

Lawford Parish Council



Minutes of the Lawford Parish Council Meeting held in the Main Halls at The Venture Centre Lawford on Monday 21 February 2022 at 7.00 p.m.

The Centre's Covid guidelines were observed

Clerk: Bridget Tighe

Present:

Councillors V Guglielmi, C Guglielmi, Chester, Newman Wright, Coley, Payne, Thurlow, Barrett, Miles, Pretty and Kinsmore

District Councillor Coley

Clerk: Bridget Tighe

Invited guest: Steve Tattam, Earth Festival

97/2022 Apologies for Absence

Cllr Woods

98/2022 Minutes of the Previous Meeting:

The minutes of the Council meeting held on **17 January 2022** were agreed.

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

99/2022 Actions from the previous meeting:

Clerk to post cheques	Completed
It was agreed to add the review of the Council's byelaws to the Public Realm meeting in February	Completed
Clerk to contact the Venture Centre regarding booking a room for a Parish Assembly for Monday 16 May 2022 at 6pm	Completed
Removal of green waste – Cllr C Guglielmi offered to speak to TDC's Open Spaces officer as the land in question is the responsibility of TDC	Ongoing
Clerk was requested to provide a list of cheque signatories	Completed
Problems with Council's trees being overgrown and in need of attention. Clerk to make enquiries of Landscape Services	Completed
Clerk to add the recently acquired Trees at Summers Park to the Tree Register	Ongoing
Cllr Barrett will investigate Jubilee Beacons and report to the Public Realm meeting	Completed
Cllr C Guglielmi will approach TDC for permission to plant a tree on TDC land	Ongoing

100/2022 Declarations of Interest:

a) Cllr V Pretty – item 106/2022 e)

101/2022 Public Voice:

There were no members of the public present

102/2022 Steve Tattam, Earth Festival

Mr Tattam was an invited guest who answered questions from parish councillors on the planned Earth Festival. He circulated an Aims and Principles document for councillors to read later. Please see Appendix A for a record of the ‘question and answer’ session.

103/2022 Reports and updates

The following reports were circulated for information.

- a) The District Councillor report – there were no questions or comments
- b) The County Councillor’s report – there were no questions or comments
- c) TDALC report – Cllr Newman Wright commented that there was some concern in other parishes regarding the site for the new windfarm and the potential impact on the countryside. There was agreement that as the Parish Council would be consulted once the route had been identified they would put off discussion on any action or views till then.
- d) Operation Quasar report – the contents of the email circulated were noted.

104/2022 General Items

- a) Reopening the Lawford Parish Council office was agreed.
- b) The offer of use of Rapid Deployment Cameras was noted.

Action: Parish Clerk

105/2022 Administration Committee:

- a) The emails of 2.2.22 and 9.2.22 detailing LCTS Grant for 2022 – 23 were noted
- b) i) Cllr V Guglielmi asked the Clerk to see whether the Council could use the Wignall Room in Ogilvie Hall for Full Council meetings in future. This was agreed by all.

Action: Parish Clerk

ii) Cllr Pretty asked if the Financial Regulations could be updated for the next Administration Committee meeting so that ‘On-line Banking’ could be put on the agenda and discussed. This was agreed by all.

Action: Parish Clerk

- c) Council’s expenditure
 - i) A list of expenditure for February was circulated as below:

<u>Lawford Parish Council Expenditure February 2022</u>					
		Amount	VAT	£	
BT	Office Communications	43.95	8.79	52.74	DDR
Ogilvie Hall	Monthly Rent for the Parish Office			-	DDR
Items of Expenditure to be approved and cheques signed by Councillors				£	Chq Number
SLCC	Membership fee	55.00		55.00	104868
VCS Websites Limited	Secure website hosting	142.50		142.50	104869
Venture Centre Hall Hire	21.2.22	63.00		63.00	104870

D Childs	Handyman	560.00		560.00	104871
ASG Ltd	Photocopies	0.53	0.11	0.64	104872
A&J Lighting Solutions	Visit to light o/s 162 Colchester Rd	65.00	13.00	78.00	104873
Evergreen Office Supplies	Envelopes and wheelie bin liners	100.96	20.19	121.15	104874
EALC	Council Finance Course for Parish Clerk	70.00	14.00	84.00	104875
Clerk Expenses	24 x 2nd class stamps and a doorbell	49.44		49.44	104876
Playquip UK Ltd	Repairs to School Lane play area	5,708.00	1,141.60	6,849.60	104877
EALC	Roles and Responsibilities Training Course	70.00	14.00	84.00	104878
A & J Lighting	Call out to Church Clerks Cottage, Church Hill	146.00	29.20	175.20	104879
	Monthly Spend	1,150.38	56.09	£ 8,056.07	

- ii) Invoices were verified, cheques agreed and signed
- iii) Change of authorised user form for the Council's Co-op Account to be changed from Pat Peachey to Bridget Tighe was agreed and signed

106/2022 Public Realm committee:

- a) Cllrs C Guglielmi and Thurlow updated the meeting on their site visit with John Glover saying that it had resulted in a new schedule for works which would be sent to the Clerk when completed. It was confirmed that John Glover had also agreed to be Tree Warden and to take care of green space.
Action: Cllr Thurlow
- b) There was discussion on the grass cutting contract and Cllrs C Guglielmi and Thurlow reported that this would be included in the new contract mentioned at 106/2022 a) in light of the site visit and circulated for the next meeting
Action: Cllr Thurlow
- c) There was discussion regarding 2 quotes to supply and fit 5ft timber field gate to the pond/drainage overflow at Summers Park. Cllr Thurlow reported that still only one quote received and waiting for second quote. This item to be put on the Public Realm agenda.
Action: Parish Clerk
- d) The meeting agreed to make a financial contribution of £2,800 to the Queen's Platinum Jubilee Celebrations. This item was initially discussed at Public Realm meeting 7.2.22
Proposed: Cllr C Guglielmi Seconded: Cllr Pretty All agreed
Action: Parish Clerk to make payment
- e) The meeting agreed to provide a donation of £50.00 for the Manningtree and District Frankenberg Partnership Association. This item was initially discussed at Public Realm meeting on 7.2.22 and it was also agreed to complete the membership form.
Proposed: Cllr Miles Seconded: Cllr V Guglielmi All agreed
Action: Clerk to complete the membership form and make payment

- f) The meeting agreed on quote received from PlayQuip Leisure to repair the spindle and supply new bearings on School Lane.

Proposed: Cllr Pretty Seconded: Cllr Kinsmore All agreed
Action: Parish Clerk to order works

- g) There was discussion and agreement on purchase of a Beacon for Summers Park for the Jubilee Celebrations. The meeting agreed that the Clerk could order the Beacon based on a quote received from DTE Steelman.

Proposed: Cllr Kinsmore Seconded: Cllr Barrett All agreed
Action: Clerk to order Beacon

- h) There was discussion on quotes received for works to Riverview Car Park gate. It was agreed to go with the quote received from A2M

Proposed: Cllr Pretty Seconded: Cllr Barrett All agreed
Action: Clerk to inform A2M

- i) There was discussion on quotes for removal of bins on Summers Park. Quotes had not been received so it was agreed that Cllr C Guglielmi would chase.

Action: Cllr C Guglielmi to chase quotes

- j) Items Councillors may wish to raise/discuss.

- a. There was some discussion on planting a tree for the Jubilee to take place on 15th March 2022. It was agreed to take this item to the Public Realm meeting.

Action: Clerk to put on Public Realm agenda

- b. Cllr Thurlow asked if the purchase of a bigger bin for Lydgate could also be put on the agenda for the next Public Realm meeting. This was agreed.

Action: Clerk to put on Public Realm agenda

- c. Cllr Thurlow reported that progress being made on both memorial benches

- d. Cllr Thurlow reported he had heard back from Department of Levelling Up, Housing and Communities who would respond soon

- e. Cllr C Guglielmi said he had submitted a scheme to LHP to put lights on Coxs Hill on the other side of the road

- f. Cllr C Guglielmi said he had also submitted a scheme to LHP for signage for Wignall Street to read NO HGVs on School Lane

The meeting ended at 8.40 p.m.

Signature (Chairman):Date: