

## Lawford Parish Council



**Minutes of the Public Realm Committee Meeting** held in the Small Hall at Ogilvie Hall, Wignall Street, Lawford, CO11 2JG at **8pm on Monday 4 November 2019.**

### 1. Present:

Councillors Woods (Chair), Pretty, Adcock-Jones, Thurlow, Kinsmore and Barrett  
 Clerk: Mrs Peachey  
 1 Member of the Public

### Apologies:

Cllr Brown (resignation received)

### 2. Minutes:

Unable to approve minutes of the **Public Realm** meeting held **2 September 2019**, take to Full Council  
**Action – to Full Council**

### 3. Action Points from the meetings held on 2 September 2019:

<i>Minutes of the Public Realm meetings held on 3 June 2019 could not be approved and were taken to Full Council.</i>	Completed
<i>The Clerk was requested to contact the Football Club as it was felt courteous to discuss the proposal with them. <b>Note: The Football Club were very happy for council to honour Brian Rolfe in this way and wanted to be involved. A representative of the club will attend the meeting.</b></i>	Completed
<i>Concerns regarding the Tendring Rally - To be raised at Full Council where an organiser for the 2020 Rally will be present</i>	Completed
<i>Love your Library Event - request for a Grant. £100.00 was suggested to Full Council as Grant allocation has taken place</i>	Completed
<i>Frankenberg Partnership Association - It was requested that this remain on the Agenda to remind council. It was agreed LPC would support an event, but the Association will take the lead. <b>Note: Email sent to Councillors for a representative to attend Manningtree's meeting Dennis Baldry will be attending to discuss the event</b></i>	Completed
<i>Council to look at options to replace equipment removed from the School Lane play area (B/fwd from the June meeting)</i>	Ongoing
<i>75<sup>th</sup> Anniversary of VE day Remove from Agenda.</i>	Completed
<i>Old, out of date older children's equipment at School Lane – suggested council could look at a plan for replacing, following feasibility study for 3G pitch. Place on agenda following feasibility study (B/fwd from the June meeting)</i>	Ongoing
<i>Wild Flower Verges - Committee wish to explore this option and asked the Clerk to arrange a meeting. <b>Note: the three Parishes are looking to arrange a meeting with Trevor Mills.</b></i>	Ongoing
<i>Clerk circulated maps Mr Mills had provided showing areas cut by TDC. Clerk also circulated a link to an ECC interactive web page. The web page shows ownership of many items, together with other information including land ownership/grass cutting. To be followed up</i>	Completed
<i>Clerk was requested to write to NEPP and raise concerns about parking in a layby at Lawford. <b>Note: NEPP have advised it is not something they deal with and to report it to the Police which the Clerk has. So far there has been no response. Clerk has also contacted the Considerate Parking Initiative</b></i>	Completed
<i>Purchase of a new bin Request that Clerk contact Mrs Langstone to determine the exact position the bin was intended for. <b>Note: Cllr Thurlow has carried out a full survey and made recommendations.</b></i>	Completed
<i>Confirm to Handyman Council approved his offer to empty additional bins</i>	Completed

Riverview Purchase - Clerk requested to chase regularly and to contact TDC to establish what is causing the delay	Completed
Request that there be a NO DOGS sign in the Play area at Riverview - Councillors believed there was a 'No Dogs' sign at the park and asked that this be checked	Awaiting check
1 Consable Close, Clerk was requested to write to the householder giving 1 month to cut the growth back to the boundary wall/fence. <b>Note: Letter sent 16/10/19 addressed to the Householder</b>	Completed
It was agreed council should undertake lamp post testing, but this should go to Full Council for approval. <b>Note: Testing will be carried out end of year/beginning of next</b>	Completed
Clerk to ask Handyman to quote to cut back growth over the pavement at the top of Cox's Hill	Completed
Member led Footway repairs Programme - Cllr Woods will take forward with repairs from Queensway to the Railway Bridge. She requested Councillors to email her with other areas that have been identified.	Passed to Cllr Guglielmi
Clerk was requested to email Cllr C Guglielmi for an update on LTEN182009 (Layby at Foxash)	Completed
It was suggested Cllr C Guglielmi be asked to volunteer to update council on the progress of Highway's schemes and Public Transport and Associated issues	Completed
VAS: It was decided at Full Council not to sell the VAS and instead to establish a location where it could be permanently sited and this should be taken to Full Council	Completed

## 5. Declarations of interest:

Cllrs Pretty and Adcock-Jones – No 1 Constable Close overgrown hedge

## 6. Memorial:

To discuss arrangements for an event to commemorate Mr Brian Rolfe M.B.E. It has been suggested a memorial seat be placed at School Lane, followed by a reception in the Football Club. *The Football Club are very much in favour and wish to be involved. It was felt the event should be arranged for Spring 2020 and Brian Rolfe's family be invited together with members of Council and the Football Club. It was felt a Friday evening in Spring would be most suitable. The Club will advise suitable dates that fit with the Clubs activities.*

**Proposed:** Cllr Pretty **Seconded:** Cllr Thurlow **Approved**

## 7. Refuse Bins:

- a) Issues that have arisen since the new collection regime, which it is hoped will settle down.
- b) Survey of bins in Lawford carried out by Cllr Thurlow and circulated to Councillors for comment. **It was agreed Cllr Thurlow would purchase three larger bins,**
  - i. One for Highfields School (lamp post) replace with a larger bin.
  - ii. Remove the dog bin by the Orchard and place a large bin on the bend, visible from the Community Orchard
  - iii. One for Long Road Bus Stop.
  - iv. To replace the Bin at School Lane Football Club (use of a smaller bin removed from one of the above sites?)

**Proposed:** Cllr Barrett **Seconded:** Cllr Adcock-Jones **Approved**
- c) Cllr Thurlow raised the issue of Lawford Green and where Rose Builders will be siting bins and perhaps this queried before they are put in place. *Clerk will query with Rose Builders* **Action**

## 8. Planting Saplings:

The ordered Saplings will shortly be arriving – before thought be given to where they are to be planted clerk was asked to establish the species of sapling being sent. **Action**

## 9. Milestone:

A member of the Manningtree Museum and Local History Group attended to request support from the Council. They wish to replace the cap on the Lawford Milestone whilst replacing the one at Mistley *It was suggested this be put to Full Council with a recommendation to approve a declaration of support to achieve this.*

**Proposed:** Cllr Thurlow **Seconded:** Cllr Adcock-Jones **Approved**  
**Action**

## 10. Frankenberg Partnership Association:

50<sup>th</sup> anniversary and a prospective visit to the area in May 2021 (*requested to leave on agenda*)

**Note:** Denis Baldry will be attending Manningtree's meeting on 21/11/19 at 7.30pm. He has asked that representatives from both Mistley and Lawford attend so that he can speak to all three councils at the same time. *Cllr Barrett has volunteered to attend.* **Action**

**11. Wild Flower Verges:**

Cllr. Marcel McClarnon from Manningtree Town Council has been tasked with taking this project forward and has asked for representatives from Lawford and Mistley to join with him and set up a working party. *Cllr Brown has volunteered to represent Lawford Parish Council*

**12. Riverview Car Park:**

Report that a resident is using it as a 'holding area' for vehicles relating to his business. Council's Handyman has reported that the car park was full of vehicles and for the first time he could not park. *Following discussion, it was suggested this be monitored.*

**13. Defibrillator:**

- a) Ogilvie Hall has agreed one can be sited on an outside wall at the entrance to the main hall. *Take to Full Council to discuss costs and decision.* **Action**
- b) Following discussion with the First Responders a Training course is to be arranged in the New Year

**14. Vandalism in Lawford:**

Reports of vandalism both in streets and play areas. This is to be tied in with Operation Quasar (*Further discussion to be had regarding Operation Quasar at Full Council 18/11/19*) **Action**

**15. Verges:**

Establishing ownership of verges is ongoing (*maps from Trevor Mills circulated again, together with link to interactive map*) **Action**

**16. Parish Meeting 2020:**

*Working Parties first meeting will be held January 6<sup>th</sup> at 6pm.*

**17. Illegal Parking:**

The Considerate Parking initiative have been emailed as neither NEPP or the police appear to be able to deal with this. They have responded and are aware of the problem (email circulated)

**To be followed up**

**18. Contract to empty Council's bins;**

- a) For discussion: Cllr Thurlow has carried out a survey and made suggestions which has been circulated for councillors' comments. *Discussed at item 7b)*

**19. Riverview:**

- a) Purchase is ongoing – last update 24/10/19 when documents requested by Council's Chairman were received. *Cllr Guglielmi requested to report on what is holding up the purchase.* **Action**
- b) Provision of a 'No Dogs' sign in the Play area. (*History: complaint from resident about dogs being present and teenagers hanging around in under 7's play areas at 3pm, littering, dog mess, and the youths generally being abusive and causing a nuisance. Clerk advised resident council is limited in its actions.*) *Advised by council's Handyman there is no sign therefore one to be ordered.* **Action**

**20. School Lane:**

- a) Replacing/renovating Tennis Courts – 3G pitch. *Cllr Thurlow advised he will be attending a meeting about this tomorrow (5/11/19) and will circulate before Full Council in order that a decision be made regarding the Tennis Courts.* **Action**
- b) Replacing removed item of play equipment for under 7's – *update Cllr V Guglielmi*

- c) *If feasibility study has been carried out at 20a above - council to look at a plan for replacing Old, out of date older children's equipment at School Lane. To Full Council* **Action**

**21. Strawberry Fields/Summers Park - New Play Area:**

- a) Update regarding work start date to join up paths at Riverview/Summers Park and Grant funding – *Cllr Thurlow advised he is waiting to hear regarding the Grant Funding application.*
- b) Resident has requested the removal of a 'Tree' encroaching on their garden fence. TDC advise there is no TPO and following a site visit by Cllr Thurlow it has been established this is a large bush and not a tree, and likely to be a 'self-seeded bush'. Resident has cut down to within 2ft of the ground and is requesting the roots be removed. This area forms part of the Northern Area of Strawberry Fields handed over to LPC on 28/1/19. Council's Handyman has cut down to ground level and cleared the area. A quote will not be obtained to remove the remaining root system as there is the possibility of subsidence. *Council's Handyman will manage the bush.*

**22. Structural Testing of Street Lights:**

Company have been instructed and work is likely to begin end of the year/beginning of next year.

**23. Website and IT:**

Hugh Frostick of VCS Websites has begun work (in the background) on Council's Website. The Clerk will become involved following the last meeting in November, when her time can be allocated to this.

**24. Footway Repairs:**

- a) Quote requested to clear the grass bank at the top of Cox's Hill which masks part of the footpath. Cllrs Barrett and Council's Handyman to visit to establish if this is a Public Safety hazard. **Action**
- b) Member Led Footway Repairs programme – *Cllr Woods advised this has been passed to Cllr C Guglielmi.*
- c) Request from a resident for a Bus Stop sign at the bottom of Wignall Street (*on the side where the old Public House used to be*) Buses are not stopping causing older residents much distress. *Council to request a Bus Stop.* **Proposed:** Cllr Adcock-Jones **Seconded:** Cllr Thurlow **Approved**

**25. Layby A137:**

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 to be requested from Cllr C Guglielmi* **Action**

**26. Existing Highways Schemes and Public Transport and associated issues:**

Cllr C Guglielmi has been requested to provide updates following Cllr Langstone's resignation.

*Update to be requested from Cllr C Guglielmi* **Action**

**27. VAS:**

Awaiting results of a meeting held in October to discuss reduction of speed on Cox Hill before a decision as to the permanent site for the VAS is made. *Update to be requested from Cllr C Guglielmi* **Action**

**28. Matters to be raised by members for the next agenda:**

**None**

The next **Public Realm Meeting** is scheduled for **3 February 2020**

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