

Lawford Parish Council



Minutes of a **meeting of the Parish Council held in the Small Hall, Ogivlie Hall, Wignall Street, Lawford, CO11 2JG on Monday 20 February 2023 at 6.30pm.**

Present: Cllrs T. Barrett, B. Chester, C. Guglielmi, V. Guglielmi, M. Kinsmore, B. Newman-Wright, G. Payne, V. Pretty, D. Thurlow

Clerk to the Council, B. Tighe
Tendring District Councillor, Cllr A Coley

105/2023 Apologies for Absence No apologies were received.

106/2023 Minutes of the Previous Meeting:

a) The minutes of the Council meeting held on **Monday 16 January 2023** were approved.
Proposed: V. Pretty **Seconded:** G. Payne **All agreed**

107/2023 Actions from the previous meeting:

<u>HGVs on School Lane</u> Cllr Guglielmi is waiting for the next stage on this signage and would report at the next meeting.	Ongoing
Clerk to add Cllr Thurlow to the Ipswich Building Society signatories	Ongoing
<u>Mapping Project.</u> Cllr Guglielmi to organise maps	Ongoing
<u>Defibrillators</u> Clerk to email potential partners	Ongoing
<u>Shield for Beacon</u> to be installed soon	Ongoing
<u>Shrubs for Summers Park Pond.</u> Cllr C Guglielmi to provide update at next meeting	Complete
<u>Street Lighting</u> Clerk to contact contractor regarding next phase	Complete
<u>20s Plenty Campaign</u> Clerk to put item on Public Realm agenda	Complete
<u>King's Coronation Planning</u> Clerk to find out whether Beacons can be lit Clerk to also email Manningtree Town Council declining their offer of joint event	Complete Complete
<u>Mile Marker</u> Clerk to email forge to complete works	Complete
<u>Tyre marks along Riverview Pathway</u> Clerk to report to Tendring District Council	Complete
<u>Cones on Summers Park</u> Clerk to ask handyman to remove	Complete
<u>Parish Assembly – talk on climate change</u> Clerk to liaise with John Hall on this event	Complete
<u>Estate Agent Boards advertising Christmas Tree Event</u> Cllr Thurlow to speak to the Church	Complete
<u>Baby swing at Lawford Green Play area</u> Clerk to put on agenda for Public Realm meeting	Complete

108/2023 Declarations of Interest:

Cllr V Pretty declared an interest in item 111/2023 c) regarding Public Defibrillators.

109/2023 Public Voice:

- a) A member of the public attended and spoke about the Earth Festival for 2023.

110/2023 Reports and updates

- a) The District Councillor – contents of the report were noted.
- b) The County Councillor's – report due in March.
- c) Operation Quasar report – contents of the report were noted.

111/2023 General Items

- a) Planning review - Cllr Chester updated the meeting saying there were no planning issues for this month.
- b) Website and social media review – Cllr Harty updated the meeting saying more podcasts were planned for the coming month and he would update when completed.
- c) Public Defibrillators – It was agreed the location would be the gym on Summers Park and the Clerk would order the defibrillator for installation.

Proposed: C Guglielmi **Seconded:** V Pretty **All agreed**

Action: Clerk to place order for defibrillator and organise installation

- d) King's Coronation Planning – It was agreed that the event to celebrate the King's Coronation would take place on the evening of Saturday 6th May and would include a firework display, drinks and nibbles. It was also agreed that Cllrs V Guglielmi, T Barrett, B Newman-Wright and D Thurlow along with the Clerk, would form a working group to plan for the event.

Proposed: C Guglielmi **Seconded:** V Guglielmi **All agreed**

Action: Clerk to set up a planning meeting

112/2023 Public Realm committee:

- a) Bin installation – Cllr Thurlow confirmed that 6 bins had been installed, 1 was due to be installed at the Riverview car park and the location for the final bin was being considered.
- b) Mapping exercise – Cllr C Guglielmi said this work was now postponed until after the election when it would be clear which councillors would be on the council to take the work forward.
- c) Street Lighting. The meeting agreed the quote received for Phase II of the streetlight upgrade.

Proposed: D Thurlow **Seconded:** T Barrett **All agreed**

Action: Clerk to confirm to the contractor

- d) Summers Park Pond – It was confirmed that the treatment to the fence would take place in better weather and agreed the Clerk would speak to the contractor regarding a date for the planting and to Tendring District Council regarding regular watering.

Action: Clerk to speak to the contractor regarding date for the planting.

Action: Clerk to speak to Tendring District Council regarding watering new plants on Summers Park

- e) Memorial Bench on School Lane – Cllr Thurlow confirmed that this had been installed.
- f) Mile Marker- Cllr C Guglielmi confirmed that this was being painted and would then be installed.
- g) Shield for Beacon – the Clerk confirmed that this would be installed soon.

113/2023 Administration Committee:

- a) Council's expenditure
 - i) To agree costings for upgrade to office computer. The costs were agreed by all.
 - ii) To consider and decide on purchase of accounting software. This was agreed in principle however, the Clerk would continue to negotiate the costs and report at the next meeting.

Action: Clerk to update on costs at next meeting
 - iii) To consider and decide on purchase of Payroll Services. This was considered and agreed by all.

- iv) To consider and decide on purchase of VAT return facility. This was considered and agreed by all.
- v) To consider and decide purchase of Safeguarding Level 2 training. This was considered and agreed by all.
- vi) To consider and decide purchase of Elections Briefing (training). This was considered and agreed by all.
- vii) To consider and decide on grant request from Manningtree Earth Festival. This was considered and agreed a grant award of £500.00 would be made.
Proposed: Cllr V Guglielmi **Seconded:** Cllr T Barrett All agreed
- viii) To consider and decide on grant request from Dedham Vale AONB. This was considered and agreed to make no award on this occasion.
Proposed: Cllr D Thurlow **Seconded:** Cllr C Guglielmi All agreed
- ix) Recommendations from the Parish Independent Remuneration Panel. The recommendations were noted by all.
- x) A list of expenditure for February 2023. This was considered and approved by all.
- xi) A bank reconciliation for January 2023. This was considered and approved by all.
- xii) Cllr D Thurlow verified invoices, confirmed by initialling Expenditure Spreadsheet and Invoices with green ink.

114/2023 Matters for Future Discussion

- a) Cllr V Pretty asked if the widening of Riverview pathway could be discussed at a future meeting. This was agreed.

115/2023 Items for information

The meeting closed at 7.30pm

Signature (Chair of Parish Council): Date: