

## Lawford Parish Council



### Minutes of the Lawford Parish Council Meeting held via Zoom on Monday 15 February 2021 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) (left meeting at 19.33 and returned at 19.59), Cllr Adcock Jones (Chair), Pretty, Kinsmore, Thurlow, V Guglielmi, Miles, Barrett, and Newman-Wright  
Clerk: Mrs Peachey (Co-Host)  
District councillor Coley

#### **Also in attendance**

1 Members of the public

#### **Apologies:**

Cllrs Woods and Payne

#### **179/2021 Minutes of the Previous Meetings:**

The minutes of the Council meeting held on **18 January 2021** were approved.

**Proposed:** Cllr Pretty **Seconded:** Cllr Barrett **Agreed**  
*Clerk will deliver minutes to Chair for signing.*

#### **180/2021 Minutes of the Previous Meetings:**

Clerk to post cheques	Completed
Clerk to confirm with Feering Parish Council that they are satisfied with the service provided by DM Payroll Services before Council commits.	Completed
50% grant to Clerk towards printer for working at home	Completed
Clerk to consult with Mr Chester to arrange taking of soil sample	Completed
Clerk to advise all contractors approved by council to carry out works	Completed

#### **181/2021 Declarations of Interest:**

- Cllr V Guglielmi has been appointed to TDC's Planning Committee and will not be involved in, or vote on, any planning application.
- Cllr Thurlow - 20/01831/FUL is a neighbour of the applicant.

#### **182/2021 Public Voice:**

Cllr Barker from Manningtree spoke about Manningtree's Swifts Project

- Numbers have fallen by 58% in the last 25 years
- The opportunity to find suitable nesting sites has dramatically reduced

- c) There is a lack of food and a campaign is being run to encourage residents to garden in a way that supports insect life
- d) Project to encourage residents to leave part of their gardens wild
- e) Nest boxes need to be up before the end of April. Beginning of May. Young identify boxes for the coming years.
- f) The Swift Project are looking for Council to share information and educate residents. To provide finance that will assist with printing or Posters

Cllr Adcock-Jones raised the decision made last year to place a nest box at Ogilvie hall

*Council were advised Swifts nest in colonies and three boxes would be needed*

Cllr Pretty suggested an article in the In Touch.

Cllr Adcock-Jones suggested council's Facebook page or Website or a monetary contribution

Cllr Barker will forward details to the Clerk

**183/2021 Reports were circulated as they became available and where possible published on council's Website:**

- a) The District Councillor
- b) The County Councillor
- c) Crime report

**184/2021 Administration Committee:**

- a) Operation Quasar - funding has now been spent for 2020/21. Did council wish to allocate additional funding to cover patrols until April when the 2021/22 allocation begins? Suggestion from PS Tattersall being a minimum of £1,000.00 (*email circulated*)

Council agreed to fund a further £1,000.00. **Proposed** Cllr C Guglielmi **Seconded** Cllr Thurlow **Agreed**  
**Action Clerk**

- b) Discus/approve Drones Policy (*circulated*) Cllr Newman Wright suggested the legislation be expanded upon. Proposal the policy be approved with the suggested expansion.

**Proposed:** Cllr Thurlow **Seconded:** Cllr Newman Wright **Agreed**  
**Action Cllr Thurlow (expand on legislation)**

- c) Approve DM Payroll Services to service Payroll when the present company ceases trading in March 2021. Email from Feering Parish Council confirms they are very satisfied with DM Payroll Services (*circulated*).

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

- d) Clerks holiday entitlement: due to the pandemic leave has not been taken. Clerk will take 44hrs (22/03 – 1/04/21) leaving an owed entitlement of 62.07 hours. Council proposed the entitlement be split 50/50 between carrying forward and payment. This was **proposed** by Cllr Adcock Jones and **seconded** by Cllr Miles. However, when the clerk advised councils payroll service provider, she was advised holiday cannot be paid in lieu and can be carried forward over 2years.

**e) Councils expenditure:**

**For information:** 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 Kinsmore **Agreed**  
**Action Clerk**

**185/2021 Planning: (Minutes of the meeting held 1/02/21 circulated)**

**a) Application received 1.02.21**

- i. **20/01711/FUL**, Mark Ford, 48 School Lane, Lawford, CO11 2JA

*Proposed replacement fence.*

**No objection**

- Proposed:** Cllr Miles **Seconded:** Cllr Thurlow **Agreed**
- ii. **20/01794/DETAIL**, Mr David Cutmore, Land adjacent 58 Harwich Road, Lawford, CO112LP  
*Approval of reserved matters for outline application 20/00053/OUT for the proposed erection of one dwelling* **Objection**  
 a) Agricultural Land  
 b) Shared Drive

- Proposed:** Cllr Miles **Seconded:** Cllr Thurlow **Agreed**
- iii. **20/01831/FUL**, Mr and Mrs Peter and Marilyn Bell, Land West of 89 Hungerdown Lane, Lawford, CO11 2LY. *Replacement of two agricultural buildings with one 4-bedroom bungalow (in lieu of Prior approval for one x 3-bedroom dwelling and one x 4-bedroom dwelling, subject of application 20/01117/COUNOT*  
 Council objected to the building of two properties on agricultural land. As permission has been granted council cannot now object to this application. **Note:** Cllr Thurlow did not take part in the discussion as he is a neighbour of the applicant.
- iv. **21/00035/FUL**, T Yarrow and R Neville, Land adjacent 56 Harwich Road, Lawford, CO11 2LS  
*Variation of Condition 2 (Approved Plans) of approved planning application 20/00598/FUL to amend the proposed floor plans.*  
 Council objects to the building of properties on agricultural land. As permission has been granted council cannot now object to this application

**Applications received 8.02.21**

- v. **21/00116/LUPROP**, Mr and Mrs Lee, 40 Cavendish Drive, Lawford, CO11 2EY  
*Proposed single storey rear extension.* **No objection**  
**Proposed:** Cllr Pretty **Seconded:** Cllr Adcock Jones **Agreed**  
**Action clerk**

**b) For information only**

- i. **21/00058/COUNOT** - 64 Tile Barn Lane, Lawford  
*Application for prior approval for the conversion of an agricultural building into a dwelling.*
- ii. **21/00057/COUNOT** – 72 Hungerdown Lane, Lawford  
*Application for prior approval for the conversion of an agricultural building into 2 dwellings*

**c) Applications determined**

- i. **20/01697/FUL** Mr Ian Bransgrove, 44, Colchester Road, Lawford, CO11 2BA - Approval – Full 25.01.2021  
 Revisions of previously approved application 20/00090/FUL to provide solar panels to rear elevation roof surfaces and the removal of solar tiles to lean to and replace with slate tiles, and to remove brick wall from previous scheme and erect fencing.
- ii. **20/01727/FUL** Mr Mitchell, 14 Wignall Street, Lawford, CO11 2JG - Approval – Full 27.01.2021  
 Delegated Decision  
 Proposed rear extension.

**186/2021 Public Realm: (Minutes from the meeting held 1 February 2021)**

- a) **Summers Park** – informal contact of Steven Rose (*update Cllr C Guglielmi*). Cllr Guglielmi advised he wrote 8/02/21 and had not yet heard back from Steven Rose and will chase in a couple of weeks. Cllr Guglielmi mentioned the Swales had not had water in them since they had been created. Two pipes discharge towards Owls Flight Dell and one to the Swale. Strawberry Avenue to the Play area is the worst part. Councillors, Ben Chester and council's handyman had met to dig a series of 1ft holes to establish what the subsoil was. The soil is clay and water did not drain from the holes. Also raised, the pond had to have shingle and drainage bricks placed around it when first in use.  
*Cllr C Guglielmi* – paths will help walkers but not the situation with stagnant water  
*Cllr Pretty* - highlighted the archaeological dig results must have noted it was clay  
*Cllr Miles* - the impression given is that it was normal topsoil  
*Cllr V Guglielmi* – highlighted trees had been replaced in the orchard but are not surviving

- b) *Update ref additional footpath quotes* – Cllr Thurlow will chase the latest contractor that provided a quote.
- c) Update on conditions at Lawford Green (*live record being kept by Cllr Thurlow*) Cllr Thurlow advised that before the snow it had got worse and that it will be boggy where the footpath meets the play area.
- d) Riverview Purchase – Clerk had raised cheque for £35,530.94 in payment of Completion Statement, which was delivered to Cllrs Adcock-Jones & Pretty to sign. (*Completion Statement previously circulated*) and Completion took place on 19 February 2021.
- e) NEPP contacted to meet councillors at Colchester Road to discuss a way to resolve parking issues. Confirmation of 25<sup>th</sup> at 10am outside Manningtree high School is awaited from NEPP.
- f) For information, the Defibrillator has been delivered to Ogilvie Hall in preparation for installation.

**187/2021 Other Meetings attended, or to be attended, by Councillors.**

- a) Cllr C Guglielmi advised Planning Application for additional housing at 52 Harwich Road had been refused as there is sufficient Land Supply. A resident raised concern in relation to the location of a bus stop, but it was highlighted the bus stop is not an official stop. Highways had sent a reply to the resident.
- b) Zebra Crossing – work will start on 22/02/21 for 1 week and Long Road will be closed for one night.
- c) Cllr Thurlow – attended Clacton’s Voluntary Grant Meeting and is looking at a couple of ideas.

The meeting ended at 20.20pm

The next Full Council Meeting is scheduled for **Monday 15 March 2021** – details will be confirmed on Council’s Website.

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