

Lawford Parish Council



Minutes of the Lawford Parish Council Emergency Meeting held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 16 December 2019 at 6pm.

Present:

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

Apologies:

Cllrs Miles, Barrett and V Guglielmi.

72/2019 Minutes of the Previous Meetings:

To approve the minutes of the Council meeting held on **18 November 2019**.

Proposed: Cllr Payne **Seconded:** Cllr Pretty **Agreed**

73/2019 Actions from the previous meeting:

Report on Actions and Progress:

Clerk to post cheques	Completed
Council would discuss the detail of Operation Quasar and respond to Sgt Tattersal in due course. Action - Councillors	Ongoing
Advise Manningtree Cllr Pretty will represent Lawford PC for the Swift Boxes project	Completed
Cllr Adcock-Jones to obtain a contact address from the Land Registry	Unknown
Clerk was requested to ask the Handyman if he would be able to trim the hedge	Completed
Ask Rose Builders if they want the free saplings to replace dead ones	Completed
Take the decision to Replace the removed item of play equipment for under 7's at School Lane to Public Realm	Ongoing
Clerk was asked to send a letter of thanks to Sue Brown and to instigate Co-option to fill the vacancy.	Letter sent; Co-option ongoing
Council to instruct Birkett Long to instruct a Barrister to investigate grants to maintain Churchyard.	Refer to Clerk *
Budget/Precept information to TDC	Completed
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	Completed and emailed to Councillors
Clerk to amend dates for May 2020 meeting dates	Completed
Clerk to update and circulate list of Committees/membership	Completed

* Birkett Long suggested contacting Barristers, '42 Bedford Row' who are Direct Access. Clerk has emailed requesting costs and timings. Clerk awaits their response

74/2019 Declarations of Interest:

Cllr Adcock-Jones – item 76/2019 Braiswick Photography – ID Tag

75/2019 Operation Quasar:

Operation Quasar was discussed and the following approved;

- a) Council wish to proceed
- b) Council only wish to apply a budget of £300.00 per month until further notice (No allocation in the 2019/20 Budget)
- c) Council wish to start in January
- d) A spend of £5,000.00 has been allocated to Operation Quasar in the 2020/21 budget
- e) Council wish to start with the following being addressed:
 - i. Speeding on Cox's Hill and Wignall Street
 - ii. Issues at the School Lane playing field car park (youths congregating in their vehicles early evening to dusk causing a nuisance and littering). It has been arranged that Gates be locked at approximately 6.30pm but nuisance is occurring at other times.

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

Council wish to know if this will stop Community Police Officers patrolling the area?

Council has requested the two Community Police Officers attend a Lawford Parish Council meeting and introduce themselves.

Action - Clerk

76/2019 Administration:

- a) Councils expenditure:
 - i. The below list of expenditure was approved.

Lawford Parish Council Expenditure December 2019				
Direct Debits		Amount	VAT	£
E-on Energy	Street Lights	383.99	76.80	460.79
E-on Energy	Tennis Courts	7.81	0.39	8.20
BT	Office Communications	50.16	10.03	60.19
Ogilvie Hall	Monthly Rent for the Parish Office	500.00	-	500.00
Items of Expenditure to be approved and cheques signed by Councillors				£
Monthly Salaries	Staff payments	1,075.13	-	1,075.13
Inland Revenue	Paid Quarterly June/Sept/ December £1043.48 /March <i>Note: £1.02 interest charged by HMRC for late payment due to non-arrival of Sept chq qtr 2 (chq now stopped)</i>	1,044.50	-	1,044.50
Clerk - Expenses	Stamps and Batteries	19.96	-	19.96
Dave Childs	Tennis Courts	435.00	-	435.00
Ladywell Accounting	Payroll	75.00	-	75.00
Web of Life	Configure email account from emclient to Outlook, printer not working, installed Kaspersky Virus Protection	395.00	-	395.00
SLCC	Subscription <i>Note: to be approved by Council</i>	180.00	-	180.00
Royal British Legion	Poppy wreath £17 rounded up to £100.00 for donation	100.00	-	100.00
A&J Lighting	Stourdale Close	414.00	82.80	496.80
Braiwick Photography	Councillors ID Tag	6.00	1.20	7.20
Evergreen Office Supplies	Sign & Stationery	56.59	11.32	67.91
Playquip	Supply & install play log	956.09	191.22	1,147.31
BNP Paribas	Printer rental	66.00	13.20	79.20

	Monthly Spend	5,765.23	386.96	6,152.19
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Proposed: Cllr C Guglielmi **Seconded:** Cllr Payne **Agreed**

Note: Cllr Adcock-Jones abstained

Action: Clerk to post cheques

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

77/2019 Other items the Chairman believed worthy of debate.

- a) Cllr Adcock-Jones read a Thank you card received from Julie Langstone, recently resigned councillor.
- b) For the January Full Council Agenda;
 - i. To discuss Zebra Crossing at the Lawford Junior School in Long Road.
 - ii. To discuss parking situation in Lawford
 - iii. To support NALC in its response to the Home Office consultation on strengthening police powers to tackle unauthorised encampments. Response required to the NALC by 17 February 2020

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

Signature (Chairman):**Date:**