



**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 22<sup>nd</sup> April at 6.30pm**

**Present:**

Cllr V Guglielmi	Cllr G Guglielmi
Cllr D Thurlow	Cllr B Chester
Cllr K Symon	Cllr D Harty
Cllr T Barrett	

**In attendance:** B. Tighe (Clerk)

**231/2024 Apologies for Absence** Apologies for absence were received and approved from Cllrs M Kinsmore and W Saint James.

**232/2024 To receive members declarations of interest on items that appear on the agenda.**

Cllr C Guglielmi declared an interest in item 238/2024 d) as he is the Essex County Council representative on the Dedham Vale AONB and Stour Valley Project.

**233/2024 Minutes**

- a) It was **resolved** to approve the minutes of the previous parish council meeting held on 18<sup>th</sup> March 2024 and they were signed by the Chair.

**234/2024 Public Participation** – There were no members of the public present.

**235/2024 To receive reports and updates.**

The Councillors and Police Reports:

- a) The District Councillor. No report received.
- b) The County Councillor's report. This report was noted.
- c) Operation Quasar report. This report was noted.

**236/2024 To receive general updates.**

- a) Planning review There was discussion around two applications: 23/00727/FUL Adens, Wignall Street and 23/00373/BOC, Crossways, Wignall Street. With regard to Adens there was concern over slates on the roof not being secure and Cllr C Guglielmi was waiting for a decision from enforcement on this. With regard to Crossways there had been an issue with vehicles parking on Wignall Street, however, enforcement have reminded the developer of their obligation in this regard and was reassured that this is now resolved.
- b) Website and social media review Cllr D Harty reported that all was progressing, and he would have an update at the next meeting.
- c) Manningtree as a Hub. Cllr Barrett reported that Manningtree Town Council had confirmed that they would like some support with maintaining the beach and flower tubs. He said this would probably be around £400.00 and would confirm at the next meeting.
- d) Best Kept Playing Field Competition 2024. This was discussed and it was agreed to enter the competition including Class 7 which recognises works completed during the year. Clerk to action.

**237/2024 To receive Public Realm committee updates:**

- a) Streetlighting on Mill Hill. The Clerk confirmed she had emailed Affinity Water for permission to place a streetlight on their land and was waiting for a response.



- b) Solar Street Light on Riverview Pathway. Cllr Thurlow reported that this was ongoing.
- c) End of school day traffic on Lawford Green. Cllr C Guglielmi reported that the red lining work at the school was due to be completed between 7 – 31 May. He confirmed that banners had been ordered by the resident and asked the Clerk to formalise the wording of the maintenance agreement with the school with a view to putting this in place when the works had been completed. Clerk to action. It was also agreed to invite the Headteacher of Lawford CofE School to the next Public Realm meeting. Clerk to action.
- d) Discussions with Tendring District Council - grass cutting. Cllr C Guglielmi confirmed he was waiting for a response.
- e) New roundabout Wignall Street / Bromley Road. Cllr Guglielmi confirmed that works were due to take place between 7 – 31 May.
- f) D-Day 80 Commemoration Thursday 6<sup>th</sup> June. This was discussed and it was agreed to buy high vis jackets with Lawford Parish Council printed on them.
- g) Cableway on Summers Park. The Clerk confirmed that this work has been ordered and was waiting for an installation date.
- h) Repairs to Seesaw on Summers Park. It was **resolved** to agree this quote. Proposer: Cllr T Barrett, Seconder: Cllr D Thurlow
- i) Widening Riverview Pathway. It was **resolved** to agree this quote and reduce the works. Proposer: Cllr D Thurlow, Seconder: Cllr C Guglielmi
- j) Memorial Bench on School Lane. Cllr Thurlow updated that he was liaising with the family regarding a memorial bench on School Lane. All agreed to this. Cllr Thurlow to update at the next meeting.
- k) Memorial Tree on Cavendish Drive. Cllr C Guglielmi was liaising with the family regarding placing a memorial tree on Cavendish Drive and would update at the next meeting. All agreed to this. Clerk to apply for the required licence.
- l) Resurfacing works at Lawford Green play area. It was **resolved** to accept the quote from Bounce Bound Resin Surfaces Ltd and order the works. Proposer: Cllr T Barrett, Seconder: Cllr D Thurlow.
- m) Contents of new Lawford Green play area. Cllr C Guglielmi reported on a meeting held with Rose Builders (a note of which had been circulated to all councillors), confirming that the new play area on Lawford Green would have a reduced amount of play equipment made of a long-lasting material and either a grass or wet pour surface. This was agreed by all.
- n) Pathway between Riverview and Manningtree High School. This was discussed as there was concern about the state of the pathway. It was agreed that the Chair would write to both Manningtree High School and Highfields School about the issue.

## 238/2024 To receive Administration Committee updates:

### a) Council's expenditure

- i) It was **resolved** to approve the list of expenditure for April 2024.

		Amount	VAT	£
SSE Energy Solutions	Streetlights - February 2024	267.71	19.82	287.53
BT	Office phone	51.72	10.34	62.06
Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
C F Corporate	printer lease			-

Salary	Month ending April 2024	1,285.40		1,285.40
LGPS	Month ending April 2024	516.12		516.12
Dependable Dave	Handyman Services	815.00		815.00
Essex Highways	TRO Lawford Green	2,550.46		2,550.46
Landscape Services	Grass Cutting Dale Hill	350.00	70.00	420.00
Landscape Services	Grass cut playing fields	550.00	110.00	660.00
Landscape Services	Grass cut verges	700.00	140.00	840.00
Landscape Services	Grass cut to Dale Hill	350.00	70.00	420.00
Landscape Services	Various grass cutting	475.00	95.00	570.00
Landscape Services	Grass cut to verges	700.00	140.00	840.00
Landscape Services	Grass cut to playing fields	550.00	110.00	660.00
Landscape Services	Summers Park	350.00	70.00	420.00
Landscape Services	Grass cut playing fields	550.00	110.00	660.00
Fenland Leisure Products	Cradle swing and chain	146.50	29.30	175.80
Rialtas	Annual support & VAT subscription	302.00	60.40	362.40
EALC	Annual sub for EALC and NALC	899.86		899.86
Npower	Streetlights - March 2024	73.63	3.68	77.31
Ogilvie Hall	Hall Hire	33.00		33.00
Bounce Bound	School Lane resurfacing	5,750.00	1,150.00	6,900.00
	<b>Monthly Spend</b>	<b>17,766.40</b>	<b>2,188.54</b>	<b>19,954.94</b>

- ii) It was **resolved** to approve the bank reconciliation for March 2024.
- iii) The bank statement for end of March was £3151.76.
- iv) LCTS Grant 24-25. This was confirmed as £1924.00 and was noted.
- v) Budget variance report. This was noted.
- vi) Budget showing earmarked reserves report. This was noted.
- b) High interest bank accounts. This was discussed and it was agreed not to open a 35-day notice account at this time due to the difficulties in accessing one. It was agreed this could be looked at later in the year if needed.
- c) Grant Application from Manningtree and District/Frankenbergh Partnership Association. This was discussed and it was **resolved** to award a grant of £100.00. Proposer: Cllr V Guglielmi, Seconder: Cllr K Symon.
- d) Grant Request from Dedham Vale National Landscape and Stour Valley Project. This was discussed and it was agreed to ask what activities were planned for Lawford. Clerk to action.

### **239/2024 Any Matters for Future Discussion**

- a) Tree planting for D-Day 80 Commemoration. A possible Rowan Tree was discussed and it was agreed that the Clerk would look into this.
- b) Frontage at Town and Country Development. It was agreed that Cllr T Barrett would speak to Mistley Parish Council regarding maintenance of this.
- c) Grant application for Manningtree Has Pride Event.
- d) Asset Management.

### **240/2024 Any Items for information**

- a) Cllr T Barrett reported that the condition of the property at 22 Victoria Crescent had improved.
- b) Cllr D Thurlow reported that he was reviewing the Lawford Green Car Park agreement with the football club and would report back at the next meeting.

**Signature (Chair):**

**Date:**