



Clerk to the Council: Bridget Tighe

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Minutes of a meeting of the Parish Council held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 20th November 2023 at 6.30pm

Present:

Cllr V Guglielmi (Chair)	Cllr D Thurlow (Vice Chair)
Cllr C Guglielmi	Cllr T Barrett
Cllr D Harty	Cllr K Symon
Cllr W Saint James	

In attendance: B. Tighe (Clerk)

190/2023 Apologies for Absence were received from Cllrs B Chester and M Kinsmore and were approved by the Council.

191/2023 To receive members declarations of interest on items that appear on the agenda.

Cllr T Barrett declared an interest in item 196/2023 k) regarding Lawford Football Club.

192/2023 Minutes – it was resolved that the minutes of the previous parish council meeting held on Monday 16th October 2023 be approved and signed by the Chair.

193/2023 Public Participation The meeting was attended by representatives of Essex Police who provided an overview of issues across Lawford. The meeting was also attended by representatives of the Manningtree Hub who answered questions on the organisation and its work. A member of the public attended to voice concerns regarding the 'Lawford Parish Council Taxation Policy'.

194/2023 To receive reports and updates.

The Councillors and Police Reports are circulated when they become available.

- The District Councillor Report had been circulated. No comments received.
- The County Councillor's. There was no report for November.
- Operation Quasar report had been circulated. No comments received.

195/2023 To receive general updates.

- Planning review - Cllr Chester was not present but had emailed to say there were no comments on recent planning applications.
- Website and social media review – Cllr D Harty had completed a podcast with the Credit Union and had another planned with Acorn Village. He mentioned recent posts on Facebook and suggested at some point the council's website could be updated. It was **resolved** to offer Manningtree and Mistley Parish Council's the opportunity to create their own podcasts using the Lawford subscription.

196/2023 To receive Public Realm committee updates:

- Street Lighting on Coxs Hill. It was **resolved** to request a quote for these works.
- Street Lighting on Mill Hill. It was discussed and agreed that a solar light could be the best option for this area however, it was agreed that the council would wait for the assessment of its current solar light before committing to this. It was **resolved** that Cllr T Barrett would liaise with Mistley PC on this subject.
- Solar Street Light on Riverview Pathway – Cllr Thurlow reported that this was in place and being monitored.



- d) Signage on Solar Street Light. It was **resolved** to put a laminated sign on the solar light to show it was owned by Lawford Parish Council and was being monitored for its effectiveness.
- e) End of school day traffic on Lawford Green It was **resolved** to continue to monitor this.
- f) Mapping project Cllr C Guglielmi reported he was still waiting for copies of mapped areas.
- g) Discussions with Tendring District Council - grass cutting. Cllr C Guglielmi reported there had been no update received yet.
- h) Repairs to School Lane (flooring and equipment) Quotes were discussed and it was **resolved** (once materials had been clarified) to proceed with works to the equipment followed by works to the surfacing.
- i) Section 106 monies for Manningtree Station – Cllr C Guglielmi reported that there was a new Cabinet Member for Highways who he would be meeting in January when he would discuss this issue.
- j) Tree inspections and hedges – Cllr Thurlow said the annual tree inspection had been completed and he would be putting together a list of works to be completed and speaking to the contractor.
- k) Lawford Football Club access to Lawford Green Car Park. It was **resolved** to permit Lawford Football Club access to Lawford Green Car Park at the weekends from the new year. It was agreed the Clerk would draft an agreement for consideration at the next meeting.
- l) Repairs to Summers Park See-Saw. It was **resolved** to accept the quote and proceed with the works to the see-saw.

197/2023 To receive Administration Committee updates:

- a) Council's expenditure
 - i) It was resolved that the list of expenditure for November 2023 be approved. See below.

		Amount	VAT	Total
BT	Office phone	51.72	10.34	62.06
Ogilvie Hall	Monthly Rent for the Parish Office	500.00		500.00
Salary	Month ending November 2023	1208.94		1,208.94
LGPS	Month ending November 2023	485.16		485.16
Dependable Dave	Handyman Services	770.00		770.00
Playquip Leisure	New cradle seats - Summers Park	426.00	85.20	511.20
Playquip Leisure	Riverview and Waldegrave	5112.00	1022.40	6,134.40
EALC	Playground Inspection course	380.00	76.00	456.00
DM Payroll Services Ltd	Admin of payroll Jul to Sep 23	81.00		81.00
Signs Made Easy	Sign at Riverview playpark	37.46	7.49	44.95
Tendring District Council	Elections Expenses	345.42		345.42
VCS Websites Ltd	Web hosting Microsoft subscription	291.00		291.00

A&J Lighting	Phase 5 of LED streetlights	7466.00	1493.20	8,959.20
Acorn Village	Grant	750.00		750.00
Credit Union	Grant	200.00		200.00
Essex Air Ambulance	Grant	500.00		500.00
Manifest Theatre	Grant	500.00		500.00
North Essex Veterans Support Group	Grant	500.00		500.00
Playquip Leisure	Repairs to goals Waldegrave	1900.00	380.00	2,280.00
Mistley Computer Services	IT (McAfee install, laptop repair)	210.00		210.00
Cllr D Harty	Podcast charges	129.98		129.98
Royal British Legion	Two wreaths	150.00		150.00
A&J Lighting	Solar light on Riverview	2200.00	440.00	2,640.00
	TOTAL	24,194.68	3514.43	27,709.31

- ii) It was **resolved** that the bank reconciliation of £137,855.18 for October 2023 be approved.
- b) Budget 2024 – 2025. It was **resolved** that the precept for the 2024 – 2025 financial year be set at £187,654.36 which represents an 8.75% increase on the previous year.
Proposed: Cllr C Guglielmi
Seconded: Cllr D Thurlow
6 in favour, 1 against – the vote was carried
It was **resolved** to hold £20,000 for the refurbishment of new parish council office as an earmarked reserve.
- c) Grant application – It was **resolved** to award the Manningtree Hub £100.00 as a contribution toward its work.
- d) Proposed wage increase. It was **resolved** to award one salary point backdated to November 2023 to the Clerk for achieving the CiLCA qualification.
- e) Proposed wage increase. It was **resolved** to award salary increase to the Clerk in line with NALC guidance.
- f) New printer for the office. It was **resolved** to purchase a new printer for the Council office.
- g) Facebook icon on website. It was **resolved** not to purchase this.

198/2023 Any Matters for Future Discussion

For future discussion in 2024

- Widening Riverview Pathway – discussion in new financial year
- Cableway on Summers Park – discussion in new financial year
- Solar Light pilot project – discussion at end of winter period

199/2023 Any Items for information

- Veterans Support Group – grant information was shared and noted.

Signature (Chair):

Date: