



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 22nd January at 6.30pm**

Present:

Cllr V Guglielmi (Chair)	Cllr C Guglielmi
Cllr D Thurlow (Vice Chair)	Cllr D Harty
Cllr T Barrett	Cllr K Symon
Cllr B Chester	Cllr W Saint James

In attendance B Tighe (Parish Clerk)

211/2024 Apologies for Absence Apologies received and approved for Cllr M Kinsmore.

212/2024 To receive members declarations of interest on items that appear on the agenda.
Cllr C Guglielmi declared an interest in item 217/2023 k) as he is on the decision making panel.

213/2024 Minutes - Minutes of the previous parish council meeting held on 18th December 2023 were approved and signed by the Chair. Amended minutes of parish council meeting held on 20th November were approved and signed by the Chair.

214/2024 Public Participation – There were no members of the public present.

215/2024 To receive reports and updates.

The Councillors and Police Reports were circulated when received.

- The District Councillor. The report was noted.
- The County Councillor's report. The report was noted.
- Operation Quasar report. The report was noted, and councillors asked if the police could do some speed checks including along Wignall Street on the approach to the new roundabout. The clerk to action.

216/2024 To receive general updates.

- Planning review. Cllr Chester reported that it had been very quiet and there were no comments suggested on any planning applications.
- Website and social media review. Cllr D Harty updated as follows:
asked councillors to provide feedback on the suggested promotional leaflet;
he will write and circulate briefing paper on suggestions for new website given recent emails with current provider.
- Use and expected numbers new Parish Council Office. This was discussed and it was agreed to set up a meeting with Rose Builders to discuss further. Clerk to action.
- Manningtree as a Hub. Cllr Barrett reported that Manningtree Town Council is having financial difficulties and he suggested that a committee, made up of one councillor from each of Lawford, Manningtree and Mistley parish councils, meet two or three times per year to explore ways to help. Councillors agreed with the concept however, asked Cllr Barrett to secure evidence for the intervention in the first instance.



217/2024 To receive Public Realm committee updates:

- a) Street Lighting on Cox's Hill. Works now complete and councillors reported had made a big difference.
 - b) Street Lighting on Mill Hill. Cllr Barrett reported that he was waiting for findings of solar light trial before proceeding further.
 - c) Solar Street Light on Riverview Pathway. Cllr Thurlow reported that contractor had changed the light to see if it made any difference and he was also exploring other solar lighting options and would report at the next meeting. He queried the height of the trees on the pathway at Highfields School and it was agreed that the Clerk would write to the school to ask if there were any plans for the trees.
 - d) End of school day traffic on Lawford Green. This was discussed and it was agreed to email Tendring District Council to see whether they could work with the North East Parking Partnership (NEPP) to reinstate the Park Safe Scheme. The Clerk to action. It was also agreed to ask the police to carry out regular weekly patrols. The Clerk to action.
 - e) Mapping project. Cllr C Guglielmi said he was still waiting on the paperwork and would update at the next meeting.
 - f) Discussions with Tendring District Council - grass cutting. Cllrs C Guglielmi and Barrett said they would write to Tendring District Council to ask for an update.
 - g) Section 106 monies for Manningtree Station. Cllr C Guglielmi said he had attended a meeting to discuss the design of the proposed traffic lights. He said he would circulate to councillors.
 - h) Tree inspections and hedges. Cllr Thurlow reported that this work was almost complete.
 - i) New roundabout Wignall Street / Bromley Road. Councillors discussed email from Steven Rose and it was agreed that Cllr C Guglielmi would email Chris Stoneham and ask for response from Essex Highways.
- 7.40pm At this point Cllr B Chester left the meeting.**
- j) Resident request for bench. This was discussed and it was **resolved** to give consent to the resident to install a seat on the pathway between the A137 and the Norwich - London railway line. Clerk to action.
 - k) Lawford Conservation Area Consultation 15 Jan to 26 Feb. This was discussed and agreed that councillors would look through document and attend consultation event if they were free.
 - l) Triconnex work at Garden City. Cllr C Guglielmi reported that the lights should be okay now however, he would provide an update when he had more information. The Clerk informed councillors that Triconnex would like to speak to someone regarding storing mud at the car park at School Lane. Councillors discussed this and **resolved** to give them permission and Cllr Guglielmi said he would ring them.

218/2024 To receive Administration Committee updates:

- a) Council's expenditure
 - i) It was **resolved** to approve the list of expenditure for January 2024 as below:

Item		Amount	VAT	Total
SSE Energy Solutions	Streetlight power	344.38	53.00	397.38
BT	Office phone	51.72	10.34	62.06
Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
Xmas purchases	Xmas gift and meeting	22.29		22.29

Salary	Month ending January 2024	1,284.34		1,284.34
LGPS	Month ending January 2024	516.12		516.12
Dependable Dave	Handyman Services	720.00		720.00
Payroll Services	Payroll Services	81.00		81.00
Ogilvie Hall	Room hire for meetings	33.00		33.00
A&J Lighting Solutions	Lighting on Cox's Hill	1,396.00	279.20	1,675.20
Playquip Leisure	Works to Waldegrave & School Lane	1,196.00	239.20	1,435.20
	Monthly Spend	6,144.85	581.74	6,726.59

- ii) It was **resolved** to approve the reconciliation for December 2023.
- iii) Budget variance report. The report was noted.
- iv) Budget showing earmarked reserves report. The report was noted.
- b) Precept Ready Reckoner. The precept ready reckoner was noted.
- c) New auditor. This was discussed and it was **resolved** to appoint Jan Stobart as the internal auditor for 2024 – 25. The Clerk to action.
- d) High interest bank accounts. This briefing was noted and it was agreed that councillors would send their comments to the Clerk.
- e) Lawford Green commuted sum. This was discussed and it was **resolved** not to accept the sum.
- f) List of policies. This was discussed and it was agreed that Cllrs Saint James and Thurlow would go through the policies with the Clerk to streamline and then re-present to the Full Council.
- g) New and amended policies for approval. It was agreed that these would be re-presented to Full Council once Cllrs Saint James and Thurlow had completed their appraisal of the policies as at item f) above.
- h) Annual Policy Audit 'walk through'. It was agreed that Cllrs Saint James and Thurlow would take ownership of this.
- i) Leaflet drop. Cllr Harty said that he and Cllr Kinsmore had been working on producing a leaflet that would highlight the work of the parish council. Councillors agreed to this and said they would send their feedback to Cllr Harty.

219/2024 Any Matters for Future Discussion

For future discussion in 2024

- a) Widening Riverview Pathway. To be discussed in new financial year
- b) Cableway on Summers Park. To be discussed in new financial year
- c) Climbing frame on Summers Park. To be discussed in new financial year
- d) Solar Light pilot project. Decision at end of winter period

220/2024 Any Items for information. There were no items for information.

The meeting closed at 8.15pm.

Signature (Chair):

Date: