



Minutes of the **Administration Committee** held in the **Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG** on **Monday 2 August 2021 7.30pm**

### Minutes

**1. Present:**

Councillors C & V Guglielmi, Thurlow, and Kinsmore  
 Clerk: Mrs Peachey  
 0 Members of the Public

**Apologies:**

Cllrs Miles and Woods

**2. Minutes of the last meeting:**

Minutes of the Administration Committee Meeting held on **4 January 2021** were agreed as a true record. **Proposed:** Cllr C Guglielmi **Seconded:** Cllr Kinsmore **Approved**

**3. Actions from the previous meetings:**

Clerk to update Projects Spreadsheet with quotes as received.	Completed
---	-----------

**4. Declarations of interest:**

Cllr C Guglielmi is a member of the Dedham Vale AONB

**5. Financial and related matters:**

a) Grant Requests:

- i) Age Concern – the committee did not approve a grant  
**Proposed:** Cllr Kinsmore **Seconded:** Cllr Thurlow **Agreed**
- ii) Lawford Church - £2,750 – the committee approved the Grant Funding  
**Proposed:** Cllr C Guglielmi **Seconded:** Cllr V Guglielmi **Agreed**
- iii) NEVSG (North Essex Veterans Group) – the Clerk has emailed a few times to ask if they have set up a Charities account and advised cheques cannot be made payable to individuals. No response has been received. *Cllr C Guglielmi will contact NEVSG reference a constitution and an organisations account. Cllr Guglielmi advised this is a split from the British Legion.* **Action – discuss further at Full Council**
- iv) Dedham Vale AONB – Committee did not approve a grant.  
**Proposed:** Cllr Thurlow **Seconded:** Cllr Kinsmore **Agreed**  
**Cllr C Guglielmi abstained**
- v) Tendring Brass Band - Committee did not approve a grant.  
**Proposed:** Cllr Thurlow **Seconded:** Cllr V Guglielmi **Agreed**
- vi) Manningtree Museum and Local History Group – a request of £360 Casting for casting the Mile Marker. Committee requested this go to Full Council as there is a query over a further Mile Marker. Clarification will be sought by Cllr C Guglielmi
- vii) Frankenberg Society – the request was not on the agenda, but the request was discussed informally. £100 was requested to enable the creation of the

Frankenberg Anniversary Wildlife Garden – the Grant was agreed in principal but to go to Full Council for formal approval

**Proposed:** Cllr Thurlow **Seconded:** Cllr C Guglielmi **Agreed**

- b) Council’s Reserves and a suitably timed programme was discussed and agreed. *The agreed reserves and programme for proposed projects and maintenance will be circulated. To be formally approved at Full Council.* **Action – to Full Council**

**6. Legal Updates:**

Updates are circulated when received.

**The meeting ended at 8.35pm**

The next meeting is scheduled for **6 September 2021**

**Signature: (Chair).....Date.....**