

Lawford Parish Council



You are hereby summoned to attend a **meeting of the Parish Council to be held in the Small Hall, Ogilvie Hall on Monday 20 June 2022 at 7.00pm.**

Clerk to the Council: Bridget Tighe

AGENDA

022/2023 Apologies for Absence

023/2023 Minutes of the Previous Meetings:

- a) To approve the minutes of the Council meeting held on **Monday 16 May 2022**
- b) To approve the minutes of the Annual Parish Council meeting held on **Monday 16 May 2022**

024/2023 Actions from the previous meeting:

| | |
|---|-----------------|
| Cheques. Clerk to post | Complete |
| Removal of green waste at Dixon Close and the bottom of Station Road. Cllr C Guglielmi offered to speak to TDC's Open Spaces officer as the land in question is the responsibility of TDC. CG reported he had met with the Head of Open Space to discuss and was waiting for an update. | Ongoing |
| Tree planting on TDC land. Cllr C Guglielmi will approach TDC for permission. It was agreed that Clerk would forward original email to Cllr Guglielmi. | Ongoing |
| Field gate to the pond/drainage overflow at Summers Park. Cllr Thurlow to chase second quote | Ongoing |
| Quotes for removal of bins on Summers Park. Cllr C Guglielmi to chase. | Ongoing |
| Tree planting for Queen's Jubilee. Clerk to organise plaque | Ongoing |
| Hops Farm Beer Festival 6.8.22. Cllr C Guglielmi to provide update from discussion at SAG meeting | Ongoing |
| Encroaching trees on Gainsborough Drive. Clerk to send letter when address received. | Complete |
| Mapping project. Cllrs C Guglielmi and Thurlow to provide an update. It was agreed at the Public Realm meeting of 4.4.22 that Cllr Thurlow would re-send maps to Cllr Guglielmi | Ongoing |
| Clerk to inform Fisher Jones Greenwood of area to be covered for First Registration of School Lane | Complete |
| Clerk to write up Policy for requests for Memorial Benches and share with Councillors | Complete |
| Clerk to inform J Hawkins regarding decision on request for memorial bench | Complete |
| Clerk to inform Playquip Leisure to progress with Option 2 quote to repairs to Lawford Green Play area. | Complete |

025/2023 Declarations of Interest:

Parish Councillors are invited to declare any interest they may have in relation to Agenda Items.

026/2023 Public Voice:

Members of the public may speak for 3 minutes each.

027/2023 Reports and updates

The Councillors and Police Reports are circulated when they become available.

- a) The District Councillor – see attached report
- b) The County Councillor's report – see attached report
- c) TDALC report – see attached report
- d) Operation Quasar report – see attached report

028/2023 General Items

- a) Plastic Free Initiative. Suggestion from Cllr Ben Newman-Wright. See attached emails
- b) Request from Lawford Football Club for funding. See attached letter.
- c) To consider donation request from Manningtree Earth Festival. See attached.
- d) Items Councillors may wish to raise/discuss.

029/2023 Public Realm committee:

- a) Update regarding 2 quotes to supply and fit 5ft timber field gate to the pond/drainage overflow at Summers Park. Cllr Thurlow
- b) Update on works to Riverview Car Park. Update from Cllr Thurlow
- c) Agree 3 new signs for Riverview (see attached) – Cllr Thurlow
- d) School Lane Dog Poo Bins. Complaints received.
- e) Update on quotes received for removal of bins on Summers Park. Cllr C Guglielmi
- f) Community Litter Pickers – discussion and agreement
- g) Tree Inspection Reports from John Glover – Garden City and Queensway. See attached reports and agree actions.
- h) Items Councillors may wish to raise/discuss.

030/2023 Administration Committee:

- a) Council's expenditure
 - i) A list of expenditure will be circulated prior to the meeting for information. [expenditure sheet and reconciliation to follow]
 - ii) In line with audit guidelines (*approved at Full council August 2018*) prior to the signing of cheques a councillor verifies invoices, and the prepared cheques agree, confirmed by initialling Expenditure Spreadsheet, Cheques, and Invoices with green ink.
- b) To accept quote from Nicholas Percival for Land Valuation of School Lane and agree meeting to walk around boundary. See attached.
- c) Items Councillors may wish to raise/discuss.

031/2023 Planning Committee:

- a) Planning application number: [22/00752/COUNOT](#)
Application for prior approval for the conversion of two agricultural buildings into two dwellings at 84 Hungerdown Lane Lawford. Further discussion required regarding suitability of the location for residential property and whether TDC have any policies on this type of development– Cllr B Chester

032/2023 Update ref other Meetings attended, or to be attended, by Councillors.

Signature (Clerk): *B Tighe*

Date: 15 June 2022