

Lawford Parish Council



Minutes of a meeting of the Parish Council held in the Small Hall, Ogilvie Hall on Monday 20 June 2022 at 7.00pm.

Present: Cllrs V (Chair) and C Guglielmi, Miles, Pretty, Kinsmore, Chester, Thurlow, Barrett, Payne, Newman-Wright

Clerk to the Council: Bridget Tighe

022/2023 Apologies for Absence received from Cllr Woods

023/2023 Minutes of the Previous Meetings:

- a) The meeting approved the minutes of the Council meeting held on **Monday 16 May 2022**
Proposed: Cllr Barrett **Seconded:** Cllr Miles **All agreed**
- b) The meeting approved the minutes of the Annual Parish Council meeting held on **Monday 16 May 2022**
Proposed: Cllr Pretty **Seconded:** Cllr Barrett **All agreed**

At this point Cllr V Guglielmi left the meeting and Cllr C Guglielmi took over as Chair

024/2023 Actions from the previous meeting:

Cheques. Clerk has posted	Complete
Removal of green waste at Dixon Close and the bottom of Station Road. Cllr C Guglielmi offered to speak to TDC's Open Spaces officer as the land in question is the responsibility of TDC. CG reported he had met with the Head of Open Space to discuss and was waiting for an update.	Complete
Tree planting on TDC land. Cllr C Guglielmi will approach TDC for permission. The Clerk gave the original email to Cllr Guglielmi so he could investigate further.	Complete
Field gate to the pond/drainage overflow at Summers Park. Works to be completed week commencing Monday 11 July 2022.	Ongoing
Quotes for removal of bins on Summers Park. Cllr C Guglielmi to chase. Works to be completed week commencing Monday 11 July 2022.	Ongoing
Tree planting for Queen's Jubilee. Clerk to organise plaque.	Complete
Hops Farm Beer Festival 6.8.22. Cllr C Guglielmi to provide update from discussion at SAG meeting. No further update at this meeting	Ongoing
Encroaching trees on Gainsborough Drive. Clerk has now sent letter to resident.	Complete
Mapping project. Cllrs C Guglielmi and Thurlow to provide an update. It was agreed at the Public Realm meeting of 4.4.22 that Cllr Thurlow would re-send maps to Cllr Guglielmi. It was agreed that Cllrs Guglielmi and Thurlow would meet and discuss next steps.	Ongoing

Clerk has informed Fisher Jones Greenwood of area to be covered for First Registration of School Lane	Complete
Clerk has written up Policy for requests for Memorial Benches and share with Councillors	Complete
Clerk emailed J Hawkins regarding decision on request for memorial bench	Complete
Clerk asked Playquip Leisure to progress with Option 2 quote to repairs to Lawford Green Play area.	Complete

025/2023 Declarations of Interest:

Parish Councillors were invited to declare any interest they may have in relation to Agenda Items. The following councillors declared an interest. Cllrs Barrett, Chester and Miles in the Football Club and Cllrs C Guglielmi and Thurlow in the expenditure as both had put through expense claims.

026/2023 Public Voice:

A local resident attended the meeting as an observer as he was considering becoming a Parish Councillor. Cllr Guglielmi confirmed that it would be possible for him to be co-opted onto the Council and this could be further discussed and agreed by the Administration Committee who were due to meet on 4 July 2022.

027/2023 Reports and updates

The Councillors and Police Reports were circulated.

- a) The District Councillor – no comment received.
- b) The County Councillor’s report – no comment received.
- c) TDALC report – no comment received.
- d) Operation Quasar report – Cllr Miles suggested it would be a good idea to ask the police for a copy of some of the photos they refer to in their report so they could be put on the Council’s social media. This was agreed.

Action: Clerk to email Vanessa and ask for photos.

028/2023 General Items

- a) Plastic Free Initiative. Cllr Newman-Wright referred to the emails received from the Plastic Free Initiative requesting the Parish Council approach Ogilvie Hall and the Venture Centre on their behalf requesting they sign up to the plastic free pledge. Councillors discussed this and agreed it would be better for the Plastic Free Initiative to go to these organisations direct however, they could inform them that the Parish Council had signed up to the pledge.

Action: Cllr Newman- Wright to respond to the Plastic Free Initiative request

- b) Request from Lawford Football Club for funding. This request was discussed and councillors agreed to pledge £20,000 to the football club for their fundraising efforts in establishing a 3G football pitch. It was agreed £4-£5K would be put aside each year for 4 years and this would be put as an item for the budget meeting in September.

Proposed: Cllr Pretty **Seconded:** Cllr Thurlow **All agreed**

Action: Clerk to write to the Football Club to confirm the decision and to put as an agenda item on the September Full Council meeting.

- c) To consider donation request from Manningtree Earth Festival. This was discussed and it was agreed to make a £200 donation to this event.

Proposed: Cllr Barrett **Seconded:** Cllr Chester **All agreed**
Action: Clerk to write to the Earth Festival to confirm the decision.

- d) Items Councillors may wish to raise/discuss.
 - a) Cllr D Thurlow said he would like Cllr Barrett's hard work over the Jubilee Weekend acknowledged. All agreed that Cllr Barrett had gone over and above to ensure that the celebrations (both Thursday and Friday) were successful and the Council very much appreciated the commitment and energy he put into their delivery.

029/2023 Public Realm committee:

- a) Update regarding 2 quotes to supply and fit 5ft timber field gate to the pond/drainage overflow at Summers Park. Cllr Thurlow confirmed he was still waiting for the quote from English Rose Landscapes.
- b) Update on works to Riverview Car Park. Cllr Thurlow confirmed that the works to the curved path would start on 1 August and the works to resurfacing Riverview Car Park would start on 15th August. He confirmed that signage would be needed to alert users of the car park that it would be closed for a two-week period to allow these works to take place. Cllr Thurlow confirmed that there would be a site meeting before the works were started.
Action: Clerk to print and laminate signage for the car park.
- c) Agree 3 new signs for Riverview. Cllr Thurlow had shared three suggested signs for Riverview which were agreed by all.

Proposed: Cllr Pretty **Seconded:** Cllr Kinsmore **All agreed**
Action: Clerk to purchase three signs

- d) School Lane Dog Poo Bins. Complaints received from residents were discussed and it was agreed that the Clerk should write to Damian Williams, Director of Open Spaces and explain that bins were not being emptied on a bank holiday on School Lane, Gainsborough and Grange Road.

Action: Clerk to write to Damian Williams, Director of Open Spaces

- e) Update on quotes received for removal of bins on Summers Park. Cllr C Guglielmi confirmed that he was still waiting for a quote from English Rose Landscapes.
- f) Community Litter Pickers – The Clerk suggested that she set up a Community Litter Picking group and put in a funding bid for the start up costs. This was discussed and agreed.
Action: Clerk to submit a funding bid for the start-up costs.

- g) Tree Inspection Reports from John Glover for Garden City and Queensway. The reports were shared. Cllr C Guglielmi explained that he and Cllr Thurlow were going to meet with John Glover to discuss his increasing costs for works. The Councillors agreed that the suggested tree on Queensway should be taken down. Councillors also discussed Cllr Thurlow's Tree Inspection on Summer's Park and agreed that where he had indicated those trees should also be cut down and not replaced. This was agreed by all. Cllr Pretty suggested that the lower branches of the other trees on Summers Park should be selectively removed to help the trees grow stronger. This was also agreed by all.

Action: Clerk to contact John Glover and let him know of the above decisions.

- h) Items Councillors may wish to raise/discuss:

- i) Cllr Pretty mentioned the trees on Cotman Avenue that Tendring District Council had put green bags around the base. She said these were not getting watered as they should be and would die so it was agreed that the Clerk would ask Dave Childs to do this.

Action: The Clerk to speak to Dave Childs about watering these trees

- ii) Cllr Barrett mentioned that the trenches that Gigaclear were digging to upgrade the broadband were not the same colour as the pavement and he was concerned that during the winter months there may be an issue with drainage or water retention. Cllr C Guglielmi asked Cllr Barrett to send him some photos and he would investigate this.
Action: Cllr Barrett to send Cllr Guglielmi photos of the trenches.
- iii) Cllr C Guglielmi said that HGVs continuing to use School Lane was a serious health and safety risk. He therefore suggested that the Parish Council purchase signage to stop this practise. He said he would liaise with the officers in Highways in order to understand what signage was required and would update at the next meeting.
Proposed: Cllr Guglielmi **Seconded:** Cllr Chester **All agreed**
Action: Cllr Guglielmi to liaise with officers and update at next meeting
- iv) Cllr Payne said he had been asked by the organisers of the Tendring Show whether they could use the car park on Bromley Road. This was agreed however, Cllr Guglielmi suggested they write to the Clerk officially with the request. Cllr Payne said he would ask them to do this. Also, it was agreed that the Clerk would ask Dave Childs if he would be able to open and close the car park on the day – Saturday 9th July.
Action: Cllr Payne to ask organisers of the Tendring Show to write to the Parish Council with an official request
Action: The Clerk to ask Dave Childs if he would be able to open and close the gate to the car park on the day
- v) Cllr Pretty said she had been asked why there were no dog bins on the pathway close to St Edmunds Way beside the station. Cllrs Miles and Guglielmi said it was because it was a private road owned by the farm. Cllr Pretty said she would go back to the resident that had asked her.
Action: Cllr Pretty to inform the resident that this is a private pathway
- vi) Cllr Pretty raised the issue of overhanging trees at 1 Constable Close and Cllr Guglielmi said he would submit the question to Members' Enquiry to see whether the trees were cut high enough for pedestrians to pass. He would also ask them about the standard of fencing required and would report back at the next meeting.
Action: Cllr Guglielmi to submit a members' enquiry regarding tree height and standard of fencing required.

030/2023 Administration Committee:

- a) Council's expenditure
 - i) A list of expenditure was circulated as follows:
 - ii) A councillor verified the invoices, confirmed by initialling the Expenditure Spreadsheet and Invoices with green ink.
- b) The quote from Nicholas Percival for Land Valuation of School Lane was agreed and Cllr Thurlow will meet their representative to walk around boundary.
- c) Items Councillors may wish to raise/discuss.
The Clerk mentioned that the Npower invoices had increased from approximately £450.00 per month to £1450.00 per month. This increase of approximately £12,000 in costings per year was noted. Cllr C Guglielmi mentioned a scheme at Essex County Council called Solar Together and suggested the Clerk look into this to see whether it could help.
Action: Clerk to investigate the Solar Together Scheme.

031/2023 Planning Committee:

- a) Planning application number: [22/00752/COUNOT](#)

Cllr Chester outlined the application for prior approval for the conversion of two agricultural buildings into two dwellings at 84 Hungerdown Lane Lawford. There was some discussion and it was agreed to object to this application on the grounds of poor access and an unsustainable location.

Proposed: Cllr Payne **Seconded:** Cllr Thurlow **All agreed**
Action: Clerk to object to the Planning Application

032/2023 Update ref other Meetings attended, or to be attended, by Councillors.

There were no updates received.

The meeting closed at 8.20pm

Signature (Chairman) **Date**