

## Lawford Parish Council



**Minutes of the Lawford Parish Council meeting held in the Main Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 19 November 2018 at 7.15pm.**

### **Present:**

Councillor – Langstone (Chair), Woods, Adcock-Jones, Payne, Brown, Pretty and Elkin

### **Also in attendance:**

0 Members of the press

4 Member of the public

### **Apologies:**

Cllrs C & V Guglielmi, Miles and Baker

### **64/1819 Minutes of the Previous Meetings:**

The minutes of the Council meeting held on **Monday 15 October 2018** were **approved**.

**Proposed:** Cllr Langstone **Seconded:** Cllr Payne **Agreed**

### **65/1819 Actions from the previous meeting:**

Report on Actions and Progress:

Clerk to post cheques	Completed
Residents raised parking issues. To be placed on December's Highways Agenda	On going
Objection to the Appeal by Gladman Homes – to Planning Committee	Completed
Funds available for Potholes. To December's Highways Committee Agenda	Ongoing
Replace vandalised Springer (Claim made and approved)	Completed
Purchase recommended computer	Completed
Specials – representatives have been put forward from the three councils for a working party	Completed
Clerk to advise Chelmsford Motor Club of its decision	Completed
Clerk to advise Birkett Long of Councils decision	Completed
Agreed there be no Council Meeting in December – Clerk to update Website and Noticeboards	Completed

### **66/1819 Declarations of Interest:**

- a) Cllr Langstone item 68/1819 f) expenditure

### **67/1819 Public Voice:**

- a) A resident of Summers Park advised ref Street Lights being out on Cox's Hill and that there are overgrown bushes impeding the pathway. Also highlighted; vehicles passing at speed were dangerous and there should be a 30mph speed limit along the length of the road. *Cllr Pretty advised council had taken the decision not to replace the LPC owned lights on Cox's Hill that became faulty as they are on the side of the hill without a footpath. Cllr Langstone advised LPC are in consultation with ECC regarding the speed limit. Cllr Brown gave the background to speed limits on the hill and advised Highways want a 4mph speed limit on the hill.*
- b) A resident highlighted the issue with speeding/parking on Long Road and enquired as to when the promised car park on Bromley Road (Lawford Green development) would be put in. *Clerk enquired of Rose Builders and has been advised; Rose Builders are required to provide the car park before the*

50<sup>th</sup> occupation, and based on the current programme this will be sometime in the Spring/Summer of 2020.

- c) Lorries using Long Road, concerns when children are entering leaving school with parking/mounting kerbs/speeding. Clerk to request the Police to carry out a survey.
- d) A resident from the Action Group against the Proposed Gladman Homes development gave an update on the position with the appeal for the proposed Grange Road development. 101 additional objections were made. Gladman have requested time to respond to issues raised in relation to Traffic and Highways, Archaeology and Biodiversity. The hearing is scheduled for 11 December 2019 at Weeley.
- e) District Cllr Coley advised he had attended the Committee Meeting at TDC regarding the proposed increase from 300 – 485 properties on the Long Road/Clacton Road, development in Mistley, sighting non-sustainability and an already identified 5year plus housing land supply. TDC has turned down the application to increase the housing.
- f) Cllr Coley has been co-opted to represent LPC with the Emergency Plan and gave an update: advising the working party has had a couple of meetings, much has been striped out of the old plan, as it is not the responsibility of Parish Councils. When the document has been finalised, it will go back to each of the three councils for approval.
- g) **Reports from:**
  - i. The **District Councillor** was *not present*
  - ii. The **County Councillor** – *not present but a report had been received from Cllr C Guglielmi and Cllr Langstone gave a brief overview*
  - iii. **Crime report for September** (*received from Cllr Baker and circulated*)  
(*Reports will be published on council's website*)

**For information;**

- h) Tendring Community Safety Partnership (TCSP) has put together a survey aimed at gathering people's views which will then be used to help shape the way forward. The survey is very quick and simple to complete and looks at how safe people feel during the day or after dark; has perception changed over the past year; have they or their family been a victim of crime; and what do they feel is the main source of crime in Tendring.

**To take part visit** [https://www.surveymonkey.co.uk/r/foc\\_2018](https://www.surveymonkey.co.uk/r/foc_2018). The survey will close at 11:30pm on 31<sup>st</sup> December 2018

- i) Cllr Langstone brought to councils' attention the consultation in relation to Libraries and proposed closures. The consultation begins 29 November 2018 and ends 20 February 2019/ She urged people to respond <https://libraries.essex.gov.uk/news/essex-libraries-draft-strategy-consultation/>
- j) **Police Specials Working Party;** Councillors representing the three parishes have been identified and will be arranging a meeting.

**68/1819 Finance:** (*Minutes circulated with Agenda*)

- a) **Donation** to British Legion of £83.00 and payment for wreath laid by Council on Armistice day £17.00, total of £100.00 **Proposed:** Cllr Langstone **Seconded:** Cllr Elkin **Agreed**
- b) **Grant request** from The Autumn Days Club – **proposed £100.00**  
**Proposed:** Cllr Brown **Seconded:** Cllr Pretty **Agreed**
- c) Pupils at Manningtree High School requested a **Grant of £100** to purchase 10 Plastic Policeman to place on roads where people are speeding **Proposed £100.00** with the request the High School attend the January meeting to give a presentation and bring an example of the 'Plastic Policeman'.  
*Councillors thought the pupil's enthusiasm to do something about the problem was commendable and asked that enquiries be made to see if they had other ideas*  
**Proposed:** Cllr Brown **Seconded:** Cllr Pretty **Agreed**  
**Action**
- d) **Budget for approval** – items i. and ii. below were taken into consideration

- i. Increase to facilitate repairs to ageing Street Lights (see circulated information from A&J Lighting and Invoices to date)
- ii. Gaps in the matting at Riverview – Council has been advised these are coming to the end of their life and to replace will be in the region of £2,535.00 to remove the mats and supply/install 32sqm of Wet Pour.

Following discussion council agreed to approve the proposed budget, which would increase the precept to **£88,989.00** an increase of 9.5% on last year. The increase being necessary with the knowledge that both Play Equipment and Street Lights within the parish are ageing and in need of attention/replacing.

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

- e) **New Office Computer:** Additional time/cost is being incurred by Mr St James. Council has asked for additional information and additional questions resulting in extra research.
- f) **Council's expenditure:**
  - i. Expenditure approved by Council.

<b>Direct Debits</b>		<b>£</b>
E-on Energy	Street Lights – Unmetered Supply	346.03
BT	Office Communications	60.00
Ogilvie Hall	Monthly Rent for the Parish Office	300.00
E-on Energy	Tennis Courts	8.17
<b>Items of Expenditure to be approved and cheques signed by Councillors</b>		<b>£</b>
Monthly Salaries	Staff payments	1,096.96
<i>Inland Revenue</i>	<i>Now paid quarterly</i>	
Dave Childs	Handyman	243.00
Landscape Services	Grass/Hedge Cutting	1,344.00
Playquip	Repairs	2,504.00
Evergreen Office supplies	Headset	119.52
Cllr Langstone	Memory Stick	17.00
A&J Lighting	Street Light repairs from April 2018	6,033.24
A&J Lighting	Contract Renewal	1,605.00
Royal British Legion	Wreath for Armistice Day	17.00
Royal British Legion	Donation	83.00
Manningtree School	Grant for Plastic Policeman	100.00
Autumn Days Club	Grant	100.00
Cllr Baker	Travelling Expenses	70.20
Cllr C Guglielmi	Travelling Expenses - appeared on Oct expenditure but claim not signed cheque not issued.	31.50
ASL	Printer costs	9.41
Mr St James	Work in connection with new computer	52.09
Mr St James	Payment for Computer and part fee- cheque signed and issued 24/10/18	479.00
Ladywell Accountancy Services	PAYE 2018/19	72.00
Mrs St James	32hrs worked to date	320.00
	<b>Monthly Spend</b>	<b>£14,928.12</b>
<b>FFF</b>		
Beeline	Bouncy Castle - invoice only just submitted following auditor query	2,610.00
	<b>FFF Spend</b>	<b>£2,610.00</b>

**Proposed:** Cllr Pretty **Seconded:** Cllr Brown **Agreed**

Clerk to post cheques – **Action**

**Note:** Cllr Langstone abstained from voting

- ii. **In line with audit guidelines** Cllr Woods verified invoices and prepared cheques agree, **confirmed by initialling both cheque and invoice with green ink.**

**69/1819 Planning:** (*Minutes circulated with Agenda*)

- a) **The Grange Road appeal;** Cllr Baker submitted comments on behalf of LPC

**For Approval:**

- b) **Received 05/11/18**

18/01808/FUL, Mr & Mrs Corrigan, 29 Milton Road, Lawford, CO11 2EG

*Two storey and single storey front and rear extensions.*

**No objection**

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

- c) **Received 12/11/18**

18/01795/FUL Ms D Fuller 52 Harwich Road, Lawford, CO11 2LS

*Proposed single storey extension and replacement of flat roof with pitched roof following demolition of conservatory.*

**No objection**

**Proposed:** Cllr Woods **Seconded:** Cllr Payne **Agreed**

**Action – Clerk to post to Planning Portal**

**70/1819 Highways and Transport:** (*No meeting held since last Full Council*)

- a) Response requested to the proposed Temporary Road closure on Sunday May 19<sup>th</sup> 2019 from 10am – 10.45am to facilitate 5k and 10k runs. Following discussion council agreed it **could not support this request.** Councillors who live in the area advised the affected roads are very busy even on a Sunday and to close them would cause immense disruption for residents. Councillors were also disgusted that Tendring District Council did not know the roads affected were in the Parish of Lawford. **Proposal not to support the request.**

**Proposed:** Cllr Langstone **Seconded:** Cllr Brown **Agreed**

**Action**

**71/1819 Amenities:** (*No meeting held since last Full Council*)

- a) Purchase of Riverview; correspondence received from Birkett Long LLP was discussed in relation to the correct wording of the Overage Clause, Burkett Long are encountering difficulties with the correct wording of the Clause, Cllr Adcock-Jones is of the view that this does not require action by LPC. In addition, Cllr Adcock-Jones advised there were two updates:
- i. *Right of access - Burkett Long advise that TDC cannot guarantee that Hey & Croft had not exercised their rights of access over Riverview. Councillors advised the meeting Hey & Croft went out of business many years ago. Cllr Adcock-Jones advised he would not therefore be overly concerned.*
  - ii. *A rent review appears to have occurred in respect of part of the land that is leased to ECC, after purchase LPC would be landlord to ECC in respect of rental at £360.00 per year. Again Cllr Adcock-Jones was not overly concerned."*
- b) Insurance Claim - ref: 5163198 alleged trip incident Waldegrave Way – Cllr Adcock-Jones advised a breach of statutory duties would be difficult to prove. Cllr Adcock-Jones asked that copies of documents from council's solicitors be obtained so he can review them. **Action - Clerk**

**71/1819 Personnel, Policies and Regulations:** (*Minutes circulated with Agenda*)

- a) Cllr Smith tendered his resignation with immediate effect earlier in the month. Council is unable to co-opt within 6months of an election. Council asked that a letter of thanks be sent to Mr Smith and that he is wished well for the future. **Action**

- b) Moving of the VAS – Cllr Langstone has carried out a Risk Assessment and is appalled at the weight of the VAS and the dangers encountered when moving it. To be discussed further at the Highways Committee meeting. **Action – Highways Committee Agenda**
- c) **For Information:** revision of the Code of Conduct - it has been proposed LPC do not take up TDC's policy but work from the EALC/NALC policy. The Clerk and Cllr Langstone will draft the policy.
- d) Talent Contest – it was felt this might bring the community together and it was felt this should be discussed further in the hope the 'New' Council may take it up following the elections in May. Another suggestion to bring the community together was to have free tea and coffee in the new Community Office (when taken over). Both suggestions would be further discussed by the Amenities Committee. **Action – to Amenities Committee**
- e) Parish Meeting – Cllr Langstone updated council on ideas and progress. An advertisement will appear in the December 'In Touch' magazine. Participants will need to complete and application form this year. As places are limited council wants a diverse representation of what Lawford has to offer.

**72/1819 Other Meetings Attended by Councillors**

- a) Meetings attended:
  - i. TDC Local Highways Panel
  - ii. TDC Transport Liaison Group
  - iii. Transport Meeting of 30/10/18

*Reports have been circulated and will be published on council's website*
- b) Cllr Brown and the Clerk will attend an 'Elections' course at Dunmow on 29 November 2018

**There being no further business the meeting ended at 8.40pm.**

**PLEASE NOTE; there will be no Full Council meeting in December. The next meeting of Full Council will be on 21 January 2019**

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