

Lawford Parish Council



Minutes of the Lawford Parish Council Meeting held virtually via Zoom on Monday 26 April 2021 at 7.30pm.

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 Adcock Jones, Payne, Pretty, Kinsmore, Thurlow, V Guglielmi (Chair), Miles, Barrett, and Newman Wright
Clerk: Mrs Peachey (Co-Host)
Mrs Kerry King
PC Ben Shepherd

1/2021 Apologies for Absence

District councillor Coley and Cllr Woods

2/2021 Co-option to fill a council vacancy:

Mr Ben Chester delivered his Candidates Statement and was duly co-opted.

Proposed: Cllr Pretty **Seconded:** Cllr Adcock-Jones **Agreed**

A Short Recess followed allowing Mr Chester to sign **Acceptance of Office** and the **Confirmation of adherence to the Members Code of Conduct** (*both previously emailed*) in the presence of the Clerk (*observed via Zoom*) before taking up his seat as Councillor. Member's Interests form to be completed, signed, and returned to the Clerk as soon as possible (*post box at office*)

3/2021 Minutes of the Previous Meeting:

The minutes of the Council meeting held on **15 March 2021** were approved

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

4/2021 Actions from the previous meeting:

Clerk to post cheques	Completed
Post to Planning Portal Planning Application comments	Completed

5/2021 Declarations of Interest:

None

6/2021 PC Ben Spencer, having taken over Operation Quasar, introduced himself and provided an update on the operation and his approach to Operation Quasar. It is his ambition to reduce crime and anti-social behaviour, to increase visibility, carry out more speed checks and develop intelligence. He advised council that Community Youth Officers attend Manningtree School.

7/2021 Public Voice:

Kerry King updated council on a project to improve Manningtree Station, making it more inviting and attractive with flower baskets, tubs, and wildflower areas. Other initiatives are to have a mini art Gallery in the waiting rooms and to paint the tables/chairs in the coffee area. They would maintain the area and look forward to others volunteering to assist them. She has requested council contribute to the project. She also made mention the station was opened in 1846. *Following discussion council overwhelmingly approved of the project and offered to contribute/sponsor the hanging baskets, which would carry council's name. Purchase/cost of the baskets will be discussed at council's Administration Committee meeting.*

Proposed: Cllr C Guglielmi **Seconded:** Cllr V Guglielmi **Agreed**
Action Clerk

8/2021 The below reports were circulated as they became available and where possible published on Council's Website

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

9/2021 Declaring a Climate Emergency:

Manningtree Town Council is in the process of declaring a climate emergency and at their last meeting it was suggested putting together a joint working party with Lawford PC and Mistley PC to help tackle climate change at a local level. Cllrs Sharon Barker and Ben Brown are the representatives from Manningtree. *Cllr Newman Wright was volunteered to join the working Party.*

Proposed: Cllr Pretty **Seconded:** Cllr Adcock-Jones **Agreed**

10/2021 PACE's Plastic free initiative:

Request by Cllr Benjamin Newman Wright (PACE representative) to revisit LPC's statement, made at the meeting of 19/10/2020 item 148/2020 (f) ***Council support the initiative in principle as far as the Council can. However, the Council will be guided by what it can practicably do with some realistic options to encourage this initiative.***

The suggested revision:

- 1) *The council will lead by example and remove (or phase out) single use plastics from its premises and operations*
- 2) *The council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events*
- 3) *The council names a representative to sit on the plastic free steering group*

Cllr Adcock-Jones highlighted this had been discussed last year and given Covid, did not believe it to be achievable. Following discussion, it was agreed ***'once Covid had passed'*** be added to the suggested statements 1 & 2 above.

Proposed: Cllr Adcock-Jones **Seconded:** Cllr Newman Wright **Agreed**
PACE to be advised - Action Clerk

Cllr Newman-Wright was named as council's representative on the steering group.

11/2021 Determine time of meeting Thursday 17 June 2021:

Following the government decision not to extend the option of remote meetings, a face-to-face meeting has been arranged to approve councils Audit/AGAR and expenditure.

For note: following current social distancing guidelines, the Small Hall only supports 6 people. The only availability for a suitable venue is Thursday 17 June when both large halls at Ogilvie Hall have been reserved and will accommodate 26 people, giving some availability for the public, should any wish to attend. **It was agreed the meeting should start at 7pm.** Cllr Pretty gave apologies due to a previous commitment.

12/2021 Administration Committee:

- a) **DM Payroll services** have advised holiday cannot be paid and directed council to ACAS. See extract below:

[The government has introduced a new law](#) allowing employees and workers to carry over up to 4 weeks' paid holiday into their next 2 holiday leave years. This law applies for any holiday the employee or worker does not take because of coronavirus, for example if:

- they're self-isolating or too sick to take holiday before the end of their leave year
- they've had to continue working and could not take paid holiday

If an employee or worker leaves their job or is dismissed and has carried over paid holiday because of coronavirus, any untaken paid holiday must be added to their final pay ('paid in lieu').

The owed entitlement is 62.07 hours.

b) Councils' expenditure:

Cheques were signed as in previous months (*checked and signed by three councillors in isolation*)

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

Proposed: Cllr C Guglielmi **Seconded:** Cllr Pretty **Agreed**

13/2021 Planning:

a) **Application received 6/4/2021**

21/00456/FUL, Mr and Mrs Robert Lewis, Lawford House Farmhouse, Grange Road, Lawford
Garage with 1st floor residential accommodation ancillary to The Granary

No Objection

Proposed: Cllr Miles **Seconded:** Cllr Adcock-Jones **Agreed**

b) **Applications received 12/04/2021**

21/00477/FUL, Mr D Spurgin, 45 Harwich Road, Lawford, CO11 2LS
Proposed erection of two detached dwellings

Object

This is agricultural land and should not be built on

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

c) **Application received 19/4/2021**

21/00424/FUL, George, K and J Roadnight, Rose Farm, 75 Hungerdown Lane, Lawford
Erection of 1no. self-contained rural dwelling house

Object

This is agricultural land and should not be built on

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

d) Applications determined

20/00458/OUT Approval - Full 01.04.2021 Committee Decision	Mr Steven Rose - Rose Builders (Properties) Ltd	Variation of condition 9 of 15/00876/OUT amending the delivery requirement of the spine road before the 201st occupation.	Land East of Bromley Road Lawford, CO11 2HS
21/00301/FUL Approval - Full 09.04.2021 Delegated Decision	Mrs Spencer	Erection of two storey side extension	236 Colchester Road Lawford CO11 2BT
20/01820/FUL Approval - Full 15.04.2021 Delegated Decision	Mr Clive Ellis	Demolition of existing conservatory and construction of single storey lean to rear extension.	15 Lydgate Close Lawford CO11 2SU

14/2021 Public Realm:

- a) It was agreed Tennis Courts should be returned to grass and quotes be obtained

Proposed: Cllr Pretty **Seconded:** Cllr Adcock Jones **Agreed** **Action**

b) All Weather Football Pitch – School Lane

It was agreed the Football Club lease be extended by 35years.

Proposed: Cllr Thurlow **Seconded:** Cllr Pretty **Agreed**

Clerk to contact solicitor that drew up the lease and advise the football club of the agreed extension.

Action

- c) Hardstanding behind school at Summers Park/Riverview and the Turfing of School Lane. Following the difficulties being experienced it was agreed the Clerk advise the contractor council no longer wishes him to proceed. Alternatives to be sourced. It was also suggested the turfing at School Lane be incorporated with the turfing of the Tennis Courts.

Action

Proposed: Cllr C Guglielmi **Seconded:** Cllr Pretty **Agreed**

d) Summers Park footpaths:

- i. Public Realm agreed the path between Owls Flight Dell/Summers Park be installed and that D A Cant be instructed, installing a 2.5metre wide 'Y' shaped path at a cost £5,696.00 + vat.

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

- ii. Cllr Thurlow gave an account of his progress with seeking grant funding to complete paths 2,3 and 4 at Summers Park, the surface of Riverview Car Park and fencing at a cost of £95,538.00. Following discussion Council agreed £30,000.00 be contributed from reserves and Cllr Thurlow will seek a grant of £65,000. Council agreed leeway of £20,000 should this help to secure the balance in Grant Funding.

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

Action Cllr Thurlow

- e) Highways issues – Clerk is in the process of reporting listed items to the relevant bodies and will update council as appropriate.

15/2021 Update ref Meetings attended, or to be attended, by Councillors.

- a) Cllr Thurlow advised he has spoken to Steven Rose and he will assist with moving the named tiles at School Lane and place them on the wall of the Football Club House. Cllr Thurlow will provide a scheme to the Football Club in the hope a volunteer will step forward to assist in the completion.
- b) Cllr Payne advised he has saplings for distribution should anyone want them. Cllr Thurlow Advised he has offered them to PACE and awaits their response. It was raised that saplings were planted by PACE at Owls Flight Dell and not cared for, causing many to die off.

For note: Remote meetings cannot take place after 7 May 2021. Due to the continuing concerns and regulations relating to Covid, council has agreed Face to Face meetings will not immediately resume. Notices will be placed on Council's website and noticeboards to advise safe resumption of meetings.

Signature (Chairman):**Date:**