

Lawford Parish Council



Clerk to the Council: Bridget Tighe

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Minutes of a meeting of the Parish Council held in the Rose Room of Lawford Parish Community Hub, Unit 1, The Avenue, CO11 2FR on Monday 16 March 2026 at 6.30pm

Present:

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

113/2026 Apologies for Absence were received and approved for Cllr W Saint James.

114/2026 To receive members declarations of interest on items that appear on the agenda. Cllr Symon declared an interest in item 118/2026 e) as he hires the Rose Room.

115/2026 Minutes

- a) It was **resolved** to approve the minutes of the parish council meeting held on Monday 16 February 2026 at 6.30pm and they were signed by the Chair.

116/2026 Public Participation. A member of the public attended and spoke as follows:
the white lines on Cox's Hill are faded and need repainting
drivers ignoring the keep clear boxes at Manningtree Station block cars going round the roundabout and
a possible solution for the traffic at Manningtree Station could be for the Lawford traffic only to go under the bridge and the Brantham traffic and high vehicles to go over the bridge.

117/2026 To receive reports and updates.

Councillor Reports:

- The District Councillor report. This report was noted.
- The County Councillor's report. This report was noted
- Quasar Report. The timetable was noted and Cllr C Guglielmi informed the meeting that he had been liaising with both the NEPP and the police regarding joint patrols outside the school. He said that NEPP had attended site twice since sending his email. All agreed that dates from the police was a positive step and should be advertised with other local parish councils. Clerk to action.

118/2026 To receive general updates.

- a) Planning review. Cllr Chester reported the following:
26/00302/TCA – no comment. This was agreed
26/00315/TCA – no comment. This was agreed
26/00263/FULHH – no comment. This was agreed
26/00365/FULHH – no comment. This was agreed
26/00177/FUL – the Clerk reported that a resident had written in to say he believed the original had been incorrect as the land was not 'agricultural' land but 'parkland'. She said that she had suggested he go to Tendring District Council who were the planning authority. This was agreed as the correct response

Cllr Chester reported that he had attended the Local Plan exhibition and would like the council's response to include a request for a footpath through Mill Hill when this application came through. This was agreed and Cllr C Guglielmi said he would include it along with a request for access to be by the bridge.

- b) 25/01225/OUT Valley Garden Supplies – the Clerk reported that a resident had written asking for the application to be reviewed however, the application had already been given planning permission.
- c) Premises Grant Application - Little Bear Bar - 2600147PREMGR. This application was noted.
- d) Manningtree as a Hub. Cllr Barrett reported that the business chamber now had a new Chair, and funding was in place for the Christmas lights. He also reported that the three councils: Manningtree, Mistley and Lawford continued to meet.
- e) Civic Building.
 Hire schedule for March/April. The hire schedule was noted.
 Vivo Pizza. The Clerk confirmed that this booking would start on Wednesday 1st April and would be every fortnight.
 Name for smaller meeting room. Cllr C Guglielmi suggested the Poole Room. There was general agreement however, it was agreed to wait before deciding.
 1st Lawford Scouts Schedule of Use. The Clerk reported that she was trying to get a date in the diary for a phone call with the Scouts.
 Request from Lawford Football Club. It was agreed to permit the club to use the field on a trial basis for 3v3 football. The Clerk to let them know.
 New tables x 4. It was **resolved** to accept the quote. Proposed: Cllr Barrett, Seconded: Cllr Symon.
- f) Devolution and LGR update. Cllr C Guglielmi said this was ongoing with nothing new to report. The Clerk informed councillors that the start of the pre-election period was 27 March, and she would send round the guidance she had received from the Monitoring Officer at Tendring District Council.

119/2026 To receive Administration Committee updates:

Council's expenditure

- i) It was **resolved** to approve the list of expenditure for March 2026 as follows:

Direct Debits		Amount	VAT	£
SSE Energy Solutions	Streetlights Feb 2026	230.40	46.08	276.48
Veolia	Waste collection - Feb 2026	81.22	16.24	97.46
Scribe	Accounts subscription	74.00	14.80	88.80
EE Limited	Office mobile phone	28.00	5.60	33.60
CF Corporate Finance	Printer rental	66.00	13.20	79.20
Documents Solutions	Photocopier	3,000.00	600.00	3,600.00
ICO	Data protection fee			-
Barclaycard payments				-
Amazon	Mop and bucket	7.82	1.57	9.39
Amazon	Cleaning mops	9.16	1.83	10.99
amazon	Stackable waste bins	29.12	5.83	34.95

Furniture at Work	4 stacking tables	376.00	75.20	451.20
IBBAH	Hoover bags	14.15	2.83	16.98
Items for BACS payment				-
Salary 1	Clerk	1,202.02		1,202.02
Salary 2	Caretaker	69.38		69.38
LGPS	Pension contribution	495.52		495.52
HMRC	National Insurance	954.44		954.44
Dependable Dave	Handyman Services Feb 26	586.00		586.00
See The Light	Internet and phone	43.39	8.68	52.07
M Gowler	Misc housekeeping	7.36	1.48	8.84
M Gowler	Misc housekeeping	6.98		6.98
M Gowler	Misc housekeeping	55.82	11.17	66.99
EON	Hub electricity	245.50		245.50
Colchester City Council	Cotman Avenue works	2,300.00	460.00	2,760.00
DM Payroll Services Ltd	Payroll Services	81.00	16.20	97.20
A & J Lighting Solutions	Streetlight repair	516.45	103.29	619.74
Barclaycard	Balance	520.08		520.08
Lawford Football Club	S137 Grant	1,868.06		1,868.06
Business Stream	Water services	87.57	17.51	105.08
Clean Connexions	Cleaning for February	160.00		160.00
Landscape Services	Tree planting, Summers Park	2,075.00	415.00	2,490.00
Highways Assurance	Pathway at hub	10,458.21	2,091.64	12,549.85
		25,648.65	3,908.15	29,556.80

ii) It was **resolved** to approve the bank reconciliation for February 2026. All agreed.

iii) The bank statement for February 2026 was noted.

iv) The budget variance report for February 2026 was noted.

v) Cllr Naylor was asked if he would like to join the Administration Committee. He said he didn't think he had the right skills for the group and would prefer to join the Public Realm Committee. This was agreed.

It was agreed that in future, if the Clerk knew the Administration Committee was going to be inquorate, she would cancel the meeting and transfer the business to the next Full Council meeting instead. This was agreed.

vi) The request for £400 for sand on the beach from Manningtree Town Council was discussed and it was **resolved** to award this grant. Proposed: Cllr V Guglielmi, Seconded: Cllr L Castell.

120/2026 To receive Public Realm committee updates:

Bins

- a) Installation of new bins. Cllr Thurlow reported the following:
one of the bins on School Lane had been vandalised and would need replacing
he was going to move 2 of the bins from the School Lane field as they were getting too full
and becoming too heavy to lift. It was hoped that this would encourage residents to use the
other bins located around the field.
He was going to install the 168 Colchester Road bin and the Leftleys bin shortly.

Street lighting

- b) Streetlighting on Mill Hill and Riverview. Cllr Thurlow had provided an overview, costings
and a lighting concept document. The quote was discussed, and it was **resolved** to
purchase 7 x 5m column solar lights and 1 x 6m column solar light at a cost of £20,741 and
£3,320 respectively. Proposed: Cllr Thurlow, Seconded: Cllr C Guglielmi. Cllr Symon
made the point that this project should be publicised, so residents were aware of the
council's work. This was agreed.
- c) Streetlighting on Cox's Hill. Cllr C Guglielmi reported that this was ongoing.
- d) Streetlighting on Bromley Road. Cllr Thurlow reported that this was ongoing.

Grass cutting

- e) Discussions with Tendring District Council. Cllr C Guglielmi reported that he had a meeting
with TDC on Wednesday morning and would report at the next meeting.
- f) Hedge at Bromley Road. The Clerk reported that Cadent had confirmed they would replace
the hedge before leaving site.

Trees

- g) New tree planting in Summers Park. Cllr Thurlow reported that this was now complete.
- h) Request for new trees at 2,4 and 6 end of Sienna Grove. Cllr Thurlow reported that he was
meeting residents on Tuesday 17 March 2026.

General

- i) Petition for a safe road crossing on Wignall Street/Speeding. Cllr C Guglielmi reported that
the petition now had over 1,000 signatures and he was working with the group to present it
to a cabinet member who would then take it to council.
- j) Youth Committee (including Pump Track). Cllr Barrett reported that he was waiting for an
alternative quote from Playquip.
- k) Village Sign at Manningtree Station. The Clerk reported that this was ongoing.
- l) Upkeep of War Memorial. The Clerk reported that this was ongoing.
- m) Reinstatement of the Bus Shelter on Wignall Street. The Clerk reported that she was waiting
for the quote to come through.
- n) Ownership of land on Lawford Dale. Cllr C Guglielmi reported that the Gainsborough steps
were maintained by Tendring District Council, and they would be repairing them within the
next two weeks. He also reported that Taylor Wimpey maintained the footpath behind
Burrows Close on Lawford Dale and had recently cut back the trees on the fence line. It was
agreed that the Clerk would write to Taylor Wimpey and ask what other parts of the estate
they were responsible for maintaining. Clerk to action.
- o) Request for a Vehicle Activated Speed (VAS) Sign. The Clerk reported that she was
currently obtaining quotes for this signage and would report at the next meeting.
- p) Tendring Show Saturday 11 July 2026. This was discussed and it was agreed not to exhibit
at this year's Tendring Show. It was agreed that Cllr Barrett would speak to the organiser
and the Clerk would email Rose Builders to find out whether they were holding an event in
the area.
- q) CouncilWise/NALC. The Clerk provided costings for both organisations, and it was agreed
that the Clerk would find out if the LGA offers any support to parish councils.
- r) Annual Parish Assembly 18 May 2026. This was discussed and the following was agreed:
the date would be changed to Wednesday 20 May 2026
the assembly would be an opportunity for residents to hear from groups who had received
funding from the parish council during the past year.

121/2026 Any Matters for Future Discussion There were no items for future discussion.

122/2026 Any Items for information

- a) Cllr Chester reported that a Veolia truck had got stuck on Riverview when emptying the bins. It was agreed that the Clerk would write to Tendring District Council about this as the truck could ruin the grass and the new pathway because of its weight.
- b) It was agreed that Cllr Thurlow would speak to the handyman about overgrown bushes on Bromley Road and Wignall Street and ask him to cut them back.
- c) The Clerk explained that works on the surfacing of the Waldegrave playground were needed urgently, and the Chair and the Clerk would authorise this work before the next Full Council meeting in line with clauses 5.15 and 5.18 of the Financial Regulations.
- d) Cllr Castell outlined request from Brantham PC regarding Lawford Parish Council's grant towards its skatepark. It was agreed that the allocation of the grant would be put on the agenda for the next Full Council meeting for agreement and the Clerk would write to them explaining that this would miss the deadline for the crowdfunder proposal.
- e) Cllr Castell said that she would circulate a poster for the Earth Festival litter pick in case any councillors would like to join her.
- f) Cllr Castell said she would send the Clerk a link to the Essex Safer Speeds Strategy for forwarding onto the residents engaged in the petition for a safe road crossing on Wignall Street in case they would like to comment. Clerk to action when received.

The meeting closed at 8.20pm

Signature (Chair):

Date: