT

Application for prior notification of agricultural or forestry

The decision made is: **Prior Approval Required (Approved)**

108/2024 To receive update and preliminary conclusions on the response to National Grid Statutory Consultation and to discuss how best to finalise and to communicate key messages to Aldham residents and encourage as many as possible to make individual representations to make representations.

A Draft version has been compiled. The next step is to be shared with Councillors then after local consultation to be placed on APC website and Facebook for resident consultation. Draft copy to Councillors on 4th. July back by 9th. July. To residents on 11th. July back by 19th. July. Sending to NG by 26th. July. Cllr M. Lambert proposed as the Council does not meet until September a final decision can be made electronically. Seconded by Cllr A. Scott. **All Agreed**

109/2024 Clerk to update for moving Speed Indicator Device (SID) in Aldham

The Clerk informed the meeting that the SID device has not been erected in Aldham as per agreement with other Councils. The Clerk has taken pictures of the 2 sites as Bradley from Sudbury Town Council informed the Clerk that the sites allocated are not suitable at New Road and Brook Road. The Clerk to make contact with Bradley at Sudbury Town Council to see why the sites are not suitable.

110/2024 To consider training opportunities available from EALC

All training courses have been circulated

111/2024 Information Exchange

Gallows Green. Mark Nowers from RSPB is willing to meet with Councillors this week to look at the site

Playground slide is dirty and has been cleared. The picnic bench needs attending to. A regular inspection on a monthly basis should be undertaken. Cllr J. Jennings volunteers to carry out monthly inspections

Clerk to investigate

Cllr J. Jennings

Can we get any results from the speed camera van that attends the village?
When is the A12 works being completed? The 1st. weekend of September '24 National Highways informed Cllr M. Lambert. Highway verges have been cut.

112/2024 Items for next agenda

Dates for 2024 / 2025: Policies update: Review Priorities and response to Monkey Survey

113/2024 To confirm date and time of next meeting. Tuesday 3rd. September 2024 at 7.30pm

114/2024 Closure of the Meeting - To close the meeting having considered and determined all items of business

The Chair then closed the meeting at 9.15pm and thanked everyone for attending

Signed

3rd. September 2024

Mike Lambert - Chair

	BANK RECONCILIATION				
Financial year ending 31.03.25					
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24	
Barclays Bank - Current a/c	£ 18,141.71	£ -	£ -	£ -	
Unity Trust Bank Current a/c	£ -	£ 18,141.71	£ 13,181.89	£ 11,937.63	
Unity Trust Bank Savings a/c	£ -	£ -	£ -	£ -	
Total:	£ 18,141.71	£ 18,141.71	£ 13,181.89	£ 11,937.63	
Less Unpresented cheques					
Total of unpresented cheques	£ -	£ -	£ -	£ -	
Net Bank Balances as at	£ 18,141.71	£ 18,141.71	£ 13,181.89	£ 11,937.63	
CASH BOOK					
Balance as at 01.04.24	£ 9,420.71	£ 9,420.71	£ 9,420.71	£ 9,420.71	
Plus Receipts	£ 8,721.00	£ 8,721.00	£ 9,811.71	£ 9,814.13	
Total	£ 18,141.71	£ 18,141.71	£ 19,232.42	£ 19,234.84	
Less Payments	£ -	£ -	£ 6,050.53	£ 7,297.21	
Grand Total	£ 18,141.71	£ 18,141.71	£ 13,181.89	£ 11,937.63	
Difference	£ -	£ -	£ -	£ 0.00	
Bank Balance as at	31.08.24				
Unity Trust Bank Current a/c	£ 11,937.63				
Unity Trust Bank Savings a/c	£ -				
Total:	£ 11,937.63				
Less Unpresented cheques					
Total of unpresented cheques	£ -				
Net Bank Balances as at	£ 11,937.63				
CASH BOOK					
Balance as at 01.04.24	£ 9,420.71				
Plus Receipts	£ 9,814.13				
Total	£ 19,234.84				
Less Payments	£ 7,297.21				
Grand Total	£ 11,937.63				
Difference	£ 0.00				
Bank Balance as at					
Unity Trust Bank Current a/c					
Unity Trust Bank Savings a/c					
Total:					
Less Unpresented cheques					
Total of unpresented cheques					
Net Bank Balances as at					
CASH BOOK					
Balance as at 01.04.24					
Plus Receipts					
Total					
Less Payments					
Grand Total					
Difference					



Aldham Parish Council

Current T1

60-83-01 • 20505556

Balance

£ 11,937.63

Available

£ 11,937.63

Balances are correct as of 08:45 on 29 Aug 2024.

↓ Date	Description	Paid in	Paid out	Balance
10/07/24	ALDHAM PC • SR0907242987215	1.21		11,937.63
10/07/24	ALDHAM PARISH C • SR0907242987215	1.21		11,936.42
04/07/24	B/P to: Kevin B. Money • CLERK SALARY		-473.50	11,935.21
04/07/24	B/P to: Aldham Village Hal • APM EXPENSES		-12.00	12,408.71
04/07/24	B/P to: EALC • INV. 17804		-9.98	12,420.71
04/07/24	B/P to: Aldham Village Hal • MEETING COSTS		-144.00	12,430.69
04/07/24	B/P to: Landscape Services • INV. 2856		-303.60	12,574.69
04/07/24	B/P to: Landscape Services • INV. 2862		-303.60	12,878.29
30/06/24	Service Charge		-6.33	13,181.89
20/06/24	HMRC VTR • XKV126000102390	1,090.71		13,188.22
07/06/24	B/P to: Mrs L D Batterham • FLOWERS FOR APA		-29.68	12,097.51
07/06/24	B/P to: Aldham Village Hal • APC MEETING COST		-26.25	12,127.19
07/06/24	B/P to: Brenda Brown • APC		-100.00	12,153.44
07/06/24	B/P to: Aldham Village Hal • CCC S106 MONIES		-1,867.34	12,253.44
07/06/24	B/P to: Jean Jennings • GIFT CARD FOR APA		-70.00	14,120.78
05/06/24	B/P to: Kevin B. Money • LANDSCAPE - 2795		-480.00	14,190.78
05/06/24	B/P to: Kevin B. Money • LANDSCAPE - 2811		-303.60	14,670.78
05/06/24	B/P to: Kevin B. Money • LANDSCAPE - 2800		-303.60	14,974.38
05/06/24	B/P to: Kevin B. Money • LANDSCAPE - 2819		-303.60	15,277.98
05/06/24	B/P to: Kevin B. Money • CLERK APRIL SALARY		-473.50	15,581.58
05/06/24	B/P to: EALC • INV. 17508		-167.39	16,055.08
05/06/24	B/P to: Jan Stobart • APC INTERNAL AUDIT		-245.00	16,222.47
05/06/24	B/P to: Landscape Services • INV. 2831		-303.60	16,467.47

APC ACTUAL AGAINST BUDGET REPORT 2024/2025					
		Agreed 2024/25	Total Income / spend to Sept '24	Left in Budget as at Sept '24	Anticipate d left in budget at 31.03.25
Income	Precept	16526	£ 8,263.00		
	Other Income / Grant	916	£ 458.00		
	Wayleave	0	£ -		
	Bank Interest	0	£ 2.42		
	VAT Refund	0	£ 1,090.71		
	TOTAL	17442	£ 9,814.13		
Exp.					
	Salary	5382	£ 2,691.00	£ 2,691.00	£ -
	Mileage Expenses	50	£ -	£ 50.00	£ 50.00
	Home / Office allowance	300	£ 150.00	£ 150.00	£ -
	Grounds maintenance	3000	£ 3,436.00	-£ 436.00	-£1,950.00
	Playing Field Inspection	100	£ -	£ 100.00	£ -
	Street Lighting	120	£ 37.77	£ 82.23	£ 50.00
	Fees & Subscription	275	£ 202.39	£ 72.61	£ 72.00
	Stationery	50	£ 56.04	-£ 6.04	-£ 6.04
	Insurance	675	£ -	£ 675.00	£ -
	Village Hall Hire	250	£ 170.25	£ 79.75	£ -
	Audit Fees	250	£ 272.00	-£ 22.00	-£ 22.00
	Courses, Books & Travelling	400	£ -	£ 400.00	£ 200.00
	Poppy Wreath	25	£ -	£ 25.00	£ -
	Grapevine Magazine	420	£ -	£ 420.00	£ -
	Donations Other	150	£ -	£ 150.00	£ -
	Fete or Events	500	£ 211.68	£ 288.32	£ 150.00
	Defibrillator	200	£ -	£ 200.00	£ -
	Tree Surgery & maintenance	500	£ -	£ 500.00	£ 100.00
	General Admin & Postage	50	£ -	£ 50.00	£ 50.00
	Miscellaneous	750	£ -	£ 750.00	£ 750.00
	Speed Gun	100	£ -	£ 100.00	£ 100.00
	Website	500	£ -	£ 500.00	£ -
	Clerk expenses	50	£ -	£ 50.00	£ 50.00
	Contingency	3045	£ 1,873.67	£ 1,171.33	£ 500.00
	Playing Field Rent	300	£ -	£ 300.00	£ -
	TOTAL	17442	£ 9,100.80	£ 8,341.20	£ 93.96
	Outstanding VAT Claim		£ 696.41		
	Total Expenditure		£ 9,797.21		

	APC FINANCE SEPTEMBER 2024					
	Income:					
		Expenditure				APC Ref. No.
Chq No.	Inv. No.	Payee	Cost	VAT	Total	
BACS	Aug '24	Kevin B. Money - Salary	£ 473.50	£ -	£ 473.50	25
BACS	2837	Landscape Services - Grass cutting 08.05	£ 253.00	£ 50.60	£ 303.60	26
BACS	2874	Landscape Services - Grass cutting 03.07	£ 253.00	£ 50.60	£ 303.60	27
BACS	2886	Landscape Services - Grass cutting 17.07	£ 253.00	£ 50.60	£ 303.60	28
BACS	2897	Landscape Services - Grass cutting 31.07	£ 253.00	£ 50.60	£ 303.60	29
BACS	2905	Landscape Services - Grass cutting 15.08	£ 253.00	£ 50.60	£ 303.60	30
BACS		CALC - subscription	£ 35.00	£ -	£ 35.00	31
BACS	Sept '24	Kevin B. Money - Salary	£ 473.50	£ -	£ 473.50	32
		TOTAL:	£2,247.00	£253.00	£2,500.00	

RURAL COMMUNITY COUNCIL OF ESSEX

ANNUAL MEMBERSHIP APPLICATION/RENEWAL FORM FOR PARISH & TOWN COUNCILS

1st April 2024 – 31st March 2025

MEMBERSHIP – Please tick the applicable box below

- ☐ Renewal – please tick this box if you are already a member and are renewing your membership
- ☒ New member
- ☐ I would like to receive an application form to join the Neighbourhood Planning Network (this will be emailed out to the parish or town clerk)

MEMBER DETAILS

Parish/Town Council: Aldham Parish Council

Number of Councillors: 7

CHAIRMAN

Title: (Mr/Mrs/Ms/Other) Mr

Full Name: Mike Lambert

Postal Address:

Post Code:

Telephone:

Fax:

Email Address:

PARISH CLERK

Title: (Mr/Mrs/Ms/Other) Mr

Full Name: Kevin B. Money

Postal Address: 7 Roach Vale Colchester Essex

Post Code: CO4 3YN

Telephone: 07810781509

Fax:

Email Address: clerk@aldhamparishcouncil.gov.uk

PAYMENT AND DONATIONS

MEMBERSHIP FEE

BAND	ELECTORATE	MEMBERSHIP FEE
1	Under 500	£36.75 plus 20% VAT = £44.10

Rural Community Council of Essex is registered for VAT – VAT Registration Number 159 6313 88

DONATIONS

☐ Please tick if you would also like to make a donation. Please specify the amount: £0.00

PAYMENT

Total Amount to Pay: £44.10

☐ I would like to pay by BACS or standing order. Please use the following bank details:

Account Name: Rural Community Council of Essex Account Number: 30421375 Sort Code: 20-19-95

PRIVACY NOTICE

RCCE is a not-for-profit organisation providing services to communities and people in need. All our paying members are contractually entitled to receive a basic level of advice and support from our staff as part of their membership package (see attached letter). In order to meet our contractual obligations, we need to keep basic personal data pertaining to our members and their representative officers so that we can communicate with them. We will only keep this personal data for as long as the individual or organisation is a member of RCCE. In the case of representative officers (for example, parish clerks and chairmen), we will only keep their personal data for as long as they remain a representative officer of the organisation concerned. At all times, members and representative officers have the right to access the personal data we hold for them, to erase or update their personal data and to restrict the ways in which we use their personal data to communicate with them - our contact details are at the bottom of this form. We will never share an individual's personal data with a third party unless we have their express permission.

SIGNATURE: DATE: 3rd. September 2024

Please return your completed form, along with payment if paying by cheque, to Sara Ward at
Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex CO5 9SE

Tel: 01376 574330 Email: sara.ward@essexrcc.org.uk

Clerk @ Aldham Parish Council

From: John Glover <landscape-servicesessex@hotmail.com>
Sent: 18 August 2024 14:59
To: clerk@aldhamparishcouncil.gov.uk
Subject: QUOTE Hedge

Good afternoon Kevin

Just to clarify i am assuming you want the hedge facing back hard from the gate entrance up to the metal seat area , basically the length of the path,
If so the quote to carryout this work would be £250 +Vat which would include clearance of all our waste,

While writing i would like to remind you please that there are still some invoices outstanding

INV 2837

Dated 8.5.24

Amount £303.60 (i have reminded and sent 3 copies to you for this one)

INV 2874

Dated 3.7.24

Amount £303.60

INV 2886

Dated 17.7.24

Amount £303.60

INV 2897

Dated 31.7.24

Amount £303.60

I assumed these would be paid at your meeting on 6th August 2024, if possible please can payment be arranged for these .

We also have inv 2905 dated 15.8.24, amount £303.60 but assume this will be paid in your September meeting.

Regards
Lesley

Landscape Services

Great Holland Lodge,

Clacton Rd,

Great Holland

Essex CO13 0JU

07530669761

07518948303 -text only

Vat Reg no: 759885353

<https://www.facebook.com/LandscapeServicesessex>