

Lawford Parish Council



Clerk to the Council: Bridget Tighe

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

Email: clerk@lawfordpc.org.uk

Minutes of the Full Parish Council Meeting held in the Small Hall, Oglivie Hall, Wignall Street, Lawford, CO11 2JG on Monday 19 June 2023 at 6.30pm.

Present:	Cllr V Guglielmi (Chair)	Cllr D Thurlow (Vice Chair)
	Cllr C Guglielmi	Cllr B Chester
	Cllr T Barrett	Cllr K Symon
	Cllr D Harty	Cllr B Newman-Wright
	Cllr W Saint James	
In attendance:	1 member of the public	B. Tighe (Clerk)

149/2023 Apologies for Absence

Apologies for absence were received from Cllr Kinsmore and accepted by the Council.

150/2023 Minutes of the Previous Meeting:

- a) It was **resolved** that the minutes of the Full Council meeting held on Thursday 25 May 2023 be approved as a correct record and signed by the Chair.

151/2023 Actions from the previous meeting:

<u>Mapping Project</u> . Cllrs C Guglielmi and D. Thurlow to update in meeting.	Ongoing
<u>Defibrillator</u> Cllr C Guglielmi to update in meeting.	Ongoing
<u>Potholes</u> – Clerk to compile list.	Ongoing
<u>Photography Competition</u> – Daniel Harty to action and provide update in meeting.	Ongoing
<u>North Falls Offshore Wind Farm</u> – Cllr C Guglielmi to provide update in meeting.	Ongoing
<u>Instagram Account</u> – Daniel Harty to create an account and provide update in meeting.	Complete
<u>Planning</u> - Clerk to submit objection to Planning application 23/00605/FUL	Complete
<u>New dog fouling signage for School Lane</u> – New signage to be ordered	Complete
<u>Co-option of Wendy Saint James</u> – Clerk to complete	Complete
<u>Co-option of Daniel Harty</u> – Clerk to complete	Complete
<u>Banner</u> – Daniel Harty D. Harty to move banner to School Lane	Complete
<u>CCTV</u> – Clerk to ask Essex Police for an update. CCTV now been removed.	Complete
<u>Lawford Football Club Grass Maintenance Agreement</u> – Clerk to send signed copy to the club.	Complete
<u>Grant request from Rotary Club (£500)</u> – Clerk to action and complete	Complete

Lawford Parish Council



<u>Grant request from Lawford Football Club</u> (£850.00) – Clerk to action and complete	Complete
<u>Barclaycard Direct Debit Mandate</u> – Clerk to complete	Complete
<u>End of School Day Traffic on Lawford Green</u> – Clerk to inform School and Essex Police	Complete

152/2023 Declarations of Interest:

There were no declarations of interest for this meeting.

153/2023 Public Voice:

- a) There was one member of the public present who observed the meeting.

154/2023 Reports and updates

The Councillors and Police Reports were circulated before the meeting.

- a) The District Councillor – the report was noted.
- b) The County Councillor's report – the report was noted.
- c) Operation Quasar report – the report was noted.

155/2023 General Items

- a) Planning review - Cllr Chester referred to planning application [23/00772/FUL](#) for Busy Bees Kindergarten. This was discussed and it was **resolved** that the Parish Council approved of this planning application.
- b) Website and social media review – Cllr Harty confirmed he had created an Instagram account for the Council and was continuing to produce podcasts.
- c) Photography competition – Cllr D Harty thanked councillors for their comments on the draft Photography Competition Entry rules. It was **resolved** to proceed with the competition as per Cllr Harty's suggestion.
- d) Public Defibrillator – Cllr Guglielmi reported that he was still waiting for a date from the electrician.
- e) North Falls Offshore Wind Farm - Cllr Guglielmi reported that he was waiting for the consultation response from Tendring District Council which, the Parish Council, had **resolved** they would consider before providing its own response.

156/2023 Public Realm committee:

- a) Street Lighting. Cllr Thurlow reported that Phase III works were underway.
- b) Upgrade to Riverview Pathway – Please see below item m.
- c) New dog fouling signage for School Lane – The Council was waiting for the contractor to install.
- d) Byelaws – decision awaited.
- e) New memorial benches Summers Park and Cox's Hill – Cllr Thurlow reported that he had met with a resident regarding the memorial bench and with the Rotary Club regarding the bench on Cox's Hill. It was **resolved** that both should go ahead.
- f) Bin installation – It was **resolved** that a new bin to be installed on Long Road (Hearts Delight side), at the bus stop opposite the Mile Marker. The Clerk to confirm that Tendring District Council would empty.
- g) End of school day traffic on Lawford Green – Cllr Symon reported that there had been less complaints recently however, this was probably because of the good weather and when the weather became colder/wetter complaints would probably increase again. This was discussed and agreed that stop or give way markings might help. It was agreed that Cllr C Guglielmi would ask the Local Highways Panel at the meeting on 30.6.23 whether they would put markings down if the parish council agreed to pay for them. Cllr C Guglielmi suggested that



the Clerk write to the Head of the School to see whether she had been in touch with sustainable travel at Essex County Council who may be able to help with the cultural change that was needed. It was also agreed that the Clerk would ask whether the issue had been put in the school's newsletter.

- h) Area of Summers Park to grow wild – It was **resolved** that the corner of Summers Park beside Cornford Way would be left to grow wild.
- i) Dead Trees on Summers Park – It was **resolved** to ask the contractor to provide a quote for removal.
- j) Tree on Riverview – proposal to cut lower branches. It was **resolved** to do whatever was necessary to settle the situation including asking the contractor for a quote and carrying out the works.
- k) Footpath at Hungerdown Lane/Garden City – It was **resolved** that the quote for these works was accepted.
- l) Acer tree on junction at Queensway – It was **resolved** that the quote for these works be accepted.
- m) Widening of Riverview path and street lighting – It was **resolved** to widen the Riverview footpath behind the schools and the works be divided into two phases. Phase 1 would be to widen the footpath by 1 metre from 1.5 metres to 2.5 metres from the cut through from Skelton Close to where all the footpaths meet in Summers Park. This would include a section up to the footpath that runs between the two schools on the other side of the footpath. Phase 2 would be to provide street lighting along the footpath and other footpaths as required.
- n) Potholes – Cllr C Guglielmi asked if councillors could send through photos of potholes in addition to location information.

157/2023 Administration Committee:

- a) Council's expenditure
 - i) A list of expenditure for June 2023 was circulated prior to the meeting. It was **resolved** that the following payments be approved.

Payee	Description	Net £	VAT £	Gross £
Salary	Month ending June 2023	1,208.94		1,208.94
LGPS	Month ending May 2023	485.16		485.16
Dependable Dave	Handyman Services	650.00		650.00
Landscape Services	Grass cut Summers Park 2664	330.00	66.00	396.00
Landscape Services	Grass cut to fields 2663	522.50	104.50	627.00
Lawford Football Club	Grant as contribution to new lights (min ref: 146/2023 c)	850.00		850.00
Rotary Club Manningtree Stour Valley	Grant for Christmas Market (min ref: 146/2023 b)	500.00		500.00



St John's Ambulance	Providing first aid cover at King's Coronation Event	105.60	21.12	126.72
East Anglia's Children's Hospice	Grant award (min ref: 135/2023 f)	500.00		500.00
A&J Lighting Solutions	Call out Colchester Road - 37352	168.50	33.70	202.20
Landscape Services	Grass cut to playing fields - 2671	522.50	104.50	627.00
Landscape Services	Grass cut to verges - 2672	660.00	132.00	792.00
	Monthly Spend	7,127.17	486.61	7,613.78

- ii) A bank reconciliation for May 2023 was circulated prior to the meeting. The current account held £111,184.95, the instant account held £4,079.39, the 30 Day account held £22,635.24 and the savings account held £57,072.67. It was **resolved** that the bank reconciliation be approved.
- iii) Cllr Saint James verified invoices, confirmed by initialling Expenditure Spreadsheet and Invoices with green ink at the meeting.
- b) To approve Val Pretty being taken off Suffolk Building Society as signatory. It was **resolved** to remove Val Pretty from the Suffolk Building Society as signatory.
- c) Grant request from Manningtree & District/Frankenberg Partnership Association. This was considered and it was **resolved** to award the grant of £100.00, however, before the grant was awarded the councillors asked the Clerk to invite the Association to the next meeting so they could hear from them about their work.
- d) TDALC Affiliation Request. This was considered and it was **resolved** to affiliate to the organisation.

158/2023 Matters for Future Discussion

- a) Rusted goals on Waldegrave playing field.
- b) Complaints regarding grass cutting on Lawford Dale.
- c) Grass area at Riverview car park area between car park and fence line.

159/2023 Items for information

- a) Cllr Barrett asked Councillors to look out for small cannisters in the area as he was looking to gauge whether there was an issue in Lawford.
- b) Cllr Saint James said she would like to be a member of the Administration Committee. The Chair and all welcomed this suggestion.
- c) Cllr C Guglielmi updated councillors on the closure of Mistley School. He said he and Cllr Barrett were working with parents and would update at future meetings.

There being no further business, the Chair closed the meeting at 8.00pm

Signature (Chair)

Date: