



Clerk to the Council: Bridget Tighe

Lawford Parish Community Hub, Unit 1, The Avenue, Lawford CO11 2FR, Tel: 01206 395898

Email: clerk@lawfordparishcouncil.gov.uk

Minutes of a meeting of the Parish Council held in the Rose Room of Lawford Parish Community Hub, The Avenue, CO11 2FR on Monday 18 May 2026 at 7pm

Present:

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

123/2026 Apologies for Absence were received and approved for Cllr W Saint James.

124/2026 To receive members declarations of interest on items that appear on the agenda.

125/2026 Minutes

- a) Minutes of the parish council meeting held on Monday 20 April 2026 at 6.30pm were approved and signed by the Chair.
- b) Minutes of the Extraordinary Parish Council meeting held on Thursday 7 May 2026 at 6.30pm were approved and signed by the Chair.

126/2026 Public Participation – There was one member of the public in attendance as an observer. PC Vanessa Moss and PCSO Sue Groves attended to provide an update on the Quasar Project and Cllr Castell spoke on a non-parish council related matter. She asked if parish councillors would like to get involved in the litter pick, she had organised, and it was agreed that Councillors would get back to her.

127/2026 To receive reports and updates.

Councillor Reports:

- a) The District Councillor report. This report was noted.
- b) The County Councillor's report. It was agreed that the Clerk would write to the new county councillor and ask how he was planning to interact with the parish councils.
- c) Quasar Report. The written and verbal reports were noted, and the following was agreed:
 - PCSO Sue Groves would monitor the speeding on Colchester Road
 - the Clerk would write to Rose Builders and request that they put a reminder in their newsletter about the 20mph speed limit on Lawford Green
 - councillors would share any intelligence on e-bikes with PCSO Sue Groves

128/2026 To receive general updates.

- a) Planning review. Cllr Chester updated the meeting on the most recent planning applications and the following was agreed:
26/00687/VOC – no comment
26/00667/VOC – no comment
26/00683/FULHH – no comment
26/00627/OUT Lawford Tye application. The Clerk confirmed that the parish council's comments on this application had been submitted.
Tarchon Interconnector Project. It was confirmed that no response had been received from TDC yet.
- b) Manningtree as a Hub. Cllr Barrett reported that this was going well with plenty of social media promotion taking place. The market was in good shape with a Pop Up event to take place in the old Barclays Building on 23 May 2026.
- c) Civic Building.
Hire schedule for May/June. The hire schedule was noted.
1st Lawford Scouts Schedule of Use. The Clerk informed the meeting that she was waiting to hear from the Scouts regarding the installation of the gate.

129/2026 To receive Administration Committee updates:

Council's expenditure

i) The list of expenditure for May 2026 was approved as below:

Direct Debits		Amount	VAT	£
SSE Energy Solutions	Streetlights April 2026	188.73	37.75	226.48
Veolia	Waste collection - May 2026	123.55	24.71	148.26
Scribe	Accounts subscription	74.00	14.80	88.80
EE Limited	Office mobile phone	33.81	6.76	40.57
CF Corporate Finance	Printer rental			-
Documents Solutions	Photocopier usage and set up fee			-
Items for BACS payment				-
Salary 1		1,202.02		1,202.02
Salary 2		264.46		264.46
LGPS	Pension contribution - May 26	472.17		472.17
Dependable Dave	Handyman Services April	702.95		702.95
See The Light	Internet and phone	46.69	9.36	56.05
EON	Hub electricity March 2026	97.62	4.88	102.50
A & J Lighting Solutions	Streetlight repair Colchester Rd	184.00	36.80	220.80
Barclaycard	Balance	16.78		16.78
VCS Websites	Secure web hosting and emails	200.00		200.00
Solar Vision	part payment for 7 solar lights	12,455.50	2,491.10	14,946.60
Keep Britain Tidy	Dog Poo Fairy 2026	150.00	30.00	180.00
J Stobart	Internal Audit	400.00		400.00
Document Solutions	Printing	6.82	1.37	8.19
Broxap	Litter bin	402.95	80.59	483.54
Landscape Services	Grass cut to Dale Hill 3204	367.50	73.50	441.00
Landscape Services	Grass cut Dead Lane, Hollies 3205	180.00	36.00	216.00
Landscape Services	Grass cut Waldegrave Way 3205	498.75	99.75	598.50
Landscape Services	Grass cut playing fields - 3207	657.50	131.50	789.00
Landscape Services	Grass cut to verges 3210	735.00	147.00	882.00

Landscape Services	Grass cut playing fields - 3213	657.50	131.50	789.00
Landscape Services	Grass cut Summers Park - 3214	367.50	73.50	441.00
Landscape Services	Grass cut Dale Hill - 3215	367.50	73.50	441.00
Monthly Spend		17,569.55	2,847.62	24,357.67

- ii) The list of receipts for April 2026 was approved as below:

2026/2027 Income from Hire			
Hirer	Unpaid @ 1.4.26	April	
		Invoiced	Received
Breathing Space	195.00	187.5	195.00
Canasta Group	120.00	150	120.00
Debbie Millar	22.50	0	22.50
Embody Pilates	120.00	120	0.00
Relax Your Soul	60.00	30	60.00
Rising Spring Tai Chi	120.00	60	120.00
Yoga Nut	150.00	150	150.00
Ultimate Performers			
Total Hub Hire	787.50	697.50	667.50

- iii) The bank reconciliation for April 2026 was approved.
iv) The bank Statement for April 2026 at £125,507.72 was noted.
v) The budget variance report for April 2026 was noted.
vi) A request for a contribution to the Armed Forces Day 27 June 2026 was considered and it was **resolved** to award the organisation £500 towards its costs for the day. Proposed: Cllr C Guglielmi, Seconded: Cllr Castell.
vii) A request for a contribution to Manningtree Pride was considered and it was **resolved** to award a grant of £250.00. Proposed: Cllr Castell, Seconded: Cllr Thurlow
viii) A request from EDME – Mysteries of Mistley to put an advertising banner on the roundabout at Manningtree Station was agreed. Proposed: Cllr C Guglielmi, Seconded: Cllr Thurlow
ix) Social Media. The proposal was discussed, and it was agreed to ask for more information. Clerk to action.
x) Negotiations with local group for use of meeting room. The draft agreement sent to the group was discussed and the Clerk confirmed she was waiting for their comments.

130/2026 To receive Public Realm committee updates:

Bins

- a) Installation of new bins. Cllr Thurlow reported there was one bin to install at Manningtree Station and then all the new bins would have been installed.

Street lighting

- b) Streetlighting on Summers Park and Riverview. Cllr Thurlow reported that eight solar lights had been ordered, and the works would take place over the summer.
c) Streetlighting on Cox's Hill. Cllr C Guglielmi reported that he was due to meet with a Highways Officer soon to discuss.
d) Streetlighting on Bromley Road. As above at c).

Grass cutting

- e) Discussions with Tendring District Council. Cllr C Guglielmi reported that this was ongoing.
- f) Hedge at Bromley Road. The Clerk reported that there was no update as this was ongoing.
- g) Poison Hemlock alongside Dead Lane, Lawford Green. This was discussed and it was agreed that as the path was wide enough to avoid the plant and options for its removal were not without risk, the plant would be left as it is and monitored.

General

- h) Repairs to fence line at Summers Park Pond. This was discussed and the purchase of new 'chicken wire' fencing and installation was agreed.
- i) Petition for a safe road crossing on Wignall Street/Speeding. Cllr C Guglielmi updated on the response from the cabinet member and said that Essex Highways would not be acting on the petition. He suggested the Clerk response to the residents and suggested they might like to set up a community speed watch as an option going forward.
- j) Youth Committee (including Pump Track). Cllrs Barrett and Castell said they were currently evidence gathering.
- k) Village Sign at Manningtree Station. The Clerk reported that this was due back shortly.
- l) Upkeep of War Memorial. Cllr Castell reported that this was on the agenda for the Cadet's next meeting.
- m) Reinstatement of the Bus Shelter on Wignall Street. Cllr Thurlow suggested the council take more time to consider this installation. This was agreed.
- n) Annual Parish Assembly 20 May 2026. The final preparations for the Parish Assembly were discussed and agreed.
- o) Annual Newsletter. It was agreed to discuss this at the next meeting.
- p) Request for speed watch. See 127/2026 c) above where this was discussed.

131/2026 Any Matters for Future Discussion

- a) Memorial tree replacement on Summers Park.

132/2026 Any Items for information

133/2026 Any Emergency decisions

There being no further business the meeting was closed at 8.25pm

Signature (Chair):

Date: