

## Lawford Parish Council



**Minutes of the Lawford Parish Council meeting held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 17 June 2019 at 7.15pm.**

### Present:

Councillors Langstone, Adcock-Jones, Brown, Woods, Pretty, Miles, C and V Guglielmi (arrived 7.36pm)

### Also in attendance:

0 Members of the press  
3 Member of the public  
1 District councillor

### Apologies:

None

### Additional Items:

- Cllr Langstone expressed condolences at the death of Brian Rolfe M.B.E and Honorary Freeman of Lawford. Brian was Chairman of Lawford Parish Council for 25years and a Parish Councillor for many more years. He was instrumental in many projects that have enabled the residents of Lawford to enjoy their village. Brian gave his time willingly and freely to help others and was awarded an M.B.E in 2015 for his work in setting up the Tendring and Colchester Crossroads Service. He will be greatly missed by his family and all who knew him.  
***Council stood for a minute's silence to mark the passing of a true gentle-man of the community.***
- Godfrey Payne, who decided to stand down as Parish councillor at the last Parish elections, was in attendance, and Cllr Langstone thanked him for his long and dedicated service to Lawford and wished him and his family well for the future, presenting him with a gift from Council to mark his service.

### 12/1920 Minutes of the Previous Meetings:

The minutes of **20 May 2019** were approved.

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

### 13/1920 Actions from the previous meeting:

Report on Actions and Progress:

Clerk to post cheques	Completed
Public Voice be moved to the end of the meeting for the month of June and to reassess following the meeting.	Completed
Notify Playquip they can continue with the repair of the Cone Climbing Frame	Completed
Notify Rose Builders they can go ahead with roof repairs to the Football Club	Completed
Co-opting Councillors advertisements to be placed in 'In Touch', facebook and the paper	Completed
Replanting the verge in Colchester Road – taken to Public Realm	Completed

### 14/1920 Declarations of Interest:

- a) Cllr Langstone – expenses 17/1920 a)
- b) Cllr Pretty – Ogilvie Hall increase in rent 17/1920 a)

- c) Cllr C Guglielmi – Riverview forms part of his Portfolio

**15/1920 Reports from:**

- a) The District Councillor  
 b) The County Councillor  
 c) Crime report

*Reports will be published on council's website and hard copies are available on request.*

**16/1920 Manningtree, Mistley and Lawford Councils:**

- a) Manningtree Library: a closed meeting was held on 13 June 2019 at Ogilvie Hall and following discussions it was decided not to submit an expression of interest.
- i. Cllr Woods raised concerns that councillors were not informed of the meeting or the discussions that took place instead finding out about the meeting in a local paper. Those present at that meeting agreed that in hindsight council should have communicated to all three parish councils
- b) Pursuing the amalgamation of Lawford, Mistley and Manningtree Councils – councillors from the three parishes have agreed to meet regularly. Following discussion at the initial meeting concern was expressed that councils would lose their identity but meetings will continue.
- c) It was hoped a representative from TDC would attend July's Council Meeting to respond to question both about the amalgamation of councils and the reduction of councillors but the Clerk has been advised there will be no one available on that date. The Clerk will arrange an alternative date.

**17/1920 Finance, Personnel, Policies and Regulations: (No meetings held since last Full Council)**

a) **Council's expenditure:**

Previously agreed increase in office rental from £300.00 to £500.00, the additional amount being paid by cheque until the STO can be amended

<b>Direct Debits</b>		<b>£</b>
E-on Energy	Street Lights – Unmetered Supply	342.08
E-on Energy	Tennis Courts	8.03
BT	Office Communications	42.00
Ogilvie Hall	Monthly Rent for the Parish Office	300.00
<b>Items of Expenditure to be approved and cheques signed by Councillors</b>		<b>£</b>
Monthly Salaries	Staff payments	1,074.93
<i>Inland Revenue</i>	<i>Paid Quarterly</i>	1,088.34
Dave Childs	Handyman	300.00
BNP Paribas	Printer rental	79.20
Landscape Services	Grass Cutting - Invoice 881, 894, 900	1,764.00
Councillor Langstone	Godfreys gift, cards and travel expenses	73.77
Playquip	Repair of Cone	893.40
Evergreen Office Supplies	Stationery	139.65
Ogilvie Hall	Approved increase in Office rental (Sto to be updated)	200.00
<b>Monthly Spend</b>		<b>£6,305.40</b>

**Proposed:** Cllr Pretty **Seconded:** Cllr Miles **Agreed**

*Note: Cllr Langstone had declared an interest*

- i. In line with audit guidelines Councillor Brown verified that invoices and the prepared cheques agreed, confirmed by initialling both cheque and invoice with green ink.
- b) Confirmation '**Councillors Information Pack**' has been read, was to be returned by 15 July 2019. Cllrs Woods and Brown returned forms. Cllr Miles and Pretty remain outstanding.

*Note: Updated Committee Terms of Reference have been issued and an updated Emergency Plan will be issued shortly*

- c) Councillor Training – Mistley are looking to arrange bespoke training for councillors and have extended an invitation for both Manningtree and Lawford to join with them. *Councillors were keen to be involved in Mistley's bespoke training.* **Action**
- d) Going Green initiative:
  - i. It was proposed copies of agenda's, minutes and reports, that rarely get used and are thrown away the day following a meeting, no longer be printed. If due to extenuating circumstances Councillors are unable to print Agenda's etc they should email the Clerk before 12.30 on the day of the meeting, and request copies be printed for them.
  - ii. Cllr Woods provided information and photographs of an initiative to plant wild flowers on verges. Take to Public Realm for discussion. **Action**

#### **18/1920 Planning: (Meeting Cancelled no applications)**

- a) **For information only:**
  - 19/00782/LUPROP Mr D D'Silva, 266 Colchester Road, Lawford, CO11 2BU  
*Proposed loft conversion, including a rear facing dormer and front facing roof lights.*
- b) **Received 10/06/19**
  - 19/00769/FUL S and T Electrical, 5 Riverside Avenue West, Lawford, CO11 1UN  
*First floor front extension and alterations, including raising roof to form 2 internal office suites.* **No Objection Proposed: Cllr Miles Seconded: Cllr Woods Agreed**
  - 19/00820/TPO 5 Lawford Place, Lawford, CO11 2PT  
*1 No. Holly - remove dead stem, 1 No. Ash – remove*  
**No Objection Proposed: Cllr Miles Seconded: Cllr Adcock-Jones Agreed**
- c) **Determinations since last Planning Meeting:**
  - 19/00211/FUL – Approval – Full, Delegated Decision  
Rose Builders Land East of Bromley Road Lawford CO11 2HS  
*Re-location of approved electrical substation (retrospective) and parking spaces.*

#### **19/1920 Public Realm:**

- a) *Cllr Langstone gave a resumé of the minutes from the first meeting of the committee, held on 3 June 2019 highlighting the following:*
  - iii. *A137 layby has been agreed/passed.*
  - iv. *Highlighted - new housing should be take into account when looking at the budget for bins*
  - v. *Councillors were enthusiastic about arranging events with Manningtree and Mistley for both VE day and the Frankenberg Partnership, but Clerk is waiting for a response following their respective council meetings.*
  - vi. *Cllr C Guglielmi advised the Public Realm Committee to send a list of footway repairs to him despite being concerned about fitting criteria.*
  - vii. *Council were advised a lorry has struck the Railway b ridge and repairs were being carried out and delays may occur.*
- b) Purchase of Riverview – further discussion took place reference the terms, following receipt of an email from Councils solicitors again highlighting the Terms of the Agreement.  
**Details as follows:** *The overage would apply to anyone who becomes the owner of the Property and will always apply to the property.*

*In respect of the amount of the overage payment the clauses are still in draft and therefore the final report will be more specific, but largely Council have to pay 50% of the gross proceeds of sale less the purchase price currently being paid (which essentially means that Tendring District Council get 50% of the uplift in value when/if the property is sold).*

*For example, if the property is kept as bare land and then sold in 50 years for £100,000. Council's legal fees are £1,000. The gross proceeds of sale are therefore £99,000. £99,000 less the purchase*

price Council are currently paying (£33,000) = £66,000. Council would then have to pay 50% of that £66,000 to Tendring District Council (being £33,000). The purchaser would then have to pay average on any future sale and so on.

Following discussion about it being council's wish that the land never be sold and remains an open space for eternity, it was **proposed** by Cllr C Guglielmi that council **agree to the terms** and **Seconded** by Cllr Pretty. Cllrs Adcock-Jones and Woods were against the proposal and Cllr Langstone abstained. Five councillors voted in favour.

**Approved  
Action**

- c) To formally agree the use of the School Lane Playing Field for the Annual 5 a side match on 7 July 2019. **Proposed:** V Guglielmi **Seconded:** Cllr Pretty **Agreed**
- d) Overnight Parking at the Riverview Car Park was discussed as a number of vehicles have been parking overnight due to parking on Colchester Road being difficult. Parish council Byelaws prohibit overnight parking and when purchase of Riverview is completed and the planned upgrade to the car park is carried out, the car park will be locked overnight. The car park will be closed 26 August 2019, August Bank Holiday. Council will give one months' notice regarding the closure.

**20/1920 Public Voice:**

- a) Nothing raised.
- b) It was agreed Public Voice should remain at the end of the meeting in July when a decision would be made as to whether it remains at the end of the meeting or it returns to the beginning.

**21/1920 Other Meetings Attended by Councillors**

Nothing attended

**The next meeting of Full Council will be held on 15 July 2019.**

There being no further business the meeting closed at 8.38pm

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