

Lawford Parish Council



Minutes of the Lawford Parish Council Meeting held via Zoom on Monday 19 October 2020 at 7.15pm.

Members of the public were welcome to attend, and links were emailed to those requesting to attend. Requests had to be received by 11am on the morning of the meeting.

Clerk to Council: Mrs Peachey

Please remember Parish Council meetings are held in open session and are recorded. Comments made by councillors and the public may be reported in the media.

Present:

Councillors C Guglielmi (Host), Cllr woods (Chair & Co-host) Payne, Pretty, Kinsmore, Thurlow, V Guglielmi, Miles, Barrett, and Newman-Wright

Clerk: Mrs Peachey (Co-Host)

Also in attendance

2 Members of the public (both arriving after the start)

Apologies:

Cllr Adcock-Jones

141/2020 Minutes of the Previous Meetings:

The minutes of the Council meeting held on **12 September 2020** were approved.

Proposed: Cllr V Guglielmi **Seconded:** Cllr Pretty **Agreed**
Clerk will deliver minutes to Chair for signing

142/2020 Actions from the previous meeting:

Clerk to post cheques	Completed
Order memorial bench – <i>ordered with this month's expenditure</i>	Completed
Ask Ross Bullard to join October's meeting – <i>asked but not available on Monday's suggested a separate meeting with councillors</i>	Ongoing
Cllr Adcock-Jones to compose letter to send to resident's ref cutting foliage	Ongoing
Cllr Pretty to provide wording for signage Clerk to obtain quotes	Completed
Advise Mr Bruce he has been appointed to install the Defibrillator	Completed

143/2020 Declarations of Interest:

Cllr C Guglielmi – 146/2020 d) ref payment to cover Councils Zoom subscription

144/2020 Public Voice:

No public comment

145/2020 Reports were circulated as they became available and published on council's Website:

- The District Councillor
- The County Councillor
- Crime report

For note: since the Essex County Councillors report was circulated Essex has voluntarily gone into Tier 2 of the covid restrictions. It will be for a minimum of four weeks.

146/2020 Administration Committee: *(Minutes circulated to council)*

- a) Request from Age Concern for a grant - Ms Dawson did not attend the meeting therefore the Grant request was not discussed.
- b) Valuation of council’s Assets for insurance purposes – Ross Bullard cannot attend meetings held on a Monday and suggests another day be agreed. Clerk was requested to ask Mr Bullard when he would be available. Cllrs Thurlow and Kinsmore were volunteered to attend an arranged meeting.
- c) Discussion regarding funding alterations to the gate between Lawford Green and the school to enable the car park to be opened before the New Year. *Cllr C Guglielmi advised Steven Rose has a meeting with the head on Wednesday to discuss why the gate cannot be used since he has complied with all instructions supplied to him. The only thing that might be deemed a problem is that there is no hard standing from the school to the car park but could see no grounds on safety concerns. It was felt an agreement would take 3-6months to put in place. Cllr Pretty has been advised by a mother that they have been told the car park would not be open for a year. It was highlighted that if the school wanted to use the car park during the building works permission should be sought from council. It was suggested council release a statement advising the car park is ready for use. Clerk will compose a statement in conjunction with Cllr C Guglielmi and circulate.* **Action - Clerk**

d) Councils expenditure:

Note: cheques will be signed as in previous months *(checked and signed by three councillors in isolation)*

- i. A list of expenditure will be circulated
- ii. In line with audit guidelines *(approved at Full council August 2018)* the first councillor invoices and cheques are delivered to will to verify **invoices** and the **prepared cheques agree, confirmed by initialling Expenditure spreadsheet, cheques, and invoices with green ink.**

Proposed: Cllr Pretty **Seconded:** Cllr Miles **Agreed**

147/2020 Planning: *(Minutes of the meeting held 7/09/20 circulated)*

a) Applications

20/01224/FUL, Mr Rose - Rose Builders, Land North-East of The Avenue, Lawford, CO11 2HS
Proposed children's nursery.

Note: *As the paper version of the application had not been received for circulation council requested the application be moved to the next Planning Committee meeting.*

b) Determinations

20/01013/FUL Approval - Full 02.10.2020 Delegated Decision	Mr and Mrs Cathro	Proposed erection of a detached bungalow with parking and vehicular access following demolition of existing garage.	Cedars Wignall Street Lawford CO11 2HX
20/00930/FUL Approval - Full 09.10.2020 Delegated Decision	Mr Joel Ivell	Proposed first floor extension over garage and low-level roof alterations with the addition of roof lights and bi fold doors.	Eastbrae Hungerdown Lane Lawford CO11 2JN

148/2020 Public Realm:

- a) Quotes received for additional signage at the Summers Park Play area. *Order has been placed and signs are expected to be in situ for half term (emails were circulated for information)*
- b) Milestone; *Cllr C Guglielmi advised Mistleley has a project underway to move the old ‘Milestone’ to its original site and wondered if council wanted to have Lawford’s Milestone looked at. Cllr Pretty advised Philip Cunningham from the museum had previously approached council and suggested council wait until it is approached for funding.*

- c) Mr Ed Rose requested permission to site a mobile coffee van at School Lane car park and gave a short résumé of his vision to sell locally sourced speciality coffees and handmade baked goods. *Councillors supported the venture during the week, but Cllr Thurlow highlighted the problems that would be caused at weekends with football games being played on both Saturday and Sunday. The Football Club provide coffee, snacks and a bar, the proceeds of which support the club's maintenance and running costs. Cllr Thurlow also raised the problems with parking and that it is likely to force vehicles to park on School Lane obstructing the road and traffic. Councillors proposed Mr Rose be given permission to site his coffee van on council's part of the School Lane Car Park Monday to Friday while the car park is open. The Clerk will contact Mr Duchars to advise him of council's decision and to seek his thoughts about siting the coffee van at weekends.*

Proposed: Cllr C Guglielmi **Seconded:** Cllr Pretty **Agreed**
Action Clerk

- d) To discuss options for a short-term answer to problems with the path outside Highfields Junior School. *Following previous discussions and investigation the Clerk was requested to obtain a quote from council's handyman to lay gravel. An edging to retain the gravel would be required. Using resin to stop the gravel being kicked around and making it easier to walk on. Both heavy duty weed suppressant and a plastic grid (as recommended for longevity by the company supplying the resin) will be looked at as a base.*

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

- e) Solicitors quotes to put in place an agreement between LPC & Lawford C of E Primary School had been circulated to the Car Park Working Group. The group decided to deal with this via email.

Action - Clerk to circulate for a decision by the Working Group.

- f) Council agreed to pass a resolution in relation to single use plastics the suggestion being Lawford's resolution mirrors Mistley's resolution. The proposed resolution is - ***Council support the initiative in principle as far as the Council can. However, the Council will be guided by what it can practicably do with some realistic options to encourage this initiative.***

Proposed: Cllr V Guglielmi **Seconded:** Cllr Miles **Agreed**

Cllr Newman Wright volunteered to sit on a steering group with PACE

- g) Council approved the purchase of a refuse bin to be placed at School Lane £340.48 +vat £68.10

Proposed: Cllr Pretty **Seconded:** Cllr Barrett **Agreed**

- h) Council discussed the Essex Forest Initiative, (email circulated from ECC's Sustainability & Resilience Officer) *Council agreed this would not be taken forward. There were no areas trees could be planted on mass and those planted at Owls Flight Dell had died because the organisation suggesting the planting, had not looked after them. It was also suggested that any further planting schemes bought to council should come with a maintenance proposal.*

150/2020 Other Meetings Attended by Councillors

- a) No meetings had been attended.
b) Cllr Payne raised concern about a planning application 20/01184/COUNOT. Cllr Thurlow accessed the plans during the meeting and advised they lacked information. This will be discussed further at the Planning Meeting on 2 November 2020. **Action**

The meeting ended at 20.24pm

The next Full Council Meeting is scheduled for **Monday 16 November 2020** – details will be confirmed on Council's Website.

Signature (Chairman):**Date:**