

MINUTES OF THE LONG LAWFORD PARISH COUNCIL MEETING HELD ON TUESDAY 9th SEPTEMBER 2025 AT 7.30PM IN THE PAVILION, KING GEORGE V PARK, LONG LAWFORD

Present: Chairman Cllr. Mrs L Davison (LD)
 Ms D Groves – Clerk (Clerk)
 Cllr. Mrs A Pollard (AP)
 Cllr. Mr M Davison (MD)
 Cllr. Mrs L Dunkley (LD)

Invited: BCllrs. Mr D Poole, Mr S Ward and Mr T Willis

		Action
01	Welcome and Apologies for absence. Meeting was opened at 7.30pm. A warm welcome to the meeting was offered to those present. Apologies for absence were received from Cllr. Mr D Goodwin. Apologies also received from BCllrs. Mr D Poole, Mr T Willis and Mr S Ward	
02	To Invite Members of the Public to speak on matters of concern. Fete Committee member requested that the Parish Council close off the MUGA on the day of the next Fete Festival; this is to ensure the Band and its instruments are kept safe from harm. Item to be added to the Agenda in October. Request received from Lawford Utd to install storage containers; it was acknowledged that whilst they have the garage at Elizabeth Way, this would not be forever. Confirmation that the FC would fund, supply and maintain the containers, if permitted to install in the parks. This was an agenda item for discussion.	DG
03	To Receive Declarations of Personal or Pecuniary Interests None received	
04	To Approve the Minutes of the Meeting held on Tuesday 8th July 2025 It was proposed by Cllr. Mrs Davison and seconded by Cllr. Mr Davison to accept the minutes of 8 th July 2025 as a true record, 4 votes in favour.	Clerk
05	To Receive Progress Reports on Outstanding Items not covered later, on the agenda. a) The Parish Council have not been able to obtain a grant for the Xmas event from the Lottery Fund this year; the Clerk has applied to Cemex and Connexin – awaiting responses. The Chairman Cllr. Mrs Davison will approach Ling Hall and Cllr. Mrs Dunkley will apply to the Co-Op for grants to help towards the event.	
06	To Receive Borough and County Council Reports No Borough or County Councillors present	
07	Management/Finance & Administration i) Red telephone box refurbishment has been completed, photos sent, the Parish Council donated the kit, which included all brushes, paint, sanding brush, dust sheets and all correct phone box paints for the refurbishment, LLCA and private individuals from the village donated funds towards the project. ii) Girlguiding meetings – use of Pavilion once per month on some Thursdays, 7-8.30pm including access to toilets and kitchen – Clerk advised applicant that permission was granted and requested the dates required for use, no further information received from resident RJ iii) No advice from Lawford Utd that pitch fees have been paid, awaiting bank statement iv) The Caldecott team have advised that pitch fees have been paid.	

	<p>v) To consider the purchase of a Remembrance wreath - Following discussion, it was proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Davison, 4 votes in favour to set aside £30.00 for the purchase of a wreath.</p> <p>vi) Message received from a resident concerning a leaning tree and other tree works on the Park Strip at Livingston Avenue, stating that they believe it to be dangerous – message acknowledged – for info, the trees are thought to be the responsibility of Severn Trent; the Parish Council have not planted trees ever. Clerk will advise resident to contact Severn Trent.</p> <p>vii) Request received from Lawford festival coordinator for the use of King George Park on 11th July 2026, the event has become very popular, and residents are asking for the date it will be held in 2026. Following discussion, it was proposed that the date could be approved with a couple of conditions set for its use; i) that £50 is donated to the Parish Council as a gesture of goodwill and given that the Parish Council pay to have the rubbish from the festival removed which is over twice this amount, no charges are made for additional toilet rolls provided, nor for electricity or water or the use of the Pavilion. It was further proposed that no unnecessary vehicles are to be allowed into King George's Park on the day, proposed by Cllr. Mrs Davison, seconded by Cllr. Mrs Dunkley, 3 votes in favour with one abstention.</p> <p>viii) Request received from Lawford Utd to install containers in x3 parks for storage of football equipment at their own risk with no responsibility placed on the Parish Council for the insurance and contents. This was discussed in detail and decided that no containers could be placed inside King George Park, a 20ft container could be placed in Cherwell Way, top left hand corner, nearest to the garages; the area would need some work doing to flatten the area and remove greenery which had previously been agreed with Luke from Lawford Utd who had agreed to carry out the work prior to any installation. It was further agreed that a 10ft container could be placed in Lawford Heath Park, as near as possible and closest to the junction of Lawford Heath Lane and the Ryelands turn in. The following conditions were also agreed for both containers:</p> <ul style="list-style-type: none"> a) Containers should be green in colour b) Any graffiti carried out by unknown persons on the containers should be removed immediately c) There should be a 1 metre grass clearance around the whole container d) Removal costs to be paid by Lawford Utd FC if they cease to be needed e) All provision, installation, insurance and maintenance costs to be borne by Lawford Utd FC f) All Health and Safety precautions to be in place at the time of installation g) Lawford Utd to remove any equipment stored inside the POD in King George Park and to cease entering to the back of the Pavilion, keys to the POD to be returned to the Council forthwith. <p>It was further highlighted that no other requests at any time could be considered for storage or additional use of the 3 parks as all were at capacity.</p> <p>Proposed by Cllr. Mr Davison, seconded by Cllr. Mrs L Davison, 4 votes in favour</p>	<p>DG</p> <p>DG</p>
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08	Recreation Ground Nothing to report																																																																																																																					
09	Transport, Highways, Drains and Street Lighting Nothing to report																																																																																																																					
10	To Receive Details of Financial Matters a) To approve the monthly payments (list circulated to all Cllrs.) It was proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Davison to approve the payments, 4 votes in favour. <table><thead><tr><th>DATE</th><th>CHQ NO.</th><th>ISSUED FOR</th><th>TOTAL</th></tr></thead><tbody><tr><td>16.6.25</td><td>4091</td><td>MLT Fencing Cherwell Way – materials</td><td>£1,189.40</td></tr><tr><td>18.6.25</td><td>4092</td><td>Water Plus Ltd – Pavilion</td><td>£12.86</td></tr><tr><td>19.6.25</td><td>DD</td><td>Gas Pavilion</td><td>£64.76</td></tr><tr><td>17.6.25</td><td>DD</td><td>Bank Charges</td><td>£5.37</td></tr><tr><td>21.6.25</td><td>4093</td><td>Petty Cash</td><td>£400.00</td></tr><tr><td>8.7.25</td><td>4094-4100</td><td>Exempt Info</td><td></td></tr><tr><td>8.7.25</td><td>4101</td><td>Petty Cash</td><td>£350.00</td></tr><tr><td>12.8.25</td><td>4102-4106</td><td>Exempt Info</td><td></td></tr><tr><td>12.8.25</td><td>DD</td><td>Exempt Info</td><td></td></tr><tr><td>21.8.25</td><td>DD</td><td>Gas Pavilion</td><td>£65.89</td></tr><tr><td>12.8.25</td><td>4107</td><td>EON Next Electricity Pavilion</td><td>£345.85</td></tr><tr><td>11.7.25</td><td>4108</td><td>x2 Hard Drives for CCTV</td><td>£322.24</td></tr><tr><td>17.7.25</td><td>4109</td><td>Bailiffs</td><td>£4,490.38</td></tr><tr><td>20.7.25</td><td>4110</td><td>Petty Cash</td><td>£350.00</td></tr><tr><td>22.7.25</td><td>4111</td><td>ESPO</td><td>£294.12</td></tr><tr><td>23.7.25</td><td>4112</td><td>External Auditors Fee 24/25</td><td>£567.00</td></tr><tr><td>19.8.25</td><td>DD</td><td>Gas Pavilion</td><td>£60.20</td></tr><tr><td>12.8.25</td><td>4113</td><td>Petty Cash</td><td>£350.00</td></tr><tr><td>26.8.25</td><td>DD</td><td>HMRC DD 2605 August – Exempt Info</td><td></td></tr><tr><td>27.8.25</td><td>4114</td><td>Petty Cash</td><td>£450.00</td></tr><tr><td>9.9.25</td><td>4115-4118</td><td>Exempt Info</td><td></td></tr><tr><td>9.9.25</td><td>4119</td><td>Telecoms</td><td>£95.00</td></tr><tr><td>9.9.25</td><td>DD</td><td>HMRC DD 2606 September – Exempt Info</td><td></td></tr><tr><td>9.9.25</td><td>4120</td><td>Npower – St Lights Elec. 1.2.to 31.3.25</td><td>£4,257.10</td></tr><tr><td>9.9.25</td><td>4121</td><td>Npower – St Lights Elec. 1.4 to 30.6.25</td><td>£2,717.33</td></tr><tr><td>9.9.25</td><td>4122</td><td>WCC LP1 Railway St Replacement</td><td>£486.76</td></tr><tr><td>9.9.25</td><td>4123</td><td>Viking – office supplies</td><td>£241.23</td></tr><tr><td>9.9.25</td><td>4124</td><td>Grass Cutting Maintenance</td><td>£1,620.</td></tr></tbody></table>	DATE	CHQ NO.	ISSUED FOR	TOTAL	16.6.25	4091	MLT Fencing Cherwell Way – materials	£1,189.40	18.6.25	4092	Water Plus Ltd – Pavilion	£12.86	19.6.25	DD	Gas Pavilion	£64.76	17.6.25	DD	Bank Charges	£5.37	21.6.25	4093	Petty Cash	£400.00	8.7.25	4094-4100	Exempt Info		8.7.25	4101	Petty Cash	£350.00	12.8.25	4102-4106	Exempt Info		12.8.25	DD	Exempt Info		21.8.25	DD	Gas Pavilion	£65.89	12.8.25	4107	EON Next Electricity Pavilion	£345.85	11.7.25	4108	x2 Hard Drives for CCTV	£322.24	17.7.25	4109	Bailiffs	£4,490.38	20.7.25	4110	Petty Cash	£350.00	22.7.25	4111	ESPO	£294.12	23.7.25	4112	External Auditors Fee 24/25	£567.00	19.8.25	DD	Gas Pavilion	£60.20	12.8.25	4113	Petty Cash	£350.00	26.8.25	DD	HMRC DD 2605 August – Exempt Info		27.8.25	4114	Petty Cash	£450.00	9.9.25	4115-4118	Exempt Info		9.9.25	4119	Telecoms	£95.00	9.9.25	DD	HMRC DD 2606 September – Exempt Info		9.9.25	4120	Npower – St Lights Elec. 1.2.to 31.3.25	£4,257.10	9.9.25	4121	Npower – St Lights Elec. 1.4 to 30.6.25	£2,717.33	9.9.25	4122	WCC LP1 Railway St Replacement	£486.76	9.9.25	4123	Viking – office supplies	£241.23	9.9.25	4124	Grass Cutting Maintenance	£1,620.	Clerk
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11	To Receive Details of Planning Matters <u>New Planning Applications</u> None <u>Approved Planning Applications</u> NONE Cllr. Mr Davison has advised that the Caldecott Arms planning application has been approved. No official notification from the Borough Council has been received. <u>Refused Planning Applications</u> NONE																																																																																																																					

	<u>Other Planning</u> NONE	
12	To Receive Information on minor matters and items for future Agenda <ul style="list-style-type: none"> i) Message received from a resident concerning a bus parking on the grass verge by the corner of Clayhill Lane and Chapel St – Clerk contacted Alfa Travel to report the issue; they are aware of the driver and parking will be stopped. Clerk responded to resident 5.8.25 ii) Big thanks to Cllr. Mr Goodwin for all his help and support at the Lawford Festival and thanks to the Parish Council for the use of the park iii) Thanks to persistent requests for over a year, Connexin's equipment has been removed from the Parish Council St Lighting columns. 	
13	Confidential Items Under the Public Bodies (Admission to Meetings) Act 1960 – to resolve to exclude members of the public under Section (2) and (3A) (b) of the Act None	
14	Date and Time of the Next Meeting To confirm, the date and time of the next Parish Council Meeting due to be held at 7.30pm on Tuesday 14 th October 2025 at the Pavilion, King George V Park, Long Lawford. Meeting was closed at 8.23 pm	

Signed:

Chairman

Mrs Lynn Davison

Date: