

## Lawford Parish Council



**Minutes of the Lawford Parish Council meeting held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 18 November 2019 at 7.15pm.**

### Present:

Councillors Adcock-Jones (Chair), Pretty, Payne, Thurlow, Barrett, Kinsmore, C Guglielmi and V Guglielmi  
Clerk: Mrs Peachey

### Also in attendance:

0 Members of the press  
6 Member of the public

### Apologies:

Cllrs Miles and Woods

### 59/2019 Presentation:

A presentation was made to Julie Langstone in recognition of her loyal service to Lawford and the Council. Council wished her well for the future.

### 60/2019 Minutes of the Previous Meetings:

The minutes of the Council meeting held on **14 October 2019** were approved and signed by Cllr Adcock-Jones.  
**Proposed:** Cllr Pretty **Seconded:** Cllr Guglielmi **Approved**

### 61/2019 Actions from the previous meeting:

Report on Actions and Progress:

Clerk to post cheques	Completed
Ask Cllr Woods if she wished to join the Working Party to arrange the Parish Meeting	Completed
<i>Cllr Guglielmi will make further enquiries regarding the Specials Scheme being on hold</i>	See item 6
<i>Clerk was asked to enquire of Lawford Surgery if they have a defibrillator (advised there is a defibrillator, see circulated email)</i>	Completed
Cllr Pretty to enquire of Ogilvie Hall's Committee if a defibrillator could be sited at the hall with LPC purchasing the defibrillator.	Completed
<b>B/fwd from October Minutes:</b>	
Meeting being held in October to discuss reduction of speed on Cox Hill. Suggested a decision as to the permanent site for the VAS be held over until a decision had been made about speed reduction. <i>Cllr C Guglielmi to advise outcome of meeting then siting VAS can be taken forward (Awaiting results of survey)</i>	Update from Cllr C Guglielmi
Cllr Pretty to approach Ogilvie Hall ref siting a Bird Box – <i>agreed but require more information and Swift project approached ref this.</i>	Completed

### 62/2019 Declarations of Interest:

Cllr V Guglielmi – finance (item for Mrs Langstone)

### 63/2019 Operation Quasar:

Sgt Simon Tattersal provided Council with information on the above operation:

1. It was first set up in Brightlingsea and born out of the 'Feet on the Street' campaign
2. Rural public want to see a Police presence
3. Brightlingsea funded Summer and Christmas with PC's walking the local area and visiting Public houses and Shops.
4. With Match funded PCSO's council would pay for holiday and sickness.
5. Operation Quasar detail:
  - i. Council pay for the hours police are on patrol
  - ii. £2,500 would provide council with approximately 3 x 8-hour shifts per week for 4 weeks.
  - iii. It is suggested Council bank £2,000 to ensure if something happened the Police could react immediately.
  - iv. It would not just be PC's in uniform. Relevant divisions of policing would be involved dependant on the problems the community are facing. It could be plain clothes, dog unit or even a firearms unit to perhaps attend a special event and interact with the public
  - v. Officers are handpicked for overtime to cover the Parish, and would be local to the area
  - vi. It was suggested Parishes should work independently as it could become too complicated although not impossible.
  - vii. **The process is to advise Sgt Tattersal that council wish to proceed, he will raise an invoice for LPC and then a decision is made as to when and how patrols are required**, with the suggestion that initially Patrols are 'high vis' so that residents become aware of their presence.
6. *Cllr C Guglielmi asked if there would be enough resources should a number of Parishes take up this option* - Sgt Tattersal advised this is a pilot scheme within Tendring, and Brightlingsea have been the first Council to join the scheme, Lawford would be the second, but he believed there would be the resource to honour commitments. The Pilot is on a review basis.
7. *Cllr C Guglielmi asked if police would ever be removed to go elsewhere* – Sgt Tattersal advised that occasionally and office might be abstracted if there were a high-profile incident such as a murder but immediately they are recalled, funding from the Parish would stop.

Council were keen to proceed with the scheme and would discuss the detail and respond to Sgt Tattersal in due course.

**Action - Councillors**

### 64/2019 Reports from:

- a) The District Councillor – not present
- b) The County Councillor
- c) Crime report

Reports were circulated and discussed. All will appear on Council's website and copies are available from Council's office.

### 65/2019 Manningtree, Mistley and Lawford Councils:

No items for discussion

**Note:** *order of agenda amended for this meeting to enable council to consider any additional spending agreed at item 9, when agreeing the budget (item 10b)*

### 66/2019 Public Realm: (Meeting held 4 October 2019)

- a) To approve minutes of the **Public Realm** meeting held **2 September 2019**.

**Proposed:** Cllr Pretty **Seconded:** Cllr Thurlow **Approved**
- b) School Lane - Football Club/Tennis Court project (*information had been previously circulated*) Cllr Thurlow updated council advising the Football Club are very keen on a 3G Pitch but the original reason

for instigating the installation was to utilise the Tennis Courts. However, this is not now popular with the club, instead preferring an area near to the car park. Council were advised the pitch lasts for approximately 15 years and will then need replacing. The project cost will be approximately £500,000.00 if feasible. A feasibility study will cost £3,500.00 but once started the process has to be followed through to fruition, with the total cost of a study being in the region of £12,000.00.

*Council agreed they were happy for the club to go ahead with the feasibility study but it must take into account both sites (near the car park and the Tennis Courts) with the provision of a path should the Tennis Courts be used. Cllr Thurlow will compose a letter to that effect that will be sent to the Football Club. The wording is to be approved by Council before being sent.*

**Proposed:** Cllr Adcock-Jones **Seconded:** Cllr V Guglielmi **Approved**

- c) Decommissioned Tennis Courts – Cllr Thurlow advised council it would cost approximately £20,000 to return the Tennis Courts back to grass if it does not form part of the 3G Pitch. It was agreed if it did not form part of the Football Club plan for a 3G pitch Council would put it back to grass.

**Proposed:** Cllr Adcock-Jones **Seconded:** Cllr V Guglielmi **Approved**

- d) Swift Boxes – Manningtree have asked for a representative councillor to step forward to join the committee where the queries raised by LPC will be discussed. *Cllr Pretty stepped forward to represent Lawford PC*

**Action – advise Manningtree**

- e) 1 Constable Close - letter sent 16/10/19 regarding overgrown hedge. No action taken to date by resident. Cllr Pretty advised the resident is not at the property. It was agreed council will write to the resident advising it will be trimming the hedge back. Cllr Adcock-Jones will obtain a contact address from the Land Registry. Clerk was requested to ask the Handyman if he would be able to trim the hedge.

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

**Action – Clerk & Cllr Adcock-Jones**

- f) Receipt of free Saplings – the small urban pack is a mixture of 5 Crab apple, 5 Hazel and 5 Field Maple. To consider planting. *Following discussion, it was agreed Rose Builders should be asked if they wanted the trees to replace dead ones.*

**Proposed:** Cllr Adcock-Jones **Seconded:** Cllr V Guglielmi **Approved**

**Action**

- g) Manningtree Museum and Local History Group are looking into replacing 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 C Guglielmi **Seconded:** Cllr Kinsmore **Approved**

- h) Ogilvie Hall has agreed that a **defibrillator** can be sited on the outside wall taking up an electric feed from the automatic doors. *Following discussion, it was agreed £1500.00 should be set aside in the 2020/21 budget to purchase a defibrillator.*

**Proposed:** Cllr V Guglielmi **Seconded:** Cllr Adcock-Jones **Approved**

**Note:** First Responders will provide a training course in the New Year. Date & Time to be arranged.

- i) 'No Dogs' sign for Riverview play area - £55 +VAT

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

- j) Replacing removed item of play equipment for under 7's at School Lane – *Cllr V Guglielmi updated council but it was decided to leave a decision until Spring ready for Summer use.* Take to Public Realm

**Action**

#### **67/2019 Administration: (Meeting held 4 October 2019)**

- a) Cllr Adcock-Jones read the resignation letter sent by Cllr Brown. *Clerk was asked to send a letter of thanks to Sue Brown and to instigate Co-option to fill the vacancy.*

**Action**

- b) To agree Council's Budget

i. To include the cost of a defibrillator - £1,500.00

ii. Grant to maintain the Churchyard; Rev Simon Heron was present and advised the churchyard is for public use and is owned by the vicar in his capacity of office holder. Rev Heron highlighted the Local Govt Act 1972 s 214 which says *Authority may contribute to providing or maintaining a burial site.* Cllr Adcock-Jones advised provision in the 1894 act over-rides it.

Cllr C Guglielmi moved a motion to give funds to the Church and Cllr V Guglielmi proceeded to second the vote. Cllr Adcock-Jones advised it was an unlawful vote and suggested council instruct Birkett Long to instruct a Barrister to investigate. Cllr C Guglielmi formally withdrew the motion and abstained from the vote. **Proposed:** Cllr Adcock-Jones **Seconded:** Cllr Thurlow **Approved**

**Action**

The budget was approved.

**Proposed:** Cllr V Guglielmi **Seconded:** Cllr Adcock-Jones **Approved**

**Action**

- c) On Site Training by EALC
- i. Number of Councillors wishing to attend
  - ii. Subjects council wish to be covered

Clerk was requested to ask EALC for three dates in the New Year when offsite training could take place. One on a Saturday and two evenings.

**Action**

- d) For consideration - meetings were arranged as follows for May 2020

- 11/05/20 - Planning
- 11/05/20 - Administration
- 14/05/20 - Parish Meeting
- 18/05/19 - Annual Council Meeting
- 18/05/19 - Full Council Meeting

There would be insufficient time to achieve statutory requirements. However, as the Bank Holiday had been changed from 4/05/20 to 8/05/20 council agreed to change the meetings due to be held on 11/5/20 back to 4/05/20.

**Action - Clerk to amend dates and book hall**

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

- e) New councillors have joined and there have been resignations since the Annual meeting in May when councillors determined which committees they wished to stand on, requirement to revisit (*previously agreed list circulated*) Cllr Barrett wishes to join the Public Realm Committee and Cllr Kinsmore wishes to join the Administration Committee.

**Action - Clerk to update and circulate list**

- f) Councils expenditure:

- i. The below list of expenditure was approved by Council.

Lawford Parish Council Expenditure November 2019		£
<b>Direct Debits</b>		
E-on Energy	Street Lights (Since new contract invoices were being received in arrears, but debited account in the due month. Have rec'd both October and November on time this month.	460.79
		476.14
E-on Energy	Tennis Courts	9.08
BT	Office Communications	54.28
Ogilvie Hall	Monthly Rent for the Parish Office	500.00
<b>Items of Expenditure to be approved and cheques signed by Councillors</b>		<b>£</b>
Monthly Salaries	Staff payments	1,074.93
Inland Revenue	Paid Quarterly June/Sept/December/March <b>Note: September chq stopped, wasn't received, replacement cheque issued Charge to stop cheque £5.00</b>	<b>1,043.68</b>
Dave Childs	Handyman	595.00
Mrs St James	GDPR	70.00
A&J Lighting	27/28 Stourdale	139.02
EALC	Good Councillor Guides	27.42
TDC	Election Expenses	230.52
Playquip	Supply & install Cradle swing - School Lane	283.20
Earth Anchors	Key for bins	13.14
Braiswick Photographic	New Councillor ID's	16.80
Cllr V Guglielmi	Gift for Cllr Langstone on her resignation	70.00
		<b>Monthly Spend £5,064.00</b>

**Proposed: Cllr Pretty Seconded: Cllr Barrett Approved  
Cheques to be posted - Action**

- ii. In line with audit guidelines (*approved at Full council August 2018*) Cllr Pretty verified invoices and the prepared cheques agreed, confirmed by initialling both cheque and invoice with green ink.

**68/2019 Planning:**

Applications received 11/11/19 (no meeting arranged for December 2019)

- a) **19/01677/TPO** Mr Russell Coward, 19 Parrington Way, Lawford, CO11 2LZ  
*T2 and T3 -lime trees. Remove excess growth up to 3m from the ground* No Objection  
**Proposed: Cllr Payne Seconded: Cllr V Guglielmi Approved**
- b) **19/01609/FUL** Ms Emma Hylton, 44 Gainsborough Drive, Lawford, CO11 2JU  
*Conversion of attached garage to living accommodation.* No Objection  
**Proposed: Cllr V Guglielmi Seconded: Cllr Thurlow Approved**
- c) **19/01667/FUL** Mr and Mrs D Spurgin, 45 Harwich Road, Lawford, CO11 2LS  
*Erection of two dwellings.* Objection
  - i. Over Development
  - ii. Not in Keeping
  - iii. If this is approved all other properties on the Land Settlement will attempt to do the same.
  - iv. This is Agricultural land - change of use will be required.

**Proposed: Cllr Payne Seconded: Cllr V Guglielmi Approved**

**d) Applications Determined**

<i>19/01498/NMA Application Turned Away 04.11.2019</i>	<i>Mr Will Vote - Rose Builders</i>	<i>Non-Material Amendment to approval of 15/00876/OUT for substitution of "Cornelia" house type for "Barbier" house type at plots 86-87, 90-93, 100-101. Proposed substitution of "Cornelia" house type for "Cornelia Variation" housetype at plots 54-57. Change of rear and side elevations, and internal layout to "Alexander" house type at plots 75-79.</i>	<i>Land East of Bromley Road Lawford Essex CO11 2HS</i>
--	-------------------------------------	--	---

**69/2019 Public Voice:**

- a) A member of the public updated council on the dismissed appeal for 110 homes at Grange Road  
*Cllr C Guglielmi thanked the member of public and the group that had fought the application*
- b) Council were advised that on Remembrance Sunday it is the Council that lay the first wreath.
- c) Council were advised TDC's Housing Strategy was still in the consultation period but unfortunately the 'link' was not working.
- d) Work should start on Honeycroft in the March
- e) A Public Petition is to be started to Review the Wards of Lawford, Manningtree and Mistley to have only one Parish/Town Council
- f) Bus Stops on Cox Hill were requested and a scheme was put forward but not fulfilled Cllr C Guglielmi will take this up again

**70/2019 Other Meetings Attended by Councillors**

- a) Cllrs Payne and Thurlow attended Collier & Catchpole's open day
- b) Cllr Payne attended the Mental Health Awareness course. The course information is with the Clerk if councillors wish to view the information.
- c) Cllr Thurlow confirmed he has ordered the refuse bins agreed at Public Realm.

**71/2019 Any other items** which the Chairman believes are urgent or worthy of debate.

- a) Planning applications have been received and an emergency meeting will be arranged
- b) The list of meeting dates for 2020 had been circulated and Ogilvie Hall's caretaker will be advised re the booking of the Small Hall

**The next meeting of Full Council will be held on 20 January 2020**

**Note: There will be no meetings in December unless required.**

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