

Lawford Parish Council



Minutes of the Lawford Parish Council meeting held in the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG on Monday 16 September 2019 at 7.15pm.

Present:

Councillors Adcock-Jones (Chair), Miles, Pretty, Woods, C Guglielmi and V Guglielmi (*arrived 7.25pm*)

Clerk: Mrs Peachey

Also in attendance:

0 Members of the press

6 Member of the public (*includes 3 members to be co-opted*)

Apologies:

Cllr Brown

34/2019 Resignation of Cllr Langstone:

Cllr Adcock-Jones read Cllr Langstone's letter of resignation. Council spoke of the huge amount of work Cllr Langstone had done whilst a Councillor and the enthusiasm with which she approached the work.

Cllr Adcock Jones **proposed** Cllr Langstone's resignation be accepted. **Seconded:** Cllr C Guglielmi Agreed
Clerk was asked to write a letter of thanks to Mrs Langstone. **Action**

35/2019 Election of Chair

Following the resignation of Cllr Langstone, Cllr Adcock-Jones was elected Chairman.

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

'Acceptance of the Office of Chairman' signed.

36/2019 Election of Vice Chair:

Cllr Woods was proposed as Vice Chair.

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

37/2019 Co-option to fill council vacancies:

a) Candidates for Co-option read their statements (3minutes per candidate)

- Mr Terry Barrett,
- Mr David Thurlow and
- Mr Godfrey Payne
- Mr Mark Kinsmore

To be noted: apologies received from Mr Kinsmore, long standing commitment – co-option being taken forward to meeting on 14/10/19 (date changed from 21/10/19 as council would not be quorate)

b) Cllr Adcock-Jones thanked candidates for their statements and proposed all be Co-opted

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

There followed a short Recess - allowing Co-opted Councillors to sign Acceptance of Office and the Confirmation of adherence to the Members Code of Conduct in the presence of the Clerk.

Cllrs Payne, Thurlow and Barrett took up their seats and the meeting resumed

38/2019 Minutes of the Previous Meetings:

The minutes of the Council meeting held on **15 July 2019** were approved and signed by Cllr Adcock-Jones

Proposed: Cllr Woods **Seconded:** Cllr Pretty **Approved**

39/1920 Actions from the previous meeting:

Report on Actions and Progress:

Clerk to post cheques	Completed
Purchase of refuse bin (referred to Public Realm due to design/position)	Ongoing
Request a post survey of all LPC lamp posts from A&J Lighting	Completed
Request A & J Lighting to inspect all the lights along Coxs Hill <i>Note: this has been done as part of the Annual Inspection</i>	Completed
Advise Church ref Grant Funding	Completed
Website discussion to be taken to Public Realm	Completed
Cllr Pretty to approach Ogilvie Hall ref siting a Bird Box.	Meeting not yet held by Ogilvie Hall Management.
TDC to be approached to ascertain which sites are owned by Lawford PC. Note: Mr Mills cannot attend meeting but met with the Clerk 28/08/19 and provided relevant information	Ongoing
Approach ECC to permanently site the VAS	Ongoing
Vegetation – hazard in area of the Station. Note Clerk has approached Greater Anglia who will only deal with certain areas, other areas have been reported to Highways. There is a health & safety issue for council’s handyman to carry out work at the area this side of the bridge. He has not the authority to close the road and cannot park his van to give him protection. The Brantham side cannot be done until the roadworks are completed as he cannot access the layby where he would normally park his vehicle to carry out this work. <i>Clerk to write a letter and CC Cllr C Guglielmi</i>	Ongoing
Issue raised regarding this year’s Car Rally suggesting the route had been altered. Note: Clerk made enquiries and the route was as published and there were no deviations. Organisers will attend September meeting to discuss 2020’s event.	Completed

40/2019 Declarations of Interest:

Cllr C Guglielmi declared he is the alternate TDC Director on the North Essex Garden Community Board

41/2019 Reports from:

- a) The District Councillor
- b) The County Councillor

Both reports given by Cllr C Guglielmi

It was highlighted that Lawford had been badly affected from the new waste collection process. Rounds had been reduced from 8 to 5 all with new crews. Recycling had gone up. TDC will concentrate on a snagging list. TDC will concentrate on a snagging list and Cllr C Guglielmi will update council at its next meeting.

- c) Crime report

Note: all reports will be published on council’s Website.

42/2019 Manningtree, Mistley and Lawford Councils:

Council discussed the discovery of a blade (knife without a handle) at Summers Park earlier this month. This had been reported to Pat Smith PCSO. Council requested the subject of Specials being engaged in association with Manningtree and Mistley be placed on the next Agenda and that the report from the meeting held with Keith Simmons be sent to both Manningtree Town & Mistley Parish councils. **Action**

43/2019 Administration: (No meeting held since last Full Council)

- a) It was agreed that as council may not be quorate for the October meetings, they would be brought forward. The date for committee meetings to 30 September 2019 and Full Council to 14 October 2019.
Proposed: Cllr V Guglielmi **Seconded:** Cllr Woods **Approved**
- b) To formally approve £5,000.00 budget for Public Realm (previously allocated to Amenities Committee, terminated at the 20/05/19 meeting) **Proposed:** Cllr Miles **Seconded:** Cllr Woods **Approved**
- c) **Love Your Library event – 28 September 2019:** donation of £100.00 was suggested. *Council had requested further information concerning who funds would be paid to, but as no response has been received the donation could not be approved.*
Proposed: Cllr Adcock-Jones **Seconded:** Cllr Miles **Agreed**
Note: Cllr C Guglielmi abstained

- d) **Council's expenditure:**
i. Council's approved expenditure.

Direct Debits		£
E-on Energy	Street Lights	476.14
E-on Energy	Tennis Courts	7.71
BT	Office Communications	51.16
Ogilvie Hall	Monthly Rent for the Parish Office	500.00
ICO Fee	DD approved in August, DDR debits account in September	35.00
Items of Expenditure to be approved and cheques signed by Councillors		£
Monthly Salaries	Staff payments	1,074.93
<i>Inland Revenue</i>	Paid Quarterly June/Sept/December/March	1,043.68
Landscape Services	Grass Cutting - Invoices 974 & 983	1,224.00
Dave Childs	Handyman	425.00
Clerk	Stamps	18.30
Evergreen Office Supplies	Refuse bags	32.83
Rose Builders	Repair to Football Club roof	408.00
Mrs St James	GDPR	120.00
BNP Paribas	Printer	79.20
Monthly Spend		£5,495.95

Proposed: Cllr Miles **Seconded:** Cllr Woods **Agreed**
Clerk to post cheques **Action**

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

44/2019 Planning:

Received 2/09/19 reviewed at Planning, formal approval required

- a) **19/01925/TPO - 25** Lawford Place, Lawford, CO11 2PT

2 No. Monterey Cypress and 1 No. Holm Oak - crown lift by 2 metres and remove dead wood.

- b) **19/ 01926/TPO - 7** Lawford Place, Lawford, CO11 2PT

1 No. Acacia – Fell

Proposed: Cllr Miles **Seconded:** Cllr Woods **Agreed**
Action – Clerk to post responses

45/2019 Public Realm:

- a) The minutes of the meeting held on 3rd June 2019 were agreed.

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

- b) Clarification requested from representative of 2020 Tendring Rally:

- i. Council were advised Hungerdown Lane was the intended route between stages at the 2019 event. Cllr Thurlow asked if that were the case why were residents not informed. The meeting was informed residents had been notified. It became apparent that not all residents had been advised. Following further discussion which highlighted the use of the road for dog walkers, children and horse riders, it was agreed the cars would be diverted and use Tile Barn Lane.

Although there are less residents, the lane is still used for dog walking and horse riding. It was proposed a Marshall be installed.

- ii. Is Hungerdown Lane intended to be used for the 2020 Rally? *See above response*
- c) It had been decided **not to sell the VAS** and instead establish a location where it could be permanently sited. **Proposed:** Cllr Adcock-Jones **Seconded:** Cllr Miles **Agreed**
Clerk requested to contact ECC and get permission to permanently site VAS. Cllr C Guglielmi advised a meeting is being held in October to discuss reduction of speed on Cox Hill and suggested a decision as to the permanent site for the VAS be held over until a decision had been made about speed reduction.
Cllr C Guglielmi to advise outcome of meeting so that this can be taken forward - Action
- d) **Propose Structural Testing of Street Lights** cost of £10.87 per lamp post (council has 112 posts – cost £1,217.44). **Proposed:** Cllr C Guglielmi **Seconded:** Cllr Miles **Agreed - Action**
- e) **Additional bins:** (handyman has confirmed he will empty any bins that exceed councils' contract with TDC)
 - i. Change of approved bin to accommodate installation on grass – the site suggested by Mrs Langstone was ditch side, (on the left) walking from Strawberry Ave, roughly as you are entering the park.
 - ii. Dog bin required for the other end of the ditch – both handyman and Mrs Langstone have highlighted the need.

Cllr Thurlow was given approval to determine suitable options and Clerk will order same. Council . approved a budget of £1,500. **Proposed:** Cllr Adcock-Jones **Seconded:** Cllr V Guglielmi **Agreed**

46/2019 Public Voice:

- a) A member of the action group updated Council on the Planning Application for 110 houses in Grange Road, advising the Public Enquiry lasted 6 days and a decision is expected in approximately 8 weeks.
- b) The Public enquiry into the Planning application for 185 houses in Long Road was adjourned and related to the provision of affordable housing. It is understood the enquiry will resume in October.
- c) A member of the public raised the following:
 - i. Dog bin was overflowing at the Church Car Park – *Council advised TDC empty the bin and not the Parish Council and there had been issues with the emptying since the change of the rota*
 - ii. The light at 20 Station Road was not working – *Council advised the light had never been on*
 - iii. Nettles on Cox's Hill – *Clerk will ask council's handyman to investigate*
 - iv. Knights Close and Queensway grass verges were not being cut – *council advised these are not cut by the Parish*

47/2019 Other Meetings Attended by Councillors

- a) Cllrs C Guglielmi and Woods attended the Stour and Orwell Forum talking about Biodiversity, Rivers and Marine Life stopping parasites invading Rivers.
- b) Cllr C Guglielmi attended the Disasters exercise at Harwich, with lessons about rescue and deployment. There will be a debrief in a couple of days.
- c) Cllr Adcock-Jones advised there is a new organisation looking at speeding. They are wanting moral support.

There being no further business the meeting closed 9.13p.m.

The next meeting of Full Council will be held on 14 October 2019.

Signature (Chairman):Date: