

Lawford Parish Council



Minutes of the Public Realm Committee Meeting held in the Small Hall at Ogilvie Hall, Wignall Street, Lawford, CO11 2JG at **6.30pm** on **Monday 2 September 2019**.

1. Present:

Councillors Woods (Chair), Pretty, Miles, Adcock-Jones (left meeting 7.18pm) V Guglielmi (arrived 7.34 co-opted for Adcock-Jones), and Mr Thurlow (Co-opted)

Clerk: Mrs Peachey

1 Member of the Public

Apologies:

Cllrs Brown and Adcock-Jones

2. Minutes:

Minutes of **the Public Realm** meetings held on **3 June 2019** could not be approved. To be taken forward to Full Council. **Action**

3. Action Points from the meetings held on 3 June 2019:

Clerk was requested to write to Manningtree and Mistley ref Twinning of the Frankenberg Association	Completed
Clerk was requested to write to Manningtree and Mistley Councils to gauge interest in being involved with an event for VE Day 75	Completed
Clerk was requested to ask TDC to come out and survey the bins with a member of council. <i>Note: advised they are rather busy at present dealing with the issuing of bins (see item 7 below)</i>	Completed
Clerk requested to obtain a quote from Council's Handyman to make a concrete block in Waldegrave Way safe with fencing or similar together with a sign advising not to be climbed on and council take no responsibility for injuries caused if doing so. <i>Note: Handyman highlighted fact that it needed to be a substantial structure to stop it being destroyed and may then cause more issues. To date no accidents have occurred. See item 21 below</i>	Completed
Council to look at options to replace equipment removed from the School Lane play area.	Ongoing
Clerk to apply for trees. <i>Note: they will be dispatched in November.</i>	Completed
Old, out of date older children's equipment at School Lane – suggested council could look at a plan for replacing following feasibility study for 3G pitch. Place on agenda following feasibility study.	Ongoing
Place request to use School Lane for 5 a side match to Full Council for formal approval.	Completed
Investigate the growth of the grass/bank on the right-hand side of Cox's Hill – looking down the hill. <i>Note: Handyman advised there is pavement below the carpet of weeds reducing the pavement</i>	Completed
Remove item 22 (Wignall St/Lawford Green Crossing) from agenda until Lawford Green is completed	Completed
238 Colchester Road – resident wishes turf to be laid in Autumn	Completed
VAS – explore selling. Many offers to purchase. <i>Note: council have since decided not to sell</i>	Completed
Remove item 31 (Manningtree Railway Bridge) from Agenda	Completed
Report parents driving on pavements outside school when cars are parked in the road	Completed

4. Declarations of interest:

- a) Cllr Pretty – Item 8, Frankenberg Partnership Association, Cllr Pretty is Treasurer
- b) Mr Thurlow – Item 6, Mr Thurlow lives in Hungerdown Way and 27b), Mr Thurlow’s wife raised concern.
- c) Cllr Woods – Item 8, Frankenberg Partnership Association, Cllr Woods is a member

5. Memorial:

To consider an appropriate memorial to Mr Brian Rolfe M.B.E. Suggestion: a memorial seat at School Lane, followed by a reception in the Football Club that Mr Rolfe was instrumental in getting built.

Committee suggested a Resin style seat to deter damage by vandals and asked the Clerk to obtain a quote and suggested a plaque and that the Football Club be contacted to contribute suggestions as to the wording which council felt should begin ‘In memory of Brian Rolfe M.B.E and long-time Parish Councillor The Clerk was requested to contact the Football Club as it was felt courteous to discuss the proposal with them.

**Proposed: Cllr Pretty Seconded: Cllr Adcock-Jones Agreed
Action**

6. Corbeau Seats Rally Tendring & Clacton 25 and 26 April 2020

Chelmsford Motor Club has applied to Motorsport UK for an Event Organising Permit to organise and promote a Stage Rally on roads closed for the purpose under the powers provided for in the Road Traffic Act 1988 Section 12(1A) as amended by Section 73 of the Deregulation Act 2015. Chelmsford Motor Club ask that council’s response to this consultation is received by 11th October 2019. *Concerns have been raised as to the route taken in 2019 and that it is not used for the 2020 Rally. Rally cars used Hungerdown Lane to get from one Stage to the next. Residents were not informed, and it has been highlighted that this route is totally unsuitable as it is a single-track country lane with both children and elderly residents and people use to walk dogs and ride horses. To be raised at Full Council where an organiser for the 2020 Rally will be present.*

Action

7. Love Your Library event – 28 September 2019:

Request for a donation and volunteers to assist (LPC Grant allocation addressed July 2019) *Suggested this be taken to Full Council given Grant Allocation has been addressed for the year. A donation of £100.00 was suggested.*

Action

8. Frankenberg Partnership Association:

50th anniversary and a prospective visit to the area in May 2021. *It was requested that this remain on the Agenda to remind council. It was agreed LPC would support an event, but the Association will take the lead.*

Action

9. VE Day 75:

75th Anniversary of VE day 8th-10th May 2020. *Unable to get the three parishes together for an initial meeting to discuss. Committee believe there is now insufficient time to arrange an event. Remove from Agenda.*

Action

10. Celebrating Democracy:

125 years of Parish Councils (see circulated email). *Committee do not believe there will be enough interest and do not wish to mark this event.*

Proposed: Cllr Miles Seconded: Cllr Pretty Agreed

11. National Rural Week of Action 6-13 October 2019:

See circulated email. *Committee do not wish to take any action*

Proposed: Cllr Pretty Seconded: Cllr V Guglielmi Agreed

12. Wild Flower Verges:

Trevor Mills, Manager of Open Spaces at Tendring is open to the idea of creating Wild Flower Verges and has agreed to look at assistance with funding. Manningtree have asked for councils' views on writing a joint letter (from the three parishes) to Trevor Mills requesting a meeting / working group to take this forward. *Committee wish to explore this option and asked the Clerk to arrange a meeting*

Action

13. Grass Cutting:

See circulated email from Cllr Langstone who completed a survey of areas LPC request Landscape Services to cut on their behalf. Clerk has requested information from Trevor Mills TDC regarding their responsibilities in Lawford, but TDC cannot assist until the rollout of Wheelie bins has been completed. *Clerk circulated maps that Mr Mills had provided showing areas cut by TDC. Clerk also circulated a link to an ECC interactive web page. The web page shows ownership of many items, together with other information including land ownership/grass cutting. To be followed up.*

Action

14. ECC's Green Essex Strategy:

See circulated information. *Lawford is not covered therefore no further action to be taken.*

15. Parish Meeting 2020:

Wignall Room, Main Hall and Kitchen booked for 14 May 2020

16. Illegal Parking:

Resident complaint – cars are parking in the layby and on the pavement in Station Road he believes to avoid car park charges at the Station. Resident advised to report the issue to NEPP. *Whilst this is not something the Parish Council has jurisdiction over, the Clerk was requested to write to NEPP and raise concerns. Residents should report any such issues to the NEPP.*

Action

17. Contract to empty Council's bins;

History to date; TDC cannot carry out a review at this time and have sent a list of the bins they believe they empty, which does not agree with LPC's list.

- a) Mr Thurlow has surveyed and confirmed the same bins are in place as those on the contract he agreed in July 2015 with Jon Hamlet (*List circulated*)
- b) Purchase of a new bin has been approved by council for Summers Park, the design of which requires it to be bolted to the ground. *The chosen site is a grassed area. Request that Clerk contact Mrs Langstone to determine the exact position the bin was intended for.* **Action**
- c) Council's Handyman has advised a dog bin is desperately needed at Summers park and has suggested halfway along the footpath as he is constantly picking up dog mess. *See above*
- d) Council's Handyman is DBS checked and therefore able to empty the bins in play areas which TDC will not empty, and he has offered to empty any additional bins council installs to save the £67.91 per bin, per year for a twice weekly service. *Committee were very happy to accept the Handyman's offer and to accommodate the additional time this may take.*

Proposed: Cllr V Guglielmi **Seconded:** Cllr Miles **Agreed**
Action – notify Handyman

18. Riverview:

- a) Purchase is ongoing – Birkett Long advised on 7 August 2019 they asked the other party's solicitor to complete her mark-up of the travelling draft transfer, but have still not received this. Birkett Long are chasing. *Clerk requested to chase regularly and to contact TDC to establish what is causing the delay.* **Action**
- b) Complaint from resident about dogs being present and teenagers hanging around in under 7's play areas at 3pm, littering, dog mess, and the youths generally being abusive and causing a nuisance. **Clerk has advised council is limited in its actions to stop this and suggested resident report it to police whilst it is in progress.** Resident requested a 'No Dogs' sign. *Councillors believed there was a 'No Dogs' sign at the park and asked that this be checked.* **Action**

- c) Requirement for metal signs to advise of car park closure – laminated signs were removed/ripped off therefore car park could not be closed. *As council do not yet own the land this cannot be actioned until it does.*

19. School Lane:

- a) Replacing/renovating Tennis Courts – 3G pitch - *Mr Thurlow had no further update*
b) Replacing removed item of play equipment for under 7's. *Cllr V Guglielmi will check the amount of space available and canvass the play groups to see what equipment the children would enjoy.*

Action – Cllr V Guglielmi

- c) Council has been made aware of damage and antisocial behaviour being carried out by youths at School Lane. The football dugout and trees have had various damage carried out to them and a resident has complained about high levels of littering. **Clerk has advised that whilst council will look at ways to address the issue it is limited in its actions to stop this, and suggested incidents be reported to police whilst in progress.** *Councillors noted the above but agreed there is no effective action it can take and reiterated that residents should report these activities to the Police while they are taking place.*

20. Strawberry Fields/Summers Park - New Play Area:

- a) Update regarding work start date to join up paths at Riverview/Summers Park and Grant funding. *Mr Thurlow advised he has applied for grants funding and work is expected to start December time. He has obtained keys so that plant can access the site.*

21. Waldegrave Way

- a) Concerns were raised about the safety of a 'concrete block' in the play area. TDC's Building Services department have investigated and advised this is a storm drain. (See circulated email) *Councillors Handyman advised if to be fenced it would have to be a heavy-duty metal fence or it will be vandalised and bring more attention to it. A suggestion to put notices to 'Keep Off' would have the same effect it was therefore agreed as it had been there for many years and no incidents had occurred no further action will be taken*

Proposed: Cllr V Guglielmi Seconded: Cllr Miles Agreed

22. Cox's Hill Lighting:

Letter received from resident about the lack of lighting (circulated). *This is an Essex Highways issue not Parish Council and no further action will be taken.*

Proposed: Cllr Miles Seconded: Cllr Pretty Agreed

23. Cotman Avenue:

Raised by Cllr Pretty – Trees encroaching 2ft onto pavement on corner of Cotman Avenue/Constable Close making it dangerous for pedestrians. Also obscures the street sign. *Clerk was requested to write to the householder giving 1 month to cut the growth back to the boundary wall/fence. Cllr V Guglielmi will provide the clerk with the householder's name and full address.*

Proposed: Cllr Miles Seconded: Cllr Pretty Agreed

Action – Cllr V Guglielmi and Clerk

24. Structural Testing of Street Lights:

A&J Lighting do not carry out this test and have given the name of Electrical Testing Ltd who advised a cost of £10.87 per lamp post (council has 112 posts – cost £1,217.44). A&J have advised the cost to replace Lamp Posts identified as failing the test would be:

- Column and light fitting Installed is £1,500.00
- UKPN to perform the power transfer approx. £800.00

It was agreed council should undertake lamp post testing, but this should go to Full Council for approval

Action

25. Agreeing to events on council property:

No requests received

26. Website and IT:

Council's website provider will cease to operate 31 March 2020. Council has not yet furthered its investigation into a new provider. A fellow Clerk, who is also an IT consultant, asked other Parish Councils if they would be interested if he were to set up a seamless transfer to a new host site. *Committee agreed council should pursue the above*

Proposed: Cllr Miles Seconded: Cllr Woods Agreed

Update: Testing is being carried out to ensure all operates as expected with essexparish.net The intention is to provide Parish Councils with a hosted parishname.essexparish.net domain, or parish councils can purchase a .gov.uk domain, and they will host it on the same platform but the .gov.uk domain will be seen instead.

I have been advised it will not be too long before they are happy to release access, and there will be plenty of time to save/retrieve the existing site data.

- a) Change of email provider from emclient to Microsoft Outlook – issues with various aspects of emclient. *It was agreed Clerk should change provider*

Proposed: Cllr Miles Seconded: Cllr V Guglielmi Agreed

27. Footway Repairs:

- a) Handyman confirmed growth of the grass bank at the top of Cox's Hill masks part of the footpath and is not a grassy bank. *Clerk to ask Handyman to quote to cut back* **Action**
- b) Member Led Footway Repairs programme; email received from a resident requesting repairs to the pavement along Wignall Street, from Hungerdown Lane to Ogilvie Hall. The resident advised: It has always been difficult to push a pram along and walk because of the camber in some places, but now it has so many holes, lumps and stones all over it that it is becoming even trickier. She says she is constantly looking at her feet and where she is treading and cannot keep an eye on the traffic too. *Cllr Woods will take forward the above and repairs from Queensway to the Railway Bridge and requested Councillors to email her with other areas that have been identified.*

Action – Cllrs and Cllr Woods

28. HGV, Lorry Ban and Weight limits - School Lane:

LTEN182002 – challenge to the response from Highways. Suggested investigation/purchase of signs to advise 'No HGV's' or similar it was envisaged cost would be in the region of £400. *Note: email received from ECC ref ECC7160702 5/08/19 advises no further action will be taken and the scheme will be removed from their list.* **No further action**

29. Layby A137:

LTEN182009 (Layby at Foxash) response received but unsatisfactory. Passed to Cllr C Guglielmi to follow up ref potential cost to make into a 'proper' layby – *Clerk was requested to email Cllr C Guglielmi for an update* **Action**

30. Existing Highways Schemes:

Following the resignation of Cllr Langstone, a volunteer is needed to take responsibility for obtaining information and updating council on progress. *It was suggested Cllr C Guglielmi be asked to volunteer* **Action**

31. Public Transport and associated issues:

Following the resignation of Cllr Langstone, a volunteer is needed to take responsibility for obtaining information and updating council on progress. *It was suggested Cllr C Guglielmi be asked to volunteer* **Action**

32. VAS:

It was decided at Full Council not to sell the VAS and instead to establish a location where it could be permanently sited. *Take to Full Council* **Action**

33. Recycling Centre:

Concerns being raised regarding the limited access (3 cars) to the site at any one time due to a recent accident. Concern is the length of queues at busy times causing waits of some 45minutes to access the site and the resulting obstruction to the highway. **Cllr C Guglielmi has issued a statement regarding this**

34. Matters to be raised by members for the next agenda:

None

The next **Public Realm Meeting** is scheduled for **4 November 2019**

Signature: (Chairman)**Date:**