



**Clerk to the Council:** Bridget Tighe

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**Minutes of a meeting of the Parish Council held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 16<sup>th</sup> September 2024 at 6.30pm**

**Present:**

Cllr V Guglielmi	Cllr D Thurlow
Cllr M Kinsmore	Cllr K Symon
Cllr T Barrett	Cllr B Chester
Cllr D Harty	

**271/2024 Apologies for Absence** Apologies for absence were received and approved for Cllr C Guglielmi.

**272/2024 To receive members declarations of interest on items that appear on the agenda.**  
Cllr T Barrett declared an interest in item 278/2024 a) vii – Lawford Football Club.

**273/2024 Minutes**

- a) It was resolved that the minutes of the previous parish council meeting held on 19<sup>th</sup> August 2024 be approved and signed by the Chair.

**274/2024 Public Participation** – At the meeting there was representation from the following:

- residents living on Summers Park who made points objecting to planning application 24/02074/FUL In addition, the Chair read a statement from Cllr C Guglielmi which set out his reasons for objecting to the planning application and Cllr T Barrett read out an update from Tendring District Council regarding the planning application.
- Acorn Village who spoke about the grant application submitted to the Council
- The Manifest Theatre who spoke about the grant application submitted to the Council
- The Essex and Herts Air Ambulance who spoke about the grant application submitted to the Council and
- Five Estuaries Offshore Wind Farm Limited who provided an update on the scheme and expressed a wish to engage with the parish council going forward. This was agreed by the Parish Council.

**275/2024 To receive reports and updates.**

The Councillors and Police Reports:

- a) Handyman session. The handyman met the Councillors and answered questions on his work.
- b) The District Councillor report. This report was noted.
- c) The County Councillor's report. This report was noted.
- d) Operation Quasar report. This report was noted. Cllr M Kinsmore asked if Operation Quasar could carry out some speed checks on Cox's Hill. It was agreed the Clerk would action.
- e) Fence on Cox's Hill. The Clerk reported that this repair work was imminent.
- f) New play area at Lawford Green. This was discussed and it was agreed to hold a further meeting with Rose Builders to discuss and to include Cllr Ken Symon in that meeting.
- g) Civic Building. It was agreed to include this in the further meeting with Rose Builders.

#### **276/2024 To receive general updates.**

- a) Planning review. 24/01074/FUL Dale Hall Planning Application was discussed and it was agreed that after hearing the concerns of local residents and carrying out an additional review of the submitted documents the Parish Council would object to the application in relation to the noise assessment, the level of parking and vehicular access. Cllr Chester then went through the meeting's planning list and suggested no comment was required on any of the applications – this was agreed by Councillors. The planning applications were: 24/01228/FUL, 24/01344/FUL, 24/01365/WTPO, 24/01369/WTPO and 24/01376/FULHH.
- b) Website and social media review. Cllr D Harty reported that he had extended the deadline for the final segment of the photographic competition.
- c) Manningtree as a Hub. Cllr Barrett reported that this partnership continued positively.

#### **277/2024 To receive Public Realm committee updates:**

##### **Street lighting**

- a) Streetlighting on Mill Hill. Cllr Thurlow reported that further work was needed on the licence application, and he would report at the next meeting.
- b) Solar Street Light on Riverview Pathway. Cllr Thurlow reported that this continued to be monitored and so far was working well.

##### **Grass cutting**

- c) Discussions with Tendring District Council - grass cutting. It was noted that Cllr C Guglielmi would update at the next meeting.

##### **Play parks**

- d) Annual play park inspections. Updates:  
Cllr Harty reported that he would be putting the School Lane swings on eBay shortly.

##### **Footpaths**

- e) Widening Riverview footpath. Cllr Thurlow reported that this work was now complete however, there was some discussion regarding the wooden border on some of the footpath which he said was because of the tree roots.
- f) Footpath between Riverview and Manningtree High School. Cllrs Thurlow and Barrett reported that there had been no update received on this.
- g) Pavement from Manningtree Station to the Bridge. The Clerk reported that the overgrown hedge had been reported to Essex Highways for cutting back.

##### **Trees**

- h) Memorial Tree on Cavendish Drive (Lebanese Wild Apple). The Clerk reported that the tree licence had been received therefore this tree could now be purchased and planted.
- i) Memorial Tree on Summers Park (Cherry). It was reported that this would now be purchased and planted.
- j) Commemoration Tree for D-Day 80 (Rowan). As above.
- k) Tree at 55 School Lane. Cllr C Guglielmi would update at the next meeting.
- l) Tree at Cambridge Drive (Rowan or White Beam). It was agreed that this would be purchased and planted.

##### **Bins**

- m) Replacement bin on Fitzgerald/Lawford Dale. Cllr Thurlow said this would be looked at shortly.

##### **General**

- n) Proposed Flatford bicycle route. Cllrs Chester and Harty said there was no update on this project.
- o) Bus shelter on Wignall Street. Cllr C Guglielmi would report on the submission to the LHP at the next meeting.



## 278/2024 To receive Administration Committee updates:

### a) Council's expenditure

i) It was **resolved** to approve the list of expenditure for September 2024 as follows:

Direct Debits		Amount	VAT	£
BT	Office phone	61.97	12.39	74.36
Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
C F Corporate	printer lease	106.00	21.20	127.20
<b>Barclaycard payments</b>				
Buzzsprout	Podcast host	13.7		13.70
McAfee	Renewal	44.99		44.99
<b>BACS payments</b>				
Salary	Month ending September 2024	1,318.30		1,318.30
LGPS	Month ending September 2024	531.06		531.06
HMRC	PAYE payment	2,545.57		2,545.57
Dependable Dave	Handyman Services	690.00		690.00
Barclaycard	McAfee, EukHost, Buzzsprout	76.29		76.29
Npower	August charges	54.70	2.74	57.44
Landscape Services	Dale Hill	350.00	70.00	420.00
Landscape Services	Lawford Green	80.00	16.00	96.00
Landscape Services	Waldegrave Way	475.00	95.00	570.00
Landscape Services	Playing Fields	550.00	110.00	660.00
Landscape Services	Summers Park	350.00	70.00	420.00
Landscape Services	Verges	700.00	140.00	840.00
Landscape Services	Dale Hill	350.00	70.00	420.00
Landscape Services	Playing Fields	550.00	110.00	660.00
Highway Assurance	Riverview footpath	22,764.89	4,552.98	27,317.87
A&J Lighting Solutions	45 Waldegrave Way	150.00	30.00	180.00
DM Payroll Services Ltd	Payroll Services	81.00		81.00
A&J Lighting Solutions	40 Hunter Drive	129.95	25.99	155.94

D Harty	Gift vouchers for Photography	145.00		145.00
	<b>Total</b>	<b>32,618.42</b>	<b>5,326.30</b>	<b>37,944.72</b>

- ii) It was **resolved** to approve the bank reconciliation for August 2024.
- iii) The bank statement for August at £31,410.95 was approved.
- iv) The budget variance report was noted.
- v) The budget showing earmarked reserves report was noted.
- vi) New card to make regular payments – an alternative to Barclaycard. It was agreed that this item would be discussed at the next Administration Committee meeting.
- vii) Grant applications for 2024-2025. The following grant applications were discussed.  
 Acorn Village – it was **resolved** to award a grant of £943.50 to this organisation.  
 Essex and Herts Air Ambulance – it was **resolved** to award a grant of £500 to this organisation.  
 Lawford Football Club – it was **resolved** to award a grant of £1000 to this organisation.  
 Manifest Theatre - it was **resolved** to award a grant of £1000 to this organisation.  
 Manningtree Community Bus - it was **resolved** to award a grant of £500 to this organisation.
- viii) Potential new councillor. There was no update for this meeting.
- ix) Agreement to transfer £5,000 from Suffolk Building Society into the current account. It was **resolved** to approve this transfer.

#### **279/2024 Any Matters for Future Discussion**

- a) Stand at Tendring Show 2025. Being discussed at Administration Committee
- b) VE Day 80 Event. Being discussed at Public Realm Committee.

#### **280/2024 Any Items for information**

- a) Cllr Ken Symon reported that the parking issues at Lawford School were re-emerging with parents parking beyond the red line outside residents' houses. He said he would monitor the situation.

**Signature (Chair):**

**Date:**