

## Lawford Parish Council



### Minutes of the Lawford Parish Council Meeting held in the Main Halls at The Venture Centre Lawford on Monday 16 August 2021 at 7.00pm.

The centre's Covid guidelines were observed.

Clerk to the 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 V Guglielmi (Chair), Pretty, Kinsmore, C Guglielmi, Miles, Barrett, and Newman Wright.  
District Councillor Coley  
Clerk: Mrs Peachey

#### 38/2021 Apologies for Absence

Cllrs Chester, Thurlow, Payne & Woods

#### 39/2021 Minutes of the Previous Meeting:

To approve the minutes of the Council meeting held on **19.07.2021**.

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

#### 40/2021 Actions from the previous meeting:

|   |                  |
|---|------------------|
| Clerk to post cheques   | <b>Completed</b> |
| Mr Gooding enquired as to who owns the land where the milestone is sited. Cllr C Guglielmi believed it was ECC but will make enquiries. * | <b>Unknown</b>   |
| Confirm use of the Jubilee Room for LPC's monthly meetings. The meetings will now begin at 7pm.   | <b>Completed</b> |
| The allocation of Reserves and a suitably timed programme for discussion at the Administration Committee meeting.                         | <b>Completed</b> |
| Planning comments to be posted  | <b>Completed</b> |
| Cllr C Guglielmi offered to draft a document regarding allocation of Highway responsibilities and circulate to councillors. **            | <b>Unknown</b>   |
| Approval of spend to re-site name plaques to Public Realm Agenda.   | <b>Completed</b> |

\* Cllr C Guglielmi confirmed this to be ECC Land

\*\* Cllr C Guglielmi wanted to discuss a plan when all councillors were present.

#### 41/2021 Declarations of Interest:

- Cllr C Guglielmi – item 45/2021 a) iv) Member of AONB
- Cllr Pretty - item 45/2021 a) vii) Member of the Manningtree & Frankenberg Society
- Cllr Newman Wright – item 44/2021 a) Mrs Newman Wright works for Sparlings

#### 42/2021 Public Voice:

- a) Mr Graham - Corbeau Seats Rally, Tendering and Clacton 23<sup>rd</sup> and 24<sup>th</sup> April 2022. 23<sup>rd</sup> for setting up and actual Rally to be held on 24<sup>th</sup> April. Roads will be closed. The Rally will be similar to that of 2 years ago. Any issues raised will be discussed and resolved and all information will be sent to the Clerk. Organisers would welcome involvement in local Carbon offsetting for the event. Top teams have their own Carbon offsetting. Mr Graham asked council to contact if there was a local tree planting project, they could become involved in. If Council generated proposals the Rally organisers would consider them.
- b) Mr Horlock – refurbishing LPC’s ‘Bendall’ Milestone (the below quotes are approximate)
  - i) To carry out works in isolation the cost to refurbish one Bendall Marker would be in excess of £1,000 + vat (Pattern £700 + Casting £300 + any extras paint placement etc.) To refurbish the second marker (near the bridge), the lettering on the pattern can be changed and used again. It is believed changes to the distance would require 3 numbers. Numbers and labour approximately £60 plus casting = £300 + vat. Approximate total to refurbish 2 Milestones is in the region of £1,500 + vat.
  - ii) If LPC use Mistley’s pattern for a marker there would be cost for additional letters/numbers approximately £40 + vat. The cost of the removal/replacement of letters using the Mistley Pattern and adding LPC letters is guessed at approximately £60 + vat. An assumed total of £100 + vat
  - iii) Additionally, the cost of casting being £300 + vat giving a total of £400 + vat a saving of £600
  - iv) If Lawford wanted two markers restored the extra costs would be: changing the lettering twice, approximately another £100 + vat, and casting again £300 + vat. A total of £800 + vat for the two markers.

Mr Horlock suggested if LPC take up option ii) to refurbish the Bendall Marker a donation of £300 is made to the Manningtree Museum, which still saves LPC £300. If option iv) is taken up and two markers are refurbished perhaps a greater donation could be made to the museum.

Mr Horlock advised he would be prepared to do the running about if his petrol were paid and the marker fits into his car.

Cllr C Guglielmi felt it made sense to have the two markers refurbished at the same time and proposed there should be a project to restore the Mile Markers. He also mentioned the Essex Milestone Society advises trackers can be fitted to mile markers. **Proposed:** Cllr C Guglielmi **Seconded:** Cllr V Guglielmi **Agreed Action - to Administration to discuss funding**

#### 43/2021 Reports and updates

Councillors and Police Reports were circulated when they became available and where possible published on council’s Website

- a) The District Councillor’s report

**Cllr Barrett** asked if the lack of engagement between Mistley and the Developers was normal and was it unusual for Parish Council’s to get involved with developers? **Cllr Coley** advised he had approached Mistley regarding involvement, but they declined. **Cllr C Guglielmi** felt it unlikely the developer would come back with amendments and feels comments will be reflected when the revised application is presented. TDC will be the deciding authority, but all three Parish Councils will be affected. A concern was raised about what could happen to pastoral land if/when owners move on if Parish Councils do not become involved.
- b) The County Councillor’s report and updates on relevant highways and other issues related to LPC
  - i) The footpath on Grange Road must go ahead and £77k has been allocated.
  - ii) The gates at Little Pumpkins are now in place and funded from Cllr C Guglielmi’s Locality fund. The footpath should be ready for the new term.
  - iii) VAS
    1. The ECC VAS on Wignall Street, which has not been working for some time, and was reported to ECC on 22/06/21, did not have costing for repairs when installed and there are no maintenance funds remaining in ECC’s budget. Every VAS installed now carries costing. **Cllr Guglielmi will chase.**

2. A short discussion was held regarding Council's redundant VAS, and it was agreed it be advertised free of charge as it is unknown whether it works, having been redundant for some 3 or 4 years due to Health & Safety issues. **Action Clerk**
- d) Crime report – concern raised about the lack of information being received including that from Operation Quasar. **Action – Clerk to contact ref Operation Quasar and reporting**

#### 44/2021 Football Club Lease:

- a) FJG Solicitors Client Care Letter (*Circulated*) – to be approved and signed. **For note:** All councillors will be contacted by FJG to provide ID. **Note: see item b)** It was suggested that until Cllrs C Guglielmi and Thurlow have met with Mr Duchars the Client Care Letter will not be signed.
- b) Revised Lease incorporating the need to keep the area (specifically behind the shed) clear of unused machinery and the grass cut at all times (*email circulated*). **Cllr C Guglielmi**, having read through the proposed amendments to the new lease, was concerned with FJG's formulation and felt it would be beneficial for he and Cllr Thurlow to meet with John Duchars to discuss suggested amendments, bearing in mind the length of the lease there is the need to fully secure the future between Council and Club. **Action – Cllrs C Guglielmi and Thurlow to meet with Mr Duchars Clerk to advise FJG**

#### 45/2021 Administration Committee:

- a) Grant Funding for Full Council Approval
- i) Age Concern – the committee did not approve grant funding.
  - ii) Lawford Church - £2,750 – the committee approved the grant funding to manage the Churchyard
  - iii) NEVSG (North Essex Veterans Group) – the Clerk has emailed a few times to ask if NEVSG have set up a Charities account and advised cheques cannot be made payable to individuals. No response was received and Cllr C Guglielmi contacted NEVSG reference a constitution and an organisations account and was advised they are having problems opening and account and will come back to council once achieved.
  - iv) Dedham Vale AONB – committee did not approve grant funding. **Cllr C Guglielmi abstained from the decision-making process**
  - v) Tendring Brass Band - committee did not approve grant funding as the band are not in the Lawford area.
  - vi) Manningtree Museum and Local History Group – a request of **£360** for casting the Mile Marker. (*The Administration Committee requested this be further discussed at Full Council as there was a query over a further Mile Marker.*) Clarification was provided by Mr Horlock and council will discuss further at the Administration meeting. **Action - to Administration**
  - vii) Manningtree and Frankenberg Society – the request was not on the Administration agenda but was discussed informally. **£100** was requested to enable the creation of the Frankenberg Anniversary Wildlife Garden – the Grant was agreed in principle.
- Proposed: Cllr C Guglielmi Seconded: Cllr Miles Agreed  
Cllr Pretty abstained from the Manningtree & Frankenberg vote**
- b) For Full Council's approval - the allocation of reserves and programme of works (*spreadsheet circulated*). **Proposed: Cllr C Guglielmi Seconded: Cllr Barrett Agreed**
- c) Agreement of spend for Summers Park paths £6k (to be carried out before Winter) and the hardstanding behind the school £8.5k (to be carried out before the school returns) total £14.5k from the £30k set aside for various footpaths at Summers Park – £15.5k remaining for allocation. **In Cllr Thurlow's absence Cllr C Guglielmi updated the meeting.** Cllr Guglielmi will let the Clerk know the actual start date of the works so that keys can be arranged.

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

A query was raised regarding the path across from the Play area and Clerk was requested to put this on the Public Realm Agenda. **Action Clerk**

d) **FSCS scheme** - the transfer of funds from the Co-op to Ipswich Building Society was discussed. The FSCS scheme generally covers £85k (the category Parish Council's come under to be established) If cover is £85k. It was suggested council move £28k to Ipswich Building Society. Currently Council has £138,716.15 in accounts at the Co-op and £56,679.46 in Ipswich Building Society. Following a transfer, £25k would remain 'at risk' in the Co-op Bank. Opening an account at a different bank to safeguard the £25k was discussed. *Council did not believe the risk was great enough to warrant another account or the transfer of funds from the Co-op to Ipswich Building Society.*

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

e) Council's expenditure (Council reverted to checking and signing cheques at the meeting)

- i) A list of expenditure was circulated prior to the meeting for information.
- ii) In line with audit guidelines (*approved at Full council August 2018*) the first councillor verified invoices and the prepared cheques agreed, confirming by initialling Expenditure spreadsheet, cheques, and invoices with green ink.

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

**46/2021 Public Realm committee:**

a) Flooding Lawford Green Play Area – agree proposal from Rose Builders to alleviate the flooding (*email circulated*).

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

**Action - Clerk to advise Rose Builders**

b) Update ref Staghorn Sumac (*see minutes of the Public Realm meeting and the circulated email*) Council agreed Landscape Services should deal with the plant Quoted cost £50 + vat

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

**Note:** Cllr C Guglielmi has been in contact with the resident

**Action: Clerk to contact Landscape Services**

c) Update on cost to re-site the 'bricks' at School Lane and if appropriate, approval of cost. Cllr Thurlow not present therefore this will be forwarded to September's Agenda.

**Action Clerk**

d) Highways Issues – to discuss document drafted by Cllr C Guglielmi. Cllr Guglielmi felt this would be best discussed when all councillors are present.

**Action – to next meeting**

e) Celebration for the Queens Jubilee – Mistley have begun planning an event and Manningtree will be discussing at their next meeting (*see circulated email*) **Cllr Barrett volunteered to join Mistley's Committee, Cllr V Guglielmi advised she may be able to help as did Cllr Newman Wright.**

**Action - Clerk to inform Mistley and send Cllr Howells details to Cllr Barrett**

**47/2021 Update ref other Meetings attended, or to be attended, by Councillors.**

Cllr Miles advised Cllrs attended a meeting/presentation at Rose Builders. Organised at short notice only a few councillors were able to attend. It was suggested that a second presentation be arranged with longer notification.

**The meeting ended at 8.10pm**

**Signature (Chairman): .....Date: .....**