



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 21st October 2024 at 6.30pm

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

271/2024 Apologies for Absence Apologies for absence were received and approved from Cllrs C Guglielmi, D Harty and W Saint James.

272/2024 To receive members declarations of interest on items that appear on the agenda.
There were no declarations of interest received.

273/2024 Minutes

- a) It was **resolved** to approve the minutes of the previous parish council meeting held on 16th September 2024 and they were signed by the Chair.

274/2024 Public Participation – At this session there was the following:

a representative from Rose Builders who answered questions on the new play park planned for Lawford Green and the new Parish Council office,

a representative from PACE who spoke about the new sustainable poppy wreaths. It was **resolved** to buy two wreaths – one of each – place one for a 3-week period and the other for longer to see how durable it was and then vice versa. These to be laid by the Deputy Lord Lieutenant on Remembrance Day,

a representative from the Dedham Vale National Landscape & Stour Valley spoke about the projects where Lawford residents had been the beneficiaries and

a member of the public observing who was interested in becoming a parish councillor.

275/2024 To receive reports and updates.

The Councillors and Police Reports:

- a) The District Councillor report. This report was noted.
- b) The County Councillor's report. This report was noted.
- c) Operation Quasar report. This report was noted.
- d) Fence on Cox's Hill. The Clerk confirmed that this work was due to be carried out soon.
- e) Meeting with Rose Builders.

It was **resolved** that the Parish Council would manage the new play area at Lawford Green.

Proposed: Cllr V Guglielmi Seconded: Cllr D Thurlow

It was agreed that all councillors were happy with the outcome of the meeting with Rose Builders regarding the new Civic Building.

276/2024 To receive general updates.

- a) Planning review. Cllr Chester advised that there were no comments on the applications on the planning list.

Westbrooks Brewery Premises Licence Grant Application. It was agreed that the councillors objected to this until they had more information. It was agreed that the Clerk would write to Licensing at TDC and ask for more detail on the application such as whether it was going to be a shop and was there going to be drinking on site.

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Dale Hall - Planning Application: 24/01074/FUL. Cllr Chester reported that this application had been refused on amenity, highway and ecology grounds.

- b) Website and social media review. Cllr D Harty to provide an update at the next meeting.
- c) Manningtree as a Hub. Cllr Barrett reported that contributions to the Christmas lights had all been agreed however, there was an issue with the fixings. Therefore, he advised that the Council consider this before contributing next year. He also reported that Operation Quasar was being extended to Manningtree Town Council area.

277/2024 To receive Public Realm committee updates:

Street lighting

- a) Streetlighting on Mill Hill. Cllr Thurlow confirmed that a licence application had been submitted and he was awaiting the outcome.
- b) Solar Street Light on Riverview Pathway. Cllr Thurlow reported that this continued to be monitored and was working well.

Grass cutting

- c) Discussions with Tendring District Council - grass cutting. Cllr C Guglielmi to update at the next meeting.
- d) Summers Park Shrubs. It was **resolved** to accept the quote for this work. Proposer: Cllr D Thurlow, Seconder: Cllr T Barrett

Play parks

- e) Swings on School Lane. Cllr Harty to update at the next meeting.

Footpaths

- f) Footpath between Riverview and Manningtree High School. Cllrs T Barrett and D Thurlow reported that there was no update on this issue.

Trees

- g) Trees to be purchased: Cllr Thurlow reported that the trees had been purchased and would be planted next week
Memorial Tree on Cavendish Drive (Lebanese Wild Apple)
Memorial Tree on Summers Park (Cherry)
Commemoration Tree for D-Day 80 (Rowan)
Tree at Cambridge Drive (Rowan or White Beam)
- h) Tree to be felled at 55 School Lane. Cllr C Guglielmi to update at the next meeting.

Bins

- i) Replacement bin on Fitzgerald/Lawford Dale. Cllr Thurlow reported that this had now been fixed to the post.

General

- j) Proposed Flatford bicycle route. Cllr Chester reported that he had received no update from the group.
- k) Bus shelter on Wignall Street. Cllr C Guglielmi to update at the next meeting.
- l) Road closures on Wignall Street. Cllr D Harty to update at the next meeting
- m) Parking issues at Lawford School. Cllr Symon suggested that another email be sent to the Head asking for clarification regarding staff cover at school opening and closing times. This was agreed.
- n) Parking issue on Cotman Avenue. Cllr Guglielmi to update at the next meeting.

278/2024 To receive Administration Committee updates:

- a) Council's expenditure
 - i) It was **resolved** to approve the expenditure for October 2024 as follows:

		Amount	VAT	£
SSE Energy Solutions	Street Lights - Aug 2024	286.83	21.24	308.07
BT	Office phone	61.97	12.39	74.36

Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
The Place for Plants	4 x trees	287.90		287.90
Buzzsprout	Podcast host	14.25		14.25
Salary	Month ending October 2024	1,318.10		1,318.10
LGPS	Month ending October 2024	531.06		531.06
Dependable Dave	Handyman Services	615.00		615.00
Ogilvie Hall	Hall rental	30.25		30.25
Npower	September charges	60.38	3.02	63.40
Barclaycard payments	Trees x 4 and Buzzsprout	302.15		302.15
Acorn Village	Grant	943.50		943.50
Essex & Herts Air Ambulance	Grant	500.00		500.00
Lawford Football Club	Grant	1,000.00		1,000.00
Manifest Theatre	Grant	1,000.00		1,000.00
Manningtree Community Bus	Grant	500.00		500.00
Landscape Services	Grass cutting various 2921	475.00	95.00	570.00
Landscape Services	Grass cutting Lawford Green 2922	80.00	16.00	96.00
Landscape Services	Playing fields 2926	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	Willow trees on Summers Park	150.00	30.00	180.00
A&J Lighting	replaced units on 4 lights	283.80	56.76	340.56
Fairlop Brass Band	Deposit for VE Day	100.00		100.00
Bounce Bound Resin Surfaces Ltd	Riverview surfacing works	900.00	180.00	1,080.00
	TOTAL	11,540.19	734.41	12,274.60

- ii) It was **resolved** to approve the bank reconciliation for September 2024.
- iii) The Bank Statement for September was noted at £9,666.19.
- iv) The Budget variance report was noted.
- v) The Budget showing earmarked reserves report was noted.
- vi) New card to make direct debit payments. The Clerk reported that she was looking into this.
- vii) Revaluation of the Pavilion. It was **resolved** to accept the quote for this work. Proposed: Cllr V Guglielmi, Seconded: Cllr M Kinsmore
- viii) Potential new councillor. It was **resolved** to accept Lisa Castell as a new parish councillor. Proposed: Cllr K Symon, Seconded: Cllr M Kinsmore

- ix) Quarter 2 Verification of Bank Balance. The Clerk explained that Cllr W Saint James had verified the Quarter 2 accounts with the bank balance.
- x) Deposit for Fairlop Brass. It was **resolved** to pay the deposit for this booking. Proposed: Cllr D Thurlow, Seconded: Cllr K Symon

279/2024 Any Matters for Future Discussion

- a) Stand at Tendring Show 2025. Being discussed at Administration Committee
- b) VE Day 80 Event. It was agreed that Cllrs M Kinsmore and D Thurlow would check with Lawford Church to see whether the parish council could use their marquee for the event.

280/2024 Any Items for information

- a) Cllr L Castell asked if she could be the Council's representative on the Rural Crime Forum and this was agreed.
- b) Cllr D Thurlow said the football club were looking to install two new floodlights on the field.

Signature (Chair):

Date: