

## Lawford Parish Council



### Minutes of the Public Realm Committee Meeting held virtually via Zoom on Monday 3 August 2020 at 7.15pm.

Members of the public were welcome to attend. Requests for the link and password to join the meeting to have been received by 11am on the day of the meeting to [clerk@lawfordpc.org.uk](mailto:clerk@lawfordpc.org.uk)

Clerk to the Council: Mrs Peachey

### MINUTES

1. **Present:** Councillors C Guglielmi (Host) Adcock-Jones (Chair), Pretty, Thurlow and Barrett.

**Observing:** Cllr Newman-Wright

**Clerk:** Mrs Peachey

One member of the Public

**Apologies for Absence:** Cllr Woods

2. **Minutes:**

To approve minutes of the **Public Realm** meeting held **Monday 3 February 2020**.

**Proposed:** Cllr Adcock-Jones **Seconded:** Cllr Barrett **Agreed**  
(Clerk will deliver minutes to Chairman for signing)

3. **Action Points from the meetings held on 3 February 2020:**

Take Riverview purchase to Full Council	Completed
Cllr Thurlow to investigate if there is a bin at the bus stop outside 168 Colchester Road	Unknown
Quote to return the Tennis Courts to grass (£15,000.00) take to Full Council <b>Note:</b> not completed due to lockdown	Ongoing
Order Defibrillator from First Responders <b>Note:</b> not completed due to lockdown	Ongoing
Produce a Climate Change policy – to Administration Committee <b>Note:</b> not completed due to lockdown	Ongoing
Council to look at options to replace equipment removed from the School Lane play area (B/fwd from the June meeting)	Overtaken by Play Equipment Report identifying urgent actions to be taken (see item 11a)).
Establishing ownership of verges with Trevor Mills TDC ref Wildflower Verges. <b>Minutes from November 2019 meeting:</b> Cllr McClarnon from Manningtree Town Council had been tasked with taking this project forward and asked for representatives from Lawford and Mistley to join with him and set up a working party. <i>Cllr Brown volunteered to represent Lawford Parish Council but has since resigned</i>	Ongoing
Website – Cllr Thurlow to put together a short article about the history of Lawford adding photographs.	Ongoing
Remove from the agenda item, relating to the Zebra Crossing at Lawford Junior School	Completed
Request for a High Impact Barrier on the corner of Wignall Street to Cllr C Guglielmi	Completed
<b>Action points b/fwd from February's minutes:</b>	

Cllr Barrett and Council's Handyman to visit the grass bank at the top of Cox's Hill to establish if this is a Public Safety hazard	Unknown
Council to request a Bus Stop sign at the bottom of Wignall Street – Cllr C Guglielmi dealing	Unknown
LTEN182009 (Layby at Foxash) response received but unsatisfactory. Passed to Cllr C Guglielmi to follow up ref potential cost to make into a 'proper' layby – update requested from Cllr C Guglielmi	Unknown
Cllr C Guglielmi was requested to provide updates ref LPC Highways Schemes following Cllr Langstone's resignation.	Ongoing
Update ref VAS meeting requested from Cllr C Guglielmi	Ongoing

#### 4. Declarations of interest:

Cllr Pretty – Item 6) Frankenberg Partnership Association

Cllr Adcock-Jones Item 10) Quotes to put in place a legal agreement ref Lawford Green

#### 5. Memorial to Mr Rolfe M.B.E:

To discuss arrangements/purchase of bench and an event to commemorate Mr Brian Rolfe M.B.E. (Room holds 50 people and Friday was felt to be the best evening; however, the Coronavirus will affect this) Clerk was requested to arrange a meeting with the Council, Football Club and Mrs Rolfe to decide on the bench and wording of the Plaque. **Action – Clerk**

#### 6. Frankenberg Partnership Association:

Update ref 50<sup>th</sup> anniversary and a prospective visit to the area in May 2021 *Cllr Barrett is Lawford's representative*. Cllr Pretty, who is also involved with the Association, advised in light of the Covid pandemic the event has been moved to Autumn 2021 and will advise the Clerk of the proposed date. Manningtree and Lawford will organise a Civic Ceremony for the visit. **Action – Cllr Pretty**

#### 7. Suggestion from a resident: (email circulated)

a) The introduction of Terracycle recycling points at Highfields, Manningtree & Lawford C.O.E

b) Rolling out the Eco-Schools program to Manningtree High & Lawford C.O.E

Cllr V Guglielmi and Cllr Barrett advised the above (items 7 a) & b)) are School driven and is not something Councils can trigger. Clerk was requested to advise the resident. **Action - Clerk**

#### 8. Use of Pesticides:

Information received and circulated from a member of PACE who was present at the meeting to speak on the subject and to urge council to reduce the use of pesticides on land it owns. *The Clerk will discuss what, if any, usage is undertaken by council's handyman and report back at Full Council.* **Action - Clerk**

#### 9. Refuse Bins:

a) There is need for another bin at School Lane (Handyman) – it was agreed a bin will replace the removed concrete bin. **Proposed:** Cllr V Guglielmi **Seconded:** Cllr V Pretty **Agreed**

**Action – Cllr Thurlow**

b) Email received from a resident 30/03/20 requesting a dog bin at Riverview Bus Stop – *See below*

c) Request for a larger Dog bin at the Church – will be replaced with a larger bin that is available and not currently in use. **Proposed:** Cllr V Guglielmi **Seconded:** Cllr Pretty **Agreed**

**Action – Cllr Thurlow**

d) Request for a refuse bin at the Bus Stop outside 168 Colchester Road. *Clerk had been informed Children waiting for the bus were both going up a resident's drive to deposit rubbish in their garden and throwing cans and rubbish into the resident's garden from the bus stop.* Resident's neighbour had contacted school with minimal resolution. Cllr Thurlow would check the area as he believed there was a bin sited on the wall at the school. *See below*

*It was highlighted that Lawford is growing considerably with new housing developments either built or in the process of being built, which adds considerably to the number of bins needing emptying. The current contract to empty council's litter/dog bins provides for 17 Litter Bins and 8 Dog bins. Additional bins will either have to be emptied by council, or council will be required to pay £1 per bin per week for TDC to empty them.*

*Cllr Thurlow has produced a paper (circulated) suggesting a change to TDC's system of charging. Councillors have been asked for their comments. To be taken forward to Full Council. Action - Clerk*

**10. Management of Council's Car Parks:**

A strategy to manage councils car parks (Lawford Green, School Lane and Riverview) was discussed. Clerk read the three quotes received to put in place a formal agreement relating to the use of Lawford Green Car Park by Lawford Primary School. One quote was very detailed, and the Clerk was requested to obtain more detail from the other two solicitors in relation to putting in place an agreement. Cllr Pretty queried who would agree/negotiate the agreement, would it be ECC or the Headmistress. Cllr C Guglielmi will enquire of Essex County Council's Legal Services department. **Take to Full Council.** Cllr Adcock-Jones was asked if he would join the Car Park Working Group given his legal knowledge and the Clerk was asked to identify dates to hold a meeting.

**Action – Clerk & Cllr C Guglielmi**

**11. Wildflower Verges:**

**From November 2019** - Cllr. Marcel McClarnon from Manningtree Town Council had been tasked with taking this project forward and had asked for representatives from Lawford and Mistley to join with him to set up a working party. Cllr Brown volunteered to represent Lawford Parish Council but has since resigned. Council asked the Clerk to establish if the project was being followed up as no communications had been received from Cllr McClarnon. **Action - Clerk**

**12. School Lane**

a) Play Equipment Inspection – repairing and replacing identified equipment. The quote from Playquip to remove equipment identified as dangerous was forwarded to Council. Council approved the removal of the Free-Standing Slide £545.00, The Climbing Frame £260.00 and the Rocking Rocket £460.00. Clerk will arrange a meeting between John Duchars (Football Club) and Peter Sander (Playquip) to ensure there is no damage to the pitch whilst removing the play equipment. **Proposed: Cllr Pretty Seconded: Cllr V Guglielmi Agreed**

**Action - Clerk**

b) Update ref 3G pitch/Tennis Courts (Cllr Thurlow) and the Removal of the Tennis Courts  
There was no further information regarding the above. Council discussed the removal of the Tennis Courts following receipt of Playquips quote to remove Fencing £7,425.00 and removing the courts and reinstating with grass £57,425.00 detailed as follows;  
*Tarmac Pitch 1150 Square Metres. The tarmac pitch has a pre-cast concrete edging surround, the thickness of tarmac will be approximately 100mm thick with a crushed stone subbase below measuring 200mm in depth. These are estimated depths of surface, based on recommended construction procedures. We propose excavating the tarmac and sub-base and disposing of all risings to a licenced tip approximately 690 tonnes. Once complete graded topsoil will be imported to reinstate the area prior to grass seed being applied.*

*It was suggested the two quotes received before lockdown be updated and more detail be requested as to how the removal of the courts would be achieved.* **Action – Cllr Thurlow**

**13. Defibrillator:**

Place order and arrange installation via Manningtree Responders in consultation with Ogilvie Hall. Clerk to order defibrillator and liaise with Mr Huck to arrange installation. **Action - Clerk**

**Proposed: Cllr Pretty Seconded: Cllr Barratt Agreed**

**14. Summers Park:**

a) **For information re dying trees and bushes** – Rose have advised they will replace in the Autumn

**15. Highways Matters:**

a) **Parking in Station Road** – Cllr Thurlow had no further update

b) **Email received from resident** (circulated) who lives in Lushington Road and feels she takes her life in her hands crossing the road leading to the roundabout because there is no central reservation. *As there are islands to cross at the roundabout councillors found it difficult to see why there was an issue. Cllr Barrett will contact the resident to discuss further.*

**Action – Cllr Barrett**

c) **Request from a resident** in Florence Gardens on Summers Park to have a ‘No Through Road’ sign to stop vehicles driving down and reversing out. It was suggested a request be submitted to LHP. It was also suggested the Clerk speak to Rose Builders to avoid a similar situation at Lawford Green.

**Action – Clerk and Cllr C Guglielmi**

d) From February meeting; request Cllr C Guglielmi to update committee regarding the below:

i. **Bus Stop update** – Bus Stop sign at the bottom of Wignall Street. *The scheme was been submitted to the LHP last year and is going through the process.*

ii. Request for a **High Impact Barrier on the corner of Wignall Street**  
*This a 30mph limit with no significant history of accidents (it is believed only 2 or 3 have occurred in this area over many years) The resident suggested a scheme to alter the entrance but it was not felt the exit would be safe and the barrier was suggested. Cllr C Guglielmi will investigate the cost of a Barrier.*

**Action - Cllr C Guglielmi**

*It was also highlighted that a road sign was demolished when the accident occurred. Cllr C Guglielmi advised that under the Green Claim Scheme the person causing the accident should be pursued to pay to replace the sign*

iii. **VAS** - reduction of **speeding on Cox Hill**, prior to a decision being made as to a permanent site for the VAS. *A speed survey request has gone in. No surveys have been taking place as traffic levels are not back to that before Covid. The surveys will resume as and when there is indication that levels are back to normal, bearing in mind that there will be a backlog.*

iv. **Resident complaint** - road markings at the bottom of Coxs Hill at the roundabout were worn away and not as visible as they should be. *Cllr C Guglielmi liaised with Highways to repaint all lines when the re-surfacing work took place, and this has now been completed.*

v. **Potholes** – email received from a resident complaining about the potholes at/near the railway. *Completed during the re-surfacing work, all potholes at both approaches to the station, and under the bridge were repaired.*

The meeting ended at 20.43

The next **Public Realm Meeting** is scheduled for **5 October 2020**

Signature: (Chairman) .....Date: .....