

# Lawford Parish Council



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## **Minutes of a meeting of the Parish Council held in the meeting room of Lawford Parish Community Hub, Unit 1, The Avenue, CO11 2FR on Monday 16 February 2026 at 6.30pm**

**Present:**

Cllr V Guglielmi	Cllr C Guglielmi
Cllr D Thurlow	Cllr M Naylor
Cllr L Castell	Cllr W Saint James
Cllr B Chester	Cllr K Symon
Cllr T Barrett	

**103/2026 Apologies for Absence** were received and approved for Cllr Kinsmore.

### **104/2026 To receive members declarations of interest on items that appear on the agenda.**

Declarations of interest were received from Cllr K Symon for item 108/2026 c) and from Cllr D Thurlow for item 108/2026 a), planning application 26/00090/TCA.

### **105/2026 Minutes**

- a) It was **resolved** to approve the minutes of the parish council meeting held on Monday 19 January 2026 at 6.30pm and they were signed by the Chair. **Proposed:** Cllr C Guglielmi, **Seconded:** Cllr Thurlow

**106/2026 Public Participation** – There were no members of the public attending.

### **107/2026 To receive reports and updates.**

Councillor Reports:

- The District Councillor report. The report was noted and Cllr Barrett reminded councillors that the consultation on Tendring District Council Local Plan was open, and he urged councillors to comment. Cllr C Guglielmi suggested that the parish council could use this opportunity to safeguard Tye Field. Cllr B Chester suggested that Essex Highways could also be encouraged to think about a school route for children. This was agreed so Cllr C Guglielmi said he would compose a draft response for circulation to councillors for agreement.
- The County Councillor's report. The report was noted, and, in particular, that the May 2026 were now going ahead in all areas of Essex.
- Quasar Report. The Clerk reported that a meeting had taken place between councillors and PC Vanessa Moss who informed councillors that the times which had originally been agreed for enforcement patrols was not possible due to shift patterns. Therefore, she suggested instead that the monies provided would be carried over into next year when there would be additional Trucam patrols and police in situ at the Lawford Hub once per month for residents to access to give statements etc. This would then be reviewed in September. All agreed to this suggestion.

### **108/2026 To receive general updates.**

- a) Planning review. Cllr Chester updated on the planning applications received and the following was agreed:
- |                  |   |            |
|------------------|---|------------|
| 26/00071//LBDISC | - | no comment |
| 26/00090/TCA     | - | no comment |
| 26/00101/FULHH   | - | no comment |
| 26/00111/FULHH   | - | no comment |

26/00177/FULHH - support  
 26/00170/FULHH - no comment

b) Manningtree as a Hub. Cllr Barrett commented that there was nothing of significance to report.

c) Civic Building.

Hire schedule for February/March. The schedule was noted. Cllr C Guglielmi suggested that name plaques for the doors were needed e.g. Rose Room, Parish Office and a name needed for the smaller meeting room so it was agreed that councillors would send suggestions to the Clerk.

1<sup>st</sup> Lawford Scouts Schedule of Use. The Clerk reported that a meeting was currently being arranged.

Request from Lawford Football Club. This was discussed and it was agreed to hold a meeting with the Club where the following concerns could be discussed:

- Levels of noise and disturbance to neighbours
- Car parking levels possibly knocking on to School Lane
- The glass in the back of the building
- Whether the ground will be suitable

It was agreed that a trial period would probably be the best option, but this would be discussed with the club.

d) Asset improvement. Cllr Thurlow confirmed that the resurfacing works at the back of the building would be starting the following day.

e) Devolution and LGR update. Cllr C Guglielmi reported that this was ongoing with the Mayoral elections taking place in 2028 and local elections taking place in May 2026.

#### 109/2026 To receive Administration Committee updates:

##### Council's expenditure

i) It was **resolved** to approve the list of expenditure for February 2026 as below:

Direct Debits		Amount	VAT	£
SSE Energy Solutions	Streetlights January 2026	280.32	56.06	336.38
Veolia	Waste collection - January 2026	68.62	13.72	82.34
Scribe	Accounts subscription	74.00	14.80	88.80
EE Limited	Office mobile phone	28.00	5.60	33.60
<b>Barclaycard payments</b>				-
Co-op	Supplies for hub	11.29	2.26	13.55
<b>Items for BACS payment</b>				-
Salary	Month ending February 2026	1,202.22		1,202.22
LGPS	Month ending February 2026	495.52		495.52
HMRC	National Insurance Contributions			-
Dependable Dave	Handyman Services January 2026	631.50		631.50
See The Light	Internet and landline	44.98	9.00	53.98
EON	Electricity for LPCH - January	352.06	17.60	369.66
Tom Pepper	Window Cleaning	45.00		45.00

Barclaycard	As per statement	15.98		15.98
Broxap Street Furniture	2 bins	625.90	125.18	751.08
Clean Connexions	LPCH Cleaning	200.00		200.00
	<b>Total</b>	<b>4,075.39</b>	<b>244.22</b>	<b>4,319.61</b>

- ii) The bank reconciliation for January 2026 was approved.
- iii) The bank statement for January 2026 at £73,528.11 was noted and approved.
- iv) The budget variance report for January 2026 was noted.
- v) The receipts for February so far were noted.
- vi) Report on Quarter 3 review of accounts. Cllr W Saint James reported that the Quarter 3 review had gone well and from now on receipts would also be presented at Full Council meetings and any payments made between a Full Council meeting and the end of the month would be included in the following expenditure sheet.
- vii) Redwood Account maturing. The options were discussed, and it was **resolved** to apply for a 2-year bond at 4.15% fixed. Proposed: Cllr Castell, Seconded: Cllr Thurlow
- viii) New caretaker role. Councillors were updated and it was **resolved** to approve the candidate who had been interviewed by members of the Administration Committee. Proposed: Cllr C Guglielmi, Seconded: Cllr Naylor
- ix) Request for another councillor to join the Administration Committee. It was agreed that Cllr Naylor would attend the next meeting to see whether he would like to join the Committee.
- x) Grant request from Lawford Football Club. This was discussed and it was **resolved** to award a grant of £1556.72 + VAT. Proposed: Cllr C Guglielmi, Seconded: Cllr Thurlow

#### **110/2026 To receive Public Realm committee updates:**

##### **Bins**

- a) Installation of new bins. Cllr Thurlow proposed that instead of installing a bin at Waldegrave field it was installed on the Leftley's Estate instead. This was agreed.

##### **Street lighting**

- b) Streetlighting on Mill Hill and Riverview. Cllr Thurlow referred councillors to the quotation that had been received which he was including in a funding bid and he would update councillors when he knew the outcome.
- c) Streetlighting on Cox's Hill. Cllr C Guglielmi said he had managed to contact an officer who would be able to advise on this project and he would update at the next meeting.
- d) Streetlighting on Bromley Road. As c) above.

##### **Grass cutting**

- e) Discussions with Tendring District Council. Cllr C Guglielmi confirmed he was still waiting to hear.

##### **Trees**

- f) New tree planting in Summers Park. Cllr Thurlow said they would be planted when weather permitted.
- g) Request for new trees at 2,4 and 6 end of Sienna Grove. Cllr Thurlow reported that he would set up a further meeting with the residents when weather permitted.

##### **General**

- h) Petition for a safe road crossing on Wignall Street. Cllr C Guglielmi confirmed that this was now up and running and had been circulated to all councillors.
- i) Youth Committee (including Pump Track). Cllr Barrett reported that Playquip were going to provide a further quote.
- j) Village Sign at Manningtree Station. The Clerk confirmed that this would be returned shortly.
- k) Upkeep of War Memorial. The Clerk confirmed that this would be discussed with the scouts when the meeting was set up as at item 108/2026 c).
- l) Offer of free stand at the Tendring Show 2026. This was discussed and agreed. Clerk to action. It was agreed that planning for the Tendring Show would be discussed at the Administration Committee meetings.

- m) Reinstatement of the Bus Shelter on Wignall Street. The Clerk reported that she was looking to set up a meeting with a representative from the Men in Sheds project and would report at the next meeting.
- n) Ownership of land on Lawford Dale. Cllr C Guglielmi reported that he had asked officers at Tendring District Council for advice on the best way to locate the owner of this land. He would report at the next meeting.

#### **111/2026 Any Matters for Future Discussion**

#### **112/2026 Any Items for information**

- a) Cllr Thurlow reported that he had attended a recent Rotary Club meeting and they were planning a Fun Day in May 2026 and for the next Christmas Fair.
- b) The Clerk shared a request from Manningtree Town Council for councillors at Lawford to assist them with a litter pick in June as part of the Earth Festival. It was agreed that Cllr Castell would contact Cllr Stocks.
- c) Cllr Naylor reported a pothole beside the service station on Wignall Street and it was agreed he would take a photo and send it to the Clerk for reporting.
- d) Cllr Barrett reported that one of the e-bike users had been arrested.

The meeting closed at 19.45.

**Signature (Chair):**

**Date:**