



Clerk to the Council: Bridget Tighe

Lawford Parish Community Hub, Unit 1, The Avenue, Lawford, CO11 2FR

Tel: 0798 396 0679

Email: clerk@lawfordparishcouncil.gov.uk

Minutes of a meeting of the Public Realm Committee held in Meeting Room 1, Lawford Parish Community Hub, The Avenue, Lawford, CO11 2FR on Monday 1 December 2025 at 6.30pm

Present: Cllr V Guglielmi Cllr C Guglielmi
Cllr B Chester Cllr T Barrett
Cllr D Thurlow

In attendance: B. Tighe (Clerk)

- 1) **Apologies for Absence** were received and approved for Cllrs Castell and Symon.
- 2) **To receive members declarations of interest on items that appear on the agenda.**
No declarations of interest were received.
- 3) **Minutes** – It was resolved to approve the minutes of the previous public realm committee meeting held on Monday 6 October 2025 and they were signed by the Chair
- 4) **Public Participation** – There were no members of the public present.
- 5) **Civic Building:**
 - a) Hire bookings for December. The hire schedule was noted. The Clerk also reported: the Pumping Station at the front of the building as been showing a warning light and therefore a contractor had been called out to look at it; the car park had been flooding during the bad weather with some areas turning to ice. The Clerk had reported this to Rose Builders; a job description for a caretaker was being written which would be presented to Full Council. This was discussed and it was agreed that employing a caretaker was now necessary highlighted by the recent false alarms at the hub and the increased number of users
 - b) Open Day Consultation. This was discussed and it was agreed to incorporate it into the project 'roadmap' plan.
 - c) Updated Roadmap. This document was noted.
 - d) Resurfacing area between black gate and the footpath. Cllr Thurlow said he was waiting for more small areas for tarmacking before obtaining quotes and Cllr C Guglielmi said the area wasn't as muddy as previously thought and therefore may not be necessary.
- 6) **Playgrounds/Recreation:**
 - a) Pump Track. Cllr Barrett said they had now reached the point of going out for quotes and the Clerk said she would make some enquiries for suitable companies.
- 7) **Streetlighting**
 - a) Solar lights Phase 1. Cllr Thurlow reported that he had submitted two funding applications to see whether the council could obtain any support for this project.



- b) Solar lights on Cox's Hill. Cllr C Guglielmi said he would chase the contact at Essex Highways for Cllr Thurlow to speak to.
- c) Solar lights on Bromley Road. It was agreed that this request would be added to the Roadmap. It was agreed that the Clerk would check with

8) Bins

- a) Seven new bins. Cllr Thurlow confirmed that this was ongoing.

9) Landscaping

- a) Grass cutting - Tendring District Council. Cllr C Guglielmi confirmed that he was waiting for an update.
- b) Tree planting on Summers Park. Cllr Thurlow confirmed this was ongoing.
- c) Tree planting on Sienna Grove. Cllr Thurlow confirmed that he had met with local residents and was going to arrange a meeting with TDC.
- d) Tree survey 2025. Cllr Thurlow confirmed that this had been completed.

10) Parking

- a) Cotman Avenue. Cllr C Guglielmi said he would chase for a response from NEPP.

11) General

- a) Search for owner of land at Burrows Close, Lawford Dale. No update.
- b) Proposal for zebra crossing on Wignall Street. Cllr Guglielmi confirmed he was waiting to hear from the local residents.
- c) Operation Quasar. It was confirmed that ongoing discussions were taking place.
- d) Registering with the Planning Inspectorate regarding Norwich to Tilbury? It was agreed to discuss this at a later date.

12) Matters for Future Discussion. There were not matters for future discussion.

13) Items for information. There were not items for information.

Signature: (Chair)

Date: