

Lawford Parish Council



Minutes of the Lawford Parish Council Meeting held via Zoom on Monday 18 January 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), Cllr Woods (Chair), Payne, Pretty, Kinsmore, Thurlow, V Guglielmi, Miles, Barrett, and Newman-Wright

Clerk: Mrs Peachey (Co-Host)

District councillor Coley (*left the meeting at 20.05*)

Also in attendance

2 Members of the public

Apologies:

Cllr Adcock-Jones

170/2021 Minutes of the Previous Meetings:

The minutes of the Council meeting held on **21 December 2020** were approved.

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

171/2021 Minutes of the Previous Meetings:

Clerk to post cheques	Completed
Clerk was asked to raise the excess and stagnant water on Summers Park with Rose Builders. To enquire about the maintenance of the pond and installation of vandal proof metal fencing around the pond.	Completed
Waldegrave – confirm installation to Playquip of the Basketball net (revised quote £1,000.00) on the existing hardstanding where the old one was located.	Completed
Waldegrave - vandal proof fencing to continue round to the entrance behind the Play Equipment. Clerk to add to the Projects Spreadsheet.	Completed
Clerk to contact Lawford C of E school for a response ref the terms of the Lawford Green Car Park	Completed

172/2021 Declarations of Interest:

None

173/2021 Public Voice:

No members of the public wished to speak.

174/2021 Reports are circulated as they become available and where possible, published on council's Website:

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

175/2021 Administration Committee: (Minutes of the meeting held 4/01/21 circulated)

- a) **For information**, a correction was made on 2021/22 Ready Reckoner to correct an error on the 2020/21 Ready Reckoner. The budget figure being entered in 2019 instead of the precept (Budget minus credit income) *Cllrs Adcock Jones and Woods informed*
- b) The company that services council's payroll ceases trading in March 2021. Recommendations from other Parish Councils have been followed up. Costs from 5 companies were circulated to Councillors and DM Payroll Services were highlighted as the main candidate. Clerk was asked to confirm with Feering Parish Council that they are satisfied with the service provided before Council commits.

Action Clerk

- c) **To approve 50% contribution to the purchasing of a printer for the Clerk, working from home since April 2020 and will likely be doing so for the foreseeable future.** (Latest model of the office Brother printer £191.50 + vat = £229.80)

Proposed: Cllr Pretty **Seconded:** Cllr Woods **Agreed**

Action Clerk

- d) **Maintenance Register – base document circulated, Councillors are asked to identify any areas requiring amendment or additions.**

- 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 that the invoices and cheques are delivered to will verify **invoices** and the **prepared cheques agree, and confirm by initialling the Expenditure spreadsheet, cheques, and invoices with green ink.**

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

Action Clerk to post cheques

176/2021 Planning: (Minutes of the meeting held 4/01/21 circulated)

- a) **Application received 11/01/2021**

20/01753/OUT, Mr and Mrs K E and A S Day, 46 Harwich Road, Lawford CO11 2LS

Proposed erection of one dwelling

Cllr C Guglielmi advised the meeting, Section 1 of the Local Plan has been recommended for acceptance in the coming week. Section 2 will follow quickly. The proposed development will be outside the village envelope, and applications approved prior to the Local Plan being agreed will not have set a precedent.

- i) It will be outside the village envelope following acceptance of the Local Plan
- ii) It is designated as Agricultural land
- iii) Plan is speculative
- iv) This adds further pressure on the old sewer. The overflow from land settlement is excessive in wet weather, the main is 12" at the Land Settlement sites, reduces to a 9" main at Garden City and into a 6" main by Dedham Road. If the pumping Station stops for any reason the overflow goes into the stream by the footpath causing flooding and severe issues.

Council strongly Objects

Proposed: Cllr Payne **Seconded:** Cllr Miles **Agreed**

- b) **Applications determined**

20/01574/FUL	Allan Webb	Single storey rear extension.	48 Queensway
Approval – Full			Lawford
21.12.2020 Delegated Decision			CO11 1EW

20/01513/LUPROP Lawful Use Certificate Granted 08.01.2021 Delegated Decision	Mr Crane	Use of land to station a mobile home granny annexe for use incidental to the main dwelling.	8 Stourdale Close Lawford CO11 2HY
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177/2021 Public Realm: (No meeting this month)

a) For discussion; maintenance for surface water drainage at Summers Park. Clerk was recently made aware that regular maintenance work is required. The area being handed over in 2017, council were not aware of this requirement and have not budgeted for it. The area suffers from excess water and standing water. Cllrs C Guglielmi and Thurlow met representatives from Rose Builders and Mr Chester, who has experience in such issues and Council would very much like to extend their thanks to Mr Chester for his help and support.

- It was pointed out that no other recreation ground owned by LPC suffers from the issue of excessive or stagnant water.
- Councillors were told the soil is sandy and not clay but Lawford Dale (which abuts Summers Park) sits on London Clay
- It was raised that the area was under some water before being adopted and when the pond was first in use it had to have shingle put around the edge because of problems with excess water
- Many of the trees have not taken or died. It is suggested the soil is poor and will not support the trees
- It was mentioned that the play area at Highfields school had been raised by some 2ft suggesting there may have been issues

Cllr Pretty mentioned Lawford Green has dykes and council is due to take over an area on the development

Mr Chester suggested the soils report for the area should be on TDC's website and can be checked. He also suggested a soil sample is taken and tested to firstly determine exactly what lies beneath the grass. This can be carried out informally or sent to a lab for a formal report at an approximate cost of £100 - £200.

Cllr C Guglielmi **proposed** a soil sample be sent to a lab to obtain a formal report. **Seconded:** Cllr Newman Wright **Agreed** **Action – Clerk to consult with Mr Chester to arrange taking of soil sample**

b) Formal approval of the 'Schedule of Projects for Completion in 2021 and beyond'.

Having discussed the issues at Summers Park that have to be addressed, no formal agreement of the spend for the completed list of Projects was achieved. It was decided the flooding at Summers Park should be resolved before making decisions as to the installation and spend for paths. The suggested new route for the paths at Summers Park was touched on, however agreement was not reached preferring the subject to be taken to Public Realm for discussion. **Action Clerk**

The below, smaller items of spend/projects were approved.

- The Lion Spinner was approved for the under 7's play area at School Lane, cost £1,665.00
Proposed: Cllr Pretty **Seconded:** Cllr Kinsmore **Agreed**
- Bergholt Building and Landscaping were approved to remove the bases left behind when play equipment was removed from School Lane and to return the areas to grass, cost £1,675.00
Proposed: Cllr Payne **Seconded:** Cllr Pretty **Agreed**
- Landscape Services were approved to remove the fencing around the Tennis Courts at School Lane, cost £1,150.00
Proposed: Cllr Pretty **Seconded:** Cllr C Guglielmi **Agreed**
- Landscape services have inspected the trees on Riverview and some remedial work will be required when purchase has completed. (These trees have not been inspected/maintained by TDC whilst in their ownership) cost to remove lower branches, reduce and reshape all trees by approximately 30% £650.00 + vat. There is a stump just inside the gate, which is a problem when mowing, to grind the stump to below ground level £50 + vat. Total cost £700.00
Proposed: Cllr C Guglielmi **Seconded:** Cllr Pretty **Agreed**
Action – Clerk

***It should be noted** that none of the above works will be carried out until the weather improves and damage cannot be done to the recreation grounds, or the pitch at School Lane.*

178/2021 Other Meetings attended, or to be attended, by Councillors

- a) Cllr Newman-Wright attended the Plastic Free Initiative meeting.

The meeting ended at 20.29pm

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

Signature (Chairman):**Date:**