

Lawford Parish Council



Minutes of the Lawford Parish Council Meeting held via Zoom on Monday 17 August 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 Woods (Chair), Payne, Pretty, Kinsmore, C & V Guglielmi, Miles and Newman-Wright
District Councillor Coley
Clerk: Mrs Peachey

Also in attendance

0 Members of the press
1 Member of the public

Apologies:

Cllr Adcock-Jones and Barrett

Not in Attendance due to technical problems:

Cllr Thurlow

122/2020 Minutes of the Previous Meetings:

The minutes of the Council meeting held on **20 July 2020** were approved.

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

123/2020 Actions from the previous meeting:

Clerk to post cheques	Completed
PACE spoke about the use of pesticides. Council agreed to investigate further and suggested it be placed on the Public Realm Agenda	Completed
Riverview purchase agreed. Cllr Thurlow wanted a breakdown of costs. <i>The meeting suggested Purchase Price £39k + solicitors fees</i>	Requested – not yet received. Chasing
Approval of Annual Governance and Accountability return. Clerk to submit return	Completed
Mr Alston be requested to carry out Tree works identified in Play inspection as needing work and that he should be asked his thoughts on removing branches that may be contributing to the problem canopy.	Completed but additional information not yet received. Chasing
Repair work to be carried out at both Waldegrave Way and Riverview and quotes for removal of identified equipment obtained	Completed
Mr Childs advised his hours were to be increased to 10 per week and additional work must be charged to council	Completed
Station Road parking - request to place on the Public Realm Agenda.	Completed

Cllr C Guglielmi to enquire of TDC if a tree could be planted in Owls Flight Dell in memory of a resident.	Unknown
Advise Chelmsford Motor club Council has no objection to the proposed Rally and suggest a representative be invited to Council's meeting to update council once plans had been put in place	Now Completed
It was proposed council purchase the Defibrillator through the First Responders.	Completed
It is proposed that all reference to a 'Personnel Committee' be amended to 'Administration Committee' in council's Standing Orders.	Completed

123/2020 Declarations of Interest:

Cllr C Guglielmi 126/2020 b) Zoom monthly payment

124/2020 Public Voice:

A member of the public from PACE, who spoke at the July meeting, added information relating to pesticides and suggested an alternative to the use of Pesticides be adopted and that increased weediness has to become more acceptable. Chair suggested this be taken to Public Realm to see if there are viable alternatives. **For note:** *the only areas in Lawford that council spray are footpaths leading to the School Lane recreation ground. The walkways are narrow and of soil. They are sprayed approximately once per month to reduce the growth of nettles and brambles which residents have complained about.* **Action - Clerk**

125/2020 Reports were circulated as they became available and published on council's Website:

- The District Councillor
- The County Councillor
- Crime report

Cllr C Guglielmi advised the meeting he had been in contact with the police in relation to an incident in Wignall Street on Friday evening and will circulate the report he received.

126/2020 Administration Committee: (Minutes circulated to council)

- For information; ICO Affiliation DDR £35.00 – annual reduction of £5 if DDR was set up

b) Councils expenditure:

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

- A list of expenditure was circulated

		Amount	VAT	£	
E-on Energy	Streetlights	395.94	79.19	475.13	n/a
E-on Energy	Tennis Courts	8.65	0.43	9.08	n/a
BT	Office Communications	35.08	7.01	42.09	n/a
Ogilvie Hall	Monthly Rent for the Parish Office	500.00	0.00	500.00	n/a
Information Commissioner's Office	Data Protection Annual Fee £40.00 - £5 deduction for paying by DD	35.00	0.00	35.00	n/a
Items of Expenditure to be approved and cheques signed by Councillors				£	Chq Number
Monthly Salaries	Clerk	1,070.33	0.00	1,070.33	104695
Inland Revenue	Paid Quarterly June/Sept/December /March	0.00	0.00	0.00	n/a
Cllr C Guglielmi	For monthly payment of Zoom package	43.99	0.00	43.99	104691
Dave Childs	Handyman + rubbing down & painting play equipment	1,150.00	0.00	1,150.00	104692
A&J Lighting	26-28 Waldegrave Way	151.00	30.20	181.20	104693
Landscape Services	2118 & 2122	1,050.00	210.00	1,260.00	104694

VCS Websites Ltd	Web hosting x 3months, Website updates & Help with mailing groups	150.00	0.00	150.00	104696
Acorn Village	Grant funding	1,000.00	0.00	1,000.00	104697
Signs Made Easy	Covid signs for playgrounds - chq reissued as 104684 issued in July was returned by bank with reason 'Poor quality image'?	363.00	72.60	435.60	104698
Playquip	Supply missing chain at Waldegrave. Remove climber/rocket and slide at School Lane	1,607.00	321.40	1,928.40	104699
Monthly Spend		7,559.99	720.83	£8,280.82	

Checked by Cllr Barrett, 1st signature Cllr Miles, 2nd signature Cllr Pretty.

Proposed: Cllr Pretty **Seconded:** Cllr Miles **Agreed**
Action-cheques to be posted

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

For information: Cheque number 104684 issued last month to 'Signs Made Easy' was cancelled by the bank. The reason given was 'Poor Quality Image' (?) The Co-operative Bank have issued confirmation for council's Audit Trail. Another cheque, number 104698 was issued by council this month.

127/2020 Planning: Minutes circulated to council

i. Applications 03/08/20

20/00930/FUL, Mr Joel Ivell, Eastbrae, Hungerdown Lane, Lawford, CO11 2JN

Proposed first floor extension over garage and low-level roof alterations with the addition of roof lights and bi fold doors.

No objection

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

ii. Applications 10/08/20

20/00976/FUL, Mr & Mrs M Pearce, 69 Hungerdown Lane, Lawford, CO11 2LX

Proposed erection of a detached dwelling and cart lodge.

No objection

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

iii. For Information Only

20/01000/CMTR Extension of Lawford C of E Primary School. *Cllr C Guglielmi advised he and Cllr Coley had supported the on-line consultation and that they would also support the forthcoming committee consultation. It was also brought to council's attention that Highfields School were inviting parents to object to the application on the grounds Highfield School should be expanded.*

iv. Determinations

20/00477/FUL Approval - Full 28.07.2020 Delegated Decision	Mr & Mrs O Forster	Removal of conditions 3, 4 and 9 of permission granted under application 14/01878/FUL (originally approved under 13/00876/FUL) to allow the retention of the existing dwelling and access.	57 Harwich Road Lawford Manningtree Essex CO11 2LP
20/00598/FUL Approval - Full 27.07.2020 Delegated Decision	Mr Todd Horwood	Proposed 4 bed detached house and garage (resubmission of application 20/00157/FUL with revised vehicular access and associated parking facilities).	Land adjacent 56 Harwich Road Lawford Manningtree Essex CO11 2LS

20/00681/FUL Approval - Full 27.07.2020	Mr Stuart Browning	Proposal to build a pitched roof on garage to match the existing house roof for aesthetics and to create attic space above the garage for storage accessed from the garage via a loft ladder.	93 Long Road Lawford Manningtree Essex CO11 2HR
Delegated Decision			

128/2020 Public Realm: (Meeting held 3 August 2020)

- a) **Discussed further;** repair work to School Lane Play Equipment and whether to remove or repair see saw. Cost to **repair the See-Saw £3,166.00**, Cost to **replace £ 4,344.00 + installation costs**, cost to **remove £385**.

The repair work identified at School Lane will be addressed at the Budget setting meeting in November. In the interim equipment identified as unsafe has been removed. Given the cost of repairing the See-Saw and its age, council agreed it should also be removed.

**Proposed: Cllr Pretty Seconded: Cllr Kinsmore Agreed
Action - Clerk**

- b) Management of council's car parks – Lawford Green, School Lane and Riverview – (update Cllr C Guglielmi) The arranged meeting of the working party did not take place as Cllr Adcock-Jones was unable to attend. Cllr C Guglielmi has contacted Essex County Council Legal Services to enquire whether Essex Legal Services should be informed of LPC's intention to draw up a Legal Agreement in relation to the car park at Lawford Green or whether LPC can deal directly with the school, who are being allocated 40 of the spaces (s106).

Councillors mentioned there had already been a number of cars parking at Lawford Green through the week and on Sunday's. It was suggested the car park be locked since it is not intended for general or commuter use. The Clerk was requested to speak to Rose and ask if they know who is parking there and if not authorised to lock the gate.

Action - Clerk

- c) **To discuss Cllr Thurlow's suggested contract to empty bins;** (unfortunately Cllr Thurlow was not in attendance due to a technical problem) Cllr C Guglielmi has put Cllr Thurlow's suggested contract to TDC but that person is on holiday. The scheme has to be approved by the relevant Corporate Director. Cllr Guglielmi believed it was a good proposal and council awaits the outcome.

129/2020 Other items for discussion:

- a) **Tendring Dementia Action Alliance** (ref circulated email) council had a short discussion. It was felt this would be better addressed at District or County Level

130/2020 Other Meetings Attended by Councillors

- a) No meetings had been attended by councillors
- b) Cllr Pretty advised the Frankenberg Society plan to visit 7-10 October 2021 and nearer the date arrangements will be made for a reception with Lawford, Manningtree & Mistle.
- c) An email had been circulated about a 'Return to Life Festival' with many ideas needing different styles of venue. Cllr C Guglielmi had responded with ideas where sites/areas are available in the area. He will circulate information that becomes available.
- d) Cllr Payne highlighted the footpath between Garden City and Tile Barn Lane had become so overgrown people were walking in the road. Cllr C Guglielmi will contact Highways.

The meeting ended at 19.54pm

The next Full Council Meeting is scheduled for **Monday 21 September 2020** – details will be confirmed on Council's Website.

Signature (Chairman):**Date:**