



Clerk to the Council: Bridget Tighe

Council Offices, Ogilvie Hall, Wignall Street, Lawford CO11 2JG, Tel: 01206 395898

Email: clerk@lawfordpc.org.uk

Minutes of a meeting of the Parish Council held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 17th June at 6.30pm

Present:

Cllr V Guglielmi	Cllr C Guglielmi
Cllr D Thurlow	Cllr W Saint James
Cllr M Thurlow	Cllr K Symon
Cllr T Barrett	Cllr D Harty

In attendance: B. Tighe (Parish Clerk)

241/2024 Apologies for Absence Apologies for absence were received and approved for Cllr B Chester.

242/2024 To receive members declarations of interest on items that appear on the agenda. Cllr C Guglielmi declared an interest in item 248/2024 a) i).

243/2024 Minutes

- a) Minutes of the previous parish council meeting held on 20th May 2024 to be approved and signed by the Chair. Item 248/2024 b) was raised because, as a bank signatory, Cllr M Kinsmore could not also carry out the task of verifying reconciliations. Therefore, it was agreed that Cllr W Saint James would perform this task. Proposed: Cllr T Barrett, Seconded: Cllr D Thurlow. It was then **resolved** to approve the minutes which were signed by the Chair.
- b) Minutes of the annual parish council meeting held on 23rd May 2024 to be approved and signed by the Chair. It was **resolved** to approve and sign the minutes.

244/2024 Public Participation – Two members of the public attended to talk about: roundabout maintenance at Cambridge Drive and Chester Grove, the root barrier on Cambridge Drive roundabout, the fence on Cox's Hill and the solar light on the Riverview pathway. Councillors confirmed its contractor would maintain the roundabout, it would speak to Rose Builders about the root barrier and speak to the farmer regarding the fence on Cox's Hill. Cllr D Thurlow updated the attendees regarding the solar light and its being moved further down the pathway.

245/2024 To receive reports and updates.

The Councillors and Police Reports:

- a) The District Councillor. Cllr T Barrett confirmed there was no report as very little information to share this month.
- b) The County Councillor's report. This report was noted.
- c) Operation Quasar report. This report was noted and Cllr C Guglielmi confirmed that he had asked PC Moss to patrol the area on Grange Road where there were youths engaging in anti-social behaviour.

246/2024 To receive general updates.

- a) Planning review. In Cllr Chester's absence the Clerk reported that he had no comments or objections on any of the recent applications. Clerk to submit to Tendring District Planning.

- b) Website and social media review. Cllr D Harty reported that he had created a new PC YouTube channel to host video of Lawford D Day 80 Event produced by David Webb and he would promote on socials later in the week. He had also produced a podcast with David Webb and had drafted a poster for the 2024 Photo Competition which would be the same format as last year but over a full 3-month period. It was agreed that the leaflets would be distributed after the election.
- c) Manningtree as a Hub. Cllr Barrett reported that there was a proposal for both Mistley and Lawford Parish Councils contribute £400.00 to the sand for the beach. This was discussed and it was **resolved** to contribute this amount. Proposed: Cllr T Barrett and Seconded: Cllr V Guglielmi.
Cllr T Barrett also said it had been proposed that Mistley and Lawford Parish Councils contribute £400.00 each and Manningtree Town Council contribute £200.00 to new Christmas Lights for the town which were costing in total approximately £6,000. This was being organised by the Business Chamber. This was discussed and it was **resolved** to contribute this amount. Proposed: Cllr T Barrett and Seconded: Cllr D Thurlow.

247/2024 To receive Public Realm committee updates:

- a) Streetlighting on Mill Hill. Cllrs Barrett and Thurlow reported that this was ongoing and they would update at the next meeting.
- b) Solar Street Light on Riverview Pathway. This was discussed and it was agreed to move the existing solar light from its current location further down the pathway towards the play area on Summers Park, roughly midway between at the High School back fence. Cllr D Thurlow that would cost approximately £350.00. This was discussed and **resolved** to accept the quote and move the light.
- c) Discussions with Tendring District Council (TDC) - grass cutting. Cllr C Guglielmi reported that the Council was currently waiting for the contractor to provide a quote which would then be passed onto TDC.
- d) Cableway on Summers Park. The Clerk reported that this was due to be installed at the end of the month.
- e) Repairs to Seesaw on Summers Park. The Clerk reported that this work was due to be completed by the end of the month.
- f) Widening Riverview Pathway. Cllr Thurlow reported that this work had been booked in to take place during the summer holidays.
- g) Footpath between Riverview and Manningtree High School. Cllr C Guglielmi reported that a meeting had taken place between Lawford Parish Councillors and Manningtree High School and a proposal from LPC had been sent to Manningtree High School for consideration by its Trustee Board.
- h) Memorial Bench on School Lane. Cllr Thurlow reported that this was being installed on Friday 21st June.
- i) Memorial Tree on Cavendish Drive (Silver Birch). Cllr C Guglielmi reported that LPC was currently waiting to hear from Essex Highways regarding the licence.
- j) Memorial Tree on Summers Park (Cherry). Cllr C Guglielmi reported that when licence above received the three trees (i, j, and k) would be purchased together.
- k) Commemoration Tree for D-Day 80 (Rowan). As above.
- l) Tree at 55 School Lane. Cllr C Guglielmi confirmed he was waiting to hear from Members Enquiries and would update at the next meeting.
- m) Frontage of the Rose Builders Phase 4 Development on Long Road. Cllr T Barrett confirmed that this would be discussed at a meeting on 1st July.
- n) Replacement bin on School Lane playing field. Cllr D Thurlow confirmed that this had been ordered.



- o) Proposed Flatford bicycle route. Cllr D Harty reported that he had not heard from East Bergholt Council. Cllr C Guglielmi asked the Clerk to circulate an email received from Julian Sanchez at Essex County Council regarding walking and cycling infrastructure plans.
- p) Request from Lawford Football Club. The request for approval for two events (U6 – U9 and Girls' Football) was discussed and agreed.
- q) Statutory Consultation for Norwich to Tilbury – Cllr C Guglielmi said he would circulate the TDC response for the LPC website and provide a response from himself as County Councillor.
- r) Lawford Green S38 Highways Adoption. The request for Deed of Grant of Easement to permit Essex Highways to discharge water into the swale/basins similar to that agreed for Summers Park in October 2023. This was discussed and agreed. Proposed: Cllr V Guglielmi and Seconded: Cllr K Symon.
- s) Request for new litter bin at Manningtree Station. This request was discussed but it was agreed that because the Parish Council does not own the site there is little it can do. The Clerk confirmed she had written to the Essex and South Suffolk Community Rail Partnership to see if this is something they can help with.
- t) Request for a tree on the roundabout at Cambridge Drive, Summers Park. It was agreed to ask the contractor to inspect the tree and make recommendations.
- u) Request for fencing repair at Nash Close. This was discussed and agreed that the Parish Council was not aware of any council properties in this area.

248/2024 To receive Administration Committee updates:

a) Council's expenditure

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

		Amount	VAT	£
SSE Energy Solutions	Street Lights - May 2024			-
BT	Office phone	55.97	11.19	67.16
Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
Microsoft	Office package	123.60	24.72	148.32
C F Corporate	printer lease	66.00	13.20	79.20
Post Office	1st and 2nd class stamps x 16	35.20		35.20
Salary	Month ending June 2024	1,383.89		1,383.89
LGPS	Month ending June 2024	560.94		560.94
HMRC	PAYE payment	808.72		808.72
Dependable Dave	Handyman Services	950.00		950.00
Evergreen Office Supplies	Paper and printer ink	145.26	29.05	174.31
Barclaycard	Land Registry	9.00		9.00

Gallagher Insurance	Insurance 2024 - 2025	4,348.68		4,348.68
Bounce Bound Resin Surfaces Ltd	Lawford Green play area	10,820.00	2,164.00	12,984.00
Manningtree has Pride		250.00		250.00
Rotary Club	Christmas Market	500.00		500.00
Dedham Vale National Landscape and Stour Valley Project		100.00		100.00
Npower	Streetlights - May 2024	60.48	3.02	63.50
Landscape Services	Dale Hill	350.00	70.00	420.00
Landscape Services	Grass cutting	475.00	95.00	570.00
Cllr C Guglielmi	Provisions for D Day 80 Event	784.62		784.62
NBB Recyled Furniture	Memorial bench + plaque	400.00	80.00	480.00
Marks Tey Radio	Speakers and microphone	210.00	42.00	252.00
Landscape Services	Strawberry Avenue hedge	400.00	80.00	480.00
Landscape Services	Various grass cutting	475.00	95.00	570.00
Landscape Services	Grass cut playing fields	550.00	110.00	660.00
Landscape Services	Grass cut to verges	700.00	140.00	840.00
Landscape Services	Grass cut Summers Park	350.00	70.00	420.00
Landscape Services	Grass cut playing fields	550.00	110.00	660.00
DM Payroll Services	April - June	81.00		81.00
	Monthly Spend	26,043.36	3,137.18	29,180.54

- ii) It was **resolved** to approve the bank reconciliation for May 2024.
- iii) The bank statement for May of £40,556.44 was noted.
- iv) The budget variance report was noted.
- v) The budget showing earmarked reserves report was noted.
- vi) Redwood Bank Interest. This was discussed and it was **resolved** in future to transfer interest into the current account. Proposed: Cllr V Guglielmi and Seconded: Cllr D Thurlow.
- vii) SLCC Essex Branch AGM & Training Day. This was discussed and it was **resolved** to pay the fee and book a space the event.

249/2024 Any Matters for Future Discussion

- a) Cllr W Saint James asked about the Council's attendance in future at the Tendring Show. It was agreed that this would be discussed for 2025.

250/2024 Any Items for information

Signature (Chair):

Date: