***Clerk to the Council*:** Bridget Tighe
Lawford Parish Community Hub, Unit 1, The Avenue, Lawford CO11 2FR, Tel: 01206 395898
Email: clerk@lawfordparishcouncil.gov.uk

Members of the Council are hereby summoned to attend a meeting of the Parish Council to be held in the Rose Room of Lawford Parish Community Hub, The Avenue, CO11 2FR on Monday 16 November 2026 at 6.30pm

AGENDA

173/2026 Apologies for Absence To receive and approve any apologies for absence.

174/2026 To receive members declarations of interest on items that appear on the agenda.

175/2026 Minutes

a) Minutes of the Parish Council meeting held on Monday 19 October 2026 at 6.30pm to be approved and signed by the Chair.

176/2026 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.

177/2026 To receive written application for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy.

178/2026 To receive reports and updates.

Councillor Reports:

a) The District Councillor report. Will forward when received.
b) The County Council. Will forward when received. Being forwarded by Cllr C Guglielmi in lieu of Cllr Pat Murray.
c) Quasar Report. See attached.

179/2026 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.
   i) Hire schedule for November/December. See attached for information.
   ii) Use of field by 1st Lawford Scouts and Lawford Buggy Club. Update
   iii) Lawford Football Club. Update.
   iv) Works required: Air Conditioning Contractor and solar panel door. Update

180/2026To receive Administration Committee updates:

a) Council's expenditure
   i) A list of expenditure for November 2026 to be approved. See attached.
   ii) A list of receipts for October 2026 to be approved. See attached.
   iii) A bank reconciliation for October 2026 to be approved. See attached.
   iv) Bank Statement October 2026. See attached.
   v) Budget variance report October 2026. See attached.
   vi) Proposed 2027 – 2028 Budget. See attached draft budget and briefing paper for discussion and agreement.
b) Social Media Proposal. See attached for consideration and agreement. Update
c) Insurance. Incident in School Lane Car Park. Update.
d) Parish Council Churchyard grant. See attached for agreement.

181/2026 To receive Public Realm committee updates:

Street lighting

a) Ecotricity quote for streetlighting. See attached quote for discussion and agreement.
b) Streetlighting x 3 on Riverview. Update Cllr Thurlow.
c) Streetlighting on Cox's Hill and Bromley Road Update Cllrs Thurlow & C Guglielmi

Grass cutting

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

General

e) Ownership of bus shelters in Lawford. Update Cllr C Guglielmi.
f) Waldegrave Pump Track. See attached quotation pack for discussion and agreement. Cllrs Barrett and Castell
g) Seat for Bus Stop at Station Road, Queensway. Update Cllr Thurlow
h) Works at the Pavilion, School Lane. Update Cllr Thurlow
i) HGVs on Garden City. Update.
j) Playground Inspections 2026 – 2027. Update
k) Request for new speed restriction signage on Lawford Green. See attached email for discussion and agreement.
l) Tree Survey and request for a replacement Cherry Tree. Update from Cllr Thurlow.
m) New plaque for reception. Cllr Thurlow
n) Pictures for the building. Cllr C Guglielmi

182/2026 Any Matters for Future Discussion

183/2026 Any Items for information

184/2026 Any Emergency decisions

185/2026 Staff Matters

To be held in closed session excluding the public from the meeting, under the Public Bodies (Admissions to Meetings) Act 1960.

a) Caretaker. Update
b) Parish Clerk. Update.

Signature (Clerk): B Tighe **Date: 11.11.26**