



Lawford Parish Council

Minutes of the Lawford Parish Council Meeting held in the Main Halls at The Venture Centre Lawford on Monday 17 January 2022 at 7.00 p.m.

The Centre’s Covid guidelines were observed

Clerk: 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, Woods (Vice-Chair), Barrett, Chester, Kinsmore, Newman Wright, Pretty and Thurlow.

Bridget Tighe

86/2022 Apologies for Absence

Cllrs Payne and Miles

87/2022 Council welcomed Bridget Tighe,

Bridget will be taking up post as Clerk/RFO from 1 February 2022. Council wished Pat well, presenting her with a parting gift and card.

88/2022 Minutes of the Previous Meeting:

The minutes of the Council meeting held on **20 December 2021** were agreed.

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

89/2022 Actions from the previous meeting:

Clerk to post cheques	Completed
Clerk to contact resident about the Council’s deliberations regarding the suggested Three Parishes Guide to advise Lawford would co-operate and provide information for the guide.	Completed
Acting Clerk to circulate the County councillors report to Councillors.	Completed
It was agreed to add the review of the Council’s byelaws to the Public Realm meeting in February	Ongoing
Clerk to reply to Manningtree Town Council’s Clerk’s e-mail regarding LPC’s Jubilee celebrations involvement	Completed

90/2022 Declarations of Interest:

- a) Cllr C Guglielmi – item 94/2022d) i)
- b) Cllr D Thurlow – items 93/2022 a)

91/2022 Public Voice:

There were no members of the public present

92/2022 Reports and updates

The following Councillors reports and Police Report were circulated as they become available and where possible published on council's Website

- a) The District Councillor
- b) The County Councillor's report and update on highways and other issues related to LPC
Note: Cllr C Guglielmi advised council refuse affecting a resident should be cleared shortly. It was brought to council's attention that it was strewn on council land at the rear of her property.
- c) TDALC report
- d) Operation Quasar, crime report

93/2022 General Items

- a) Council wished to acknowledge the amount of work and time Cllr Thurlow had spent on behalf of council on contracts and various projects and meetings. A one-off payment of £500 was suggested.
Proposed: Cllr Pretty **Seconded:** Cllr Barrett **Agreed**

94/2022 Administration Committee:

- a) Council discussed how to update residents with information about the work Council had carried out to improve/update local facilities.
A Press Release after the Parrish Assembly was suggested. Following this suggestion, it was decided to hold the Parish Assembly before the Annual Council Meeting Monday 16 May 2022 at 6pm.
Clerk to contact the Venture Centre - Action
- b) Approve cost to remove green waste (*see email Dave Childs*)
Following discussion Cllr C Guglielmi offered to speak to TDC's Open Spaces Officer as the land in question is the responsibility of TDC.
Cllr C Guglielmi - Action
- c) Items Councillors may wish to raise/discuss.
 - i) Cllr Chester highlighted problems being caused by people parking on Cotman Avenue which appears to be a growing problem at weekends.
Cllrs Pretty and Thurlow advised they had a meeting with the Parking Partnership, but they were not receptive to double yellow lines in the area. Cllr C Guglielmi suggested photographs be taken and he would take it forward. **For information:** builders must provide a parking space for each bedroom, and garages are considered as parking spaces.
- d) Council's expenditure
 - i) A list of expenditure was circulated for information prior to the meeting.
 - ii) In line with audit guidelines (*approved at Full council August 2018*) prior to the signing of cheques a councillor verified invoices, and the prepared cheques agreed. Confirmed by initialling Expenditure Spreadsheet, Cheques, and Invoices with green ink.
Proposed: Cllr Barrett **Seconded:** Cllr V Guglielmi **Agreed**
Cllrs Thurlow and C Guglielmi abstained
Clerk was requested to circulate the list of signatories – Action

95/2022 Public Realm committee:

- a) A resident raised the issue of trade vehicles parking in Riverview car park overnight. It had been suggested a notice be put at the car park advising commercial vehicles could not park there, but it was felt unlikely to be sufficient. A letter has been sent to the company in question. If, after 10 days, the vehicles continue to be parked there, a further letter will be sent. If after the second letter the vehicle remains it will be referred to TDC. Cllr Thurlow reminded council the project to improve the Riverview Car Park included installing a gate. A suggestion was to narrow the entrance and put in place a height barrier.

- b) Items Councillors may wish to raise/discuss:
 - i. Cllr Pretty – raised problems with council’s trees being overgrown and in need of attention. She mentioned that many years ago Lawford had a Tree Warden and suggested LPC should again employ a Tree Warden. **Clerk to make enquiries of Landscape Services – Action**
Clerk to add the recently acquired Trees at Summers Park to the Tree Register – Action
 - ii) Cllr Thurlow advised work on council’s bins will be starting shortly. The Clerk told council a further quote is awaited to remove the bins from the play area at Summers Park and to make good. Cllr C Guglielmi mentioned a good number of bins had not been emptied but pointed out they were catching up because of the Christmas period and suffering absences due to sickness and staff isolating due to covid. Clerk was asked to request a schedule for Bank Holidays. **Action**
 - iii) A resident’s request to install a memorial bench for his mother will be taken up by Cllr Thurlow. **Action**

96/2022 Update ref other Meetings attended, or to be attended, by Councillors.

- a) Cllr Barrett updated council on discussions/plans for the three councils to celebrate the Queens Jubilee. It was felt Lawford should additionally mark the occasion. Cllr C Guglielmi proposed a beacon. Cllr V Guglielmi suggested it be positioned at Summers Park because it was central, and footfall in the area is high. Planting a tree was also proposed. **Proposed:** Cllr Barrett **Seconded:** Cllr Pretty **Agreed**
Cllr Barrett will investigate Jubilee Beacons and report to the Public Realm Meeting - Action
Cllr C Guglielmi will approach TDC for permission to plant a tree on TDC land - Action
- b) Cllr Newman Wright referred to the Manningtree Business Chamber’s plan to hold an Earth Festival event at Riverview. An application was received by Council in September and at its September meeting approved the event to be held at Riverview on 5 June 2021, item 56/2021 b)
- c) Cllr Newman Wright advised there had been a meeting of the Plastic Free Group on 6 January 2022
- d) Cllr Pretty attended a meeting of the Ogilvie Hall Committee and confirmed the hall is financially sound.
- e) Cllr Pretty reminded council the Frankenberg Society have created a garden near the River in Manningtree to commemorate a 50year Partnership.

The meeting ended at 8.10 p.m.

Signature (Chairman):Date: