



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 21 July 2025 at 6.30pm

AGENDA

032/2025 Apologies for Absence To receive and approve any apologies for absence.

033/2025 To receive members declarations of interest on items that appear on the agenda.

034/2025 Minutes

- a) Minutes of the parish council meeting held on Monday 16 June 2025 at 6.30pm to be approved and signed by the Chair.

035/2025 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.

036/2025 To receive reports and updates.

The Councillors and Police Reports:

- a) The District Councillor report. See attached.
- b) The County Councillor's report. See attached.

037/2025 To receive general updates.

- a) Planning review. See attached list of planning applications. Update Cllr Chester.
- b) Podcast, social media. Update Cllr D Harty
- c) Manningtree as a Hub. Update Cllr Barrett.
- d) Civic Building. See attached update for discussion and agreement including:
 - Car park. Update.
 - Hire Policy. See attached policy for discussion and agreement.
 - General Terms and Conditions of Hire. See attached policy for discussion and agreement.
 - St. John's Ambulance T&Cs. See attached policy for discussion and agreement.
 - Meeting with Community Halls in Partnership. Update from Administration Committee. See attached for discussion and agreement.
 - Charges for use. See attached for discussion and agreement.
 - Enquiries for use. See attached for discussion and agreement
 - Date to be agreed for Community Open Day. For discussion and agreement.
- e) Play Zone. Update Cllr C Guglielmi
- f) Operation Quasar Enforcement Powers. Update
- g) Devolution update. Update Cllr C Guglielmi.
- h) Stand at Tendring Show 2025 Review. Cllr W Saint James and all review. See attached minute of meeting held on 7 July 25.

Lawford Parish Council



038/2025 To receive Public Realm committee updates:

Bins

- a) Location of 5 new bins. Update Cllr C Guglielmi

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

Grass cutting

- d) Discussions with Tendring District Council. Update Cllr C Guglielmi.
- e) Field at the end of Cornford Way (biodiversity). See attached email for information.

Trees

- f) Tree planting in Summers Park. Update.
- g) Fallen Tree on Lawford Green. See attached email for information.

Parking

- h) Parking issues at Lawford School. Update Cllrs Guglielmi, Castell and Symon.
- i) Parking issue on Cotman Avenue. Update Cllr C Guglielmi.

General

- j) Riverview footpath. Update Cllr Thurlow.
- k) Groundsman's Shed. Update Cllr Thurlow.
- l) Defects/resurfacing works. Compilation of list for Cllr C Guglielmi.
- m) New bench for the football club. Update Cllr Thurlow.
- n) New bench for bus stop on Wignall Street. Update Cllr Thurlow. See attached quote.
- o) Pavement on Cox's Hill. Update Cllr C Guglielmi
- p) Youth Committee. Update Cllrs Barrett and Castell
- q) Noticeboard at Victoria Crescent. For discussion and decision.

Playground

- r) Riverview goalposts. Update
- s) Lawford Green new playground. Update
- t) Pump Track. See attached email for discussion and agreement.
- u) Swings on School Lane. To be removed. Update Cllrs Harty and Thurlow.

039/2025 To receive Administration Committee updates:

- a) Council's expenditure
 - i) A list of expenditure for July 2025 to be approved. See attached.
 - ii) A bank reconciliation for June 2025 to be approved. See attached.
 - iii) Bank Statement June 2025. See attached.
 - iv) Budget variance report June 2025. See attached.
 - v) A new credit card. Proposal for discussion and agreement.
 - vi) Electricity Provider. Update.
 - vii) Rotary Club grant request. See attached for discussion and agreement.
 - viii) Grant request for Brantham Skatepark. Feedback from Tendring Show.
- b) Policies
 - i) Annual Risk Assessment. See attached for discussion and agreement.
 - ii) Internal Controls Procedures. See attached for discussion and agreement.

040/2025 Any Matters for Future Discussion

041/2025 Any Items for information

Signature (Clerk): *B Tighe*

Date: 16 July 2025