



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 18th March at 6.30pm

Present:

Cllr V Guglielmi	Cllr G Guglielmi
Cllr D Thurlow	Cllr B Chester
Cllr M Kinsmore	Cllr K Symon
Cllr T Barrett	Cllr W Saint James
Cllr D Harty	

In attendance: B. Tighe (Clerk)
One member of the public

221/2024 Apologies for Absence There were no apologies for absence received.

222/2024 To receive members declarations of interest on items that appear on the agenda.
There were no declarations of interest made.

223/2024 Minutes

- a) It was **resolved** that the minutes of the previous parish council meeting held on 19th February 2024 were approved and signed by the Chair.
- b) It was **resolved** that the minutes of the Annual Council meeting held on Monday 15th May 2023 were approved and signed by the Chair.

224/2024 Public Participation – A member of the public attended the meeting and made the following points:

- There had been considerable disruption to residents on Wignall Street due to re-routed traffic, fibre optic broadband works, cabling works for the new Manningtree Park development, electricity and gas works and the new roundabout.
- Also, the footpath on the Memorial side of the road was unusable, the pavement on the other side was a trip hazard, there is no full fibre to many of the houses and no pedestrian crossing on Wignall Street.

Cllr C Guglielmi responded as follows:

- diversion routes were currently being reviewed and this was a work in progress.
- there would be a refuge island installed between Parrington Way and the Venture Centre and this was being discussed between the developer and Essex Highways
- he would put resident in touch with Gigaclear regarding broadband and
- take pictures of the pavement on Wignall Street so he could speak to the Local Highways Panel regarding possible remedial works.

225/2024 To receive reports and updates.

The Councillors and Police Reports:

- a) The District Councillor – this report was noted.
- b) The County Councillor's report – there was no report received.
- c) Operation Quasar report – this report was noted.

226/2024 To receive general updates:

- a) Planning review. Cllr Chester reported that there were no comments required on this month's planning applications as they were all straightforward.
- b) Website and social media review. Cllr D Harty updated saying he would get 2,500 leaflets printed for distribution by councillors in their mapped areas as soon as the weather improved; he had produced another couple of podcasts with local people which would be available shortly and he would produce a briefing paper for Full Council on the options for the new website.
- c) Manningtree as a Hub. Cllr Barrett reported that no meeting had been held yet as members were waiting for answers to the questions posed to Manningtree Parish Council.

227/2024 To receive Public Realm committee updates:

- a) Streetlighting on Mill Hill. This was discussed and it was **resolved** to purchase two solar lights and install on either side of the road.
Proposed: Cllr C Guglielmi **Seconded:** Cllr T. Barrett
- b) Solar Street Light on Riverview Pathway. Update Cllr Thurlow reported that this was still a work in progress.
- c) End of school day traffic on Lawford Green. Cllr C Guglielmi updated on a recent meeting where it was agreed possible actions could include:
Change priority so the entrance is through the car park and exit is through Bromley Road entrance;
Introduce double red lines at the junction and opposite side of the junction;
Introduce time restricted parking on either side of the school access road with a single red line and times on the signage to read Monday to Friday 08:20 to 09:00 and 15:00 - 16:30 (Bank Holidays excluded). It was agreed to leave the existing yellow zig zag lines and put signage on existing street light post and fence;
Provision of designated signage for buses;
Open the gate beside the bus parking and close the gate beside the garden centre to prevent cars parking in the bus park;
Rose Builders to put additional paint on disabled car parking spaces so they are more visible.
It was **resolved** that Lawford Parish Council would put aside £5,000 for the TRO works although it probably wouldn't cost this much.
Proposed: Cllr V Guglielmi **Seconded:** Cllr C Guglielmi
- d) Mapping project. Maps were distributed at the end of the meeting.
- e) Discussions with Tendring District Council - grass cutting. Cllr C Guglielmi had met with Tendring District Council and would send the Clerk an email for distribution on the agreement.
- f) New roundabout Wignall Street / Bromley Road. Cllr C Guglielmi updating the meeting referring to the email and drawing from Rose Builders regarding installing a refuge between Parrington Way and the Venture Centre.
- g) D-Day 80 Commemoration Thursday 6th June. The meeting considered the draft poster and it was agreed to check whether there was standard wording before issuing. It was **resolved** to include refreshments in the evening as in previous events.



- h) Cableway on Summers Park. Cllr Barrett updated the meeting saying the outcome of the consultation with Manningtree High was unanimously in favour of a Cableway. It was **resolved** to go ahead with the Playquip Quote and proceed with the works. **Proposed:** Cllr T Barrett **Seconded:** Cllr K Symon It was **resolved** to send letters to residents in the immediate vicinity of the location of the Cableway to inform them of the plans.
- i) Widening Riverview Pathway. Cllr Thurlow said he was seeking further quotes and would update at the next meeting.
- j) Memorial Bench on Cavendish Drive. Cllr Thurlow said this was in hand and would be completed soon.
- k) Enhanced 'disabled bay' markings at Lawford Green Car Park. Cllr C Guglielmi said this would be completed along with the other works to the Lawford Green car park.
- l) Resurfacing works at Lawford Green play area. The outcome from discussions with Rose Builders was that they couldn't beat the quotes already received. It was agreed to wait until the works were completed at School Lane before reaching a decision on this. It was also agreed that the Clerk would check the Playquip quote for accuracy.
- m) Contents of new Lawford Green play area. This was discussed and it was agreed that Councillors did not want timber play equipment or the same surfacing as at Lawford Green play area and they would meet with Rose Builders to discuss.
- n) Replacement cradle swing on Waldegrave Way. This was discussed and it was **resolved** to ask the handyman to replace the cradle swing on Waldegrave Play Area.
- o) Invitation from Rotary Club. It was agreed that Cllr V Guglielmi would attend the Rotary Club's Christmas Market Committee for a meeting on Monday 25th March at 7pm representing Lawford Parish Council.
- p) North Falls Offshore Wind Farm consultation. This was discussed and it was agreed that the Parish Council would not provide a response at this time.

228/2024 To receive Administration Committee updates:

a) Council's expenditure

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

Direct Debits		Amount	VAT	£
SSE Energy Solutions	Street Lights - January 2024	45.85	9.17	55.02
BT	Office phone	51.72	10.34	62.06
Ogilvie Hall	Office rental	500.00		500.00
C F Corporate	printer lease	66.00	13.20	79.20
Items for BACS payment				
Salary	Month ending March 2024	1,284.34		1,284.54
LGPS	Month ending March 2024	516.12		516.12
HMRC	PAYE payment	1,996.98		1,996.98

Dependable Dave	Handyman Services	655.00		655.00
Playquip Leisure	Repairs to School Lane	5,435.00	1,087.00	6,522.00
NBB Outdoors	Memorial Bench	550.00	110.00	660.00
NBB Outdoors	Custom plaque with anchor kit	112.00	22.40	134.40
DM Payroll Services	Jan - March 24	81.00		81.00
Landscape Services	Tree works on Lawford Green	450.00	90.00	540.00
Npower	Electricity 27.3.23 to 31.3.23	1.73	0.09	1.82
Npower	Electricity 1.4.23 to 30.4.23	15.42	0.82	16.24
Npower	Electricity 1.5.23 to 31.5.23	14.31	0.76	15.07
Npower	Electricity 1.6.23 to 30.6.23	16.74	0.90	17.64
Npower	Electricity 1.7.23 to 31.7.23	38.21	2.04	40.25
Npower	Electricity 1.8.23 to 31.8.23	37.68	2.01	39.69
Npower	Electricity 1.9.23 to 30.9.23	55.39	2.90	58.29
Npower	Electricity 1.10.23 to 31.10.23	65.55	3.28	68.83
Npower	Electricity 1.2.24 to 29.2.24	71.87	3.59	75.46
	TOTAL	12,060.91	1,358.50	13,419.61

- ii) It was resolved to approve the bank reconciliation for February 2024.
- iii) The Bank Statement for February was noted. The bank balance at end of February was £97,463.52.
- iv) The Budget variance report was noted.
- v) The Budget showing earmarked reserves was noted.
- b) High interest bank accounts. The updated was noted.
- c) Lawford Green TRO monies of £5K. See above note at 227/2024 c)
- d) Policies for approval and adoption (see below attached):
It was **resolved** to approve and adopt the updated Records Retentions Policy
It was **resolved** to approve and adopt the updated Health and Safety Policy
It was **resolved** to approve and adopt the updated Standing Orders
It was **resolved** to approve and adopt the new Annual Risk Assessment
It was **resolved** to approve and adopt the updated Financial Regulations
- e) Policy update. This briefing was noted.
- f) Leaflet drop. See note above at 226/2024 b).
- g) Grant Application from Friends of Highfields School. This was discussed and **resolved** that the parish council could not fund this project as it did not have the power to do so.
- h) Training Request, Fire Safety and First Aid. This was discussed but it was agreed that it was not required.

229/2024 Any Matters for Future Discussion

- a) Cllr B Chester informed the meeting that parking along Cotman Avenue was building up again with 6 cars parked there on Saturday. This severely hampered visibility for other motorists. It was agreed that Cllr Chester would monitor the situation and take some photos so the parish council could share this information with the inconsiderate parking initiative team.

- b) Cllr T Barrett mentioned the unkempt look of the property at 22 Victoria Crescent commenting that it gave a very bad impression of the area. It was agreed that the Clerk would write to Tendring District Council copying in Cllrs C Guglielmi and T Barrett to inform them.

230/2024 Any Items for information

There were no items for information.

There being no further business the meeting was closed at 8.20pm.

Signature (Chair):

Date: