



Clerk to the Council: Bridget Tighe

Lawford Parish Community Hub, Unit 1, The Avenue, Lawford CO11 2FR, Tel: 0798 396 0679

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Members of the Council are hereby summoned to attend a meeting of the Parish Council to be held in the meeting room of Lawford Parish Community Hub, Unit 1, The Avenue, CO11 2FR on Monday 15 September 2025 at 6.30pm

AGENDA

052/2025 Apologies for Absence To receive and approve any apologies for absence.

053/2025 To receive members declarations of interest on items that appear on the agenda.

054/2025 Minutes

- a) Minutes of the parish council meeting held on Monday 18 August 2025 at 6.30pm to be approved and signed by the Chair.

055/2025 Public Participation – There will be 15 minutes available for this session where members of the public may address the Council, including items for discussion on the agenda. A maximum of 3 minutes per speaker will be permitted.

056/2025 To receive reports and updates.

Councillor Reports:

- a) The District Councillor report. To follow when received.
- b) The County Councillor's report. See attached.

057/2025 To receive general updates.

- a) Planning review. See attached list of planning applications. Update Cllr Chester.
- b) Manningtree as a Hub. Update Cllr Barrett.
- c) Civic Building.
Hire schedule from September. See attached.
Request from Little Pumpkins. See attached for discussion and agreement.
Request from Rising Spring Tai Chi. See attached for discussion and agreement.
Community Open Day - 27 September 2025. Information to follow when completed.
Signage for building. Update and quotes attached for discussion and agreement.
Camping Field. Update.
- d) Operation Quasar. See attached email for information, discussion and agreement.
- e) Devolution update. Update Cllr C Guglielmi.
- f) Photographic Competition. Update Cllr D Harty
- g) Request from Ardleigh Parish Council. See attached email for discussion and agreement.

058/2025 To receive Public Realm committee updates:

Bins

- a) Seven new bins. See attached for information.
- b) Quote for emptying 2 new bins. See attached for decision.

Street lighting

- a) Streetlighting on Mill Hill. Update Cllr Thurlow
- b) Streetlighting on Riverview. Update Cllr Thurlow.
- c) Streetlighting on Cox's Hill. Update Cllr Thurlow

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Grass cutting

- d) Discussions with Tendring District Council. Update Cllr C Guglielmi.

Trees

- e) New tree planting in Summers Park. Update.
- f) Maintaining current trees on Summers Park. Update

Parking

- g) Issues at Lawford School. Update Cllrs C Guglielmi/Castell/Symon.
- h) Issue on Cotman Avenue. Update Cllr C Guglielmi.
- i) Issue at School Lane. See attached emails.

General

- j) Riverview footpath. Update Cllr Thurlow and see email from insurers.
Decision required: To maintain the PROW from now on.
Decision required: To allow permissive cycling on the land.
- k) Defects/resurfacing works. Compilation of list for Cllr C Guglielmi.
- l) New bench for the football club. Update Cllr Thurlow.
- m) New bench for bus stop on Wignall Street. Update Cllr Thurlow.
- n) Pavement on Cox's Hill. Update Cllr C Guglielmi
- o) Youth Committee (including Pump Track). Update Cllr Barrett and Castell.
- p) Village Sign at Manningtree Station. Update on refurbishment.

059/2025 To receive Administration Committee updates:

- a) Council's expenditure
 - i) A list of expenditure for September 2025 to be approved. See attached.
 - ii) A bank reconciliation for August 2025 to be approved. See attached.
 - iii) Bank Statement August 2025. See attached.
 - iv) Budget variance report August 2025. See attached.
 - v) Budget setting for 2026 – 2027. Preparation.
 - vi) External auditor report. See attached for information and discussion.
 - vii) Grants for 2025 – 2026. See attached for discussion and agreement.
 - viii) Proposed change to Clerk's hours. See attached for discussion and agreement.
 - ix) A new credit card/Booker membership card. Update.
 - x) Electricity Provider. Update.
 - xi) New accounting software. Update.

060/2025 Any Matters for Future Discussion

061/2025 Any Items for information

Signature (Clerk): *B Tighe*

Date: 10 September 2025