

MINUTES OF COUNCIL MEETING 6th NOVEMBER 2023 IN RUNWELL VILLAGE HALL AT 7.00PM

IN ATTENDANCE: - Messrs. Crossley, Davis, Rogers, and Sloane. Mesdames: Ellis, Hutson & Payne; 4 members of the public.

The Vice Chairman Cllr Rogers chaired the meeting and welcomed everyone to the November meeting.

Minute 122 Apologies: Cllrs Clark, Evans, Gould, Lansdale and Redway; Apologies accepted.

Minute 123 Declarations of Interest – None received.

Minute 124 Public Participation

The following matters were raised: **St. Luke's** – Continued parking issues reported; Several streetlights not working; **Highways** – Meadow Lane weir blocked and of concern (matter in hand); Church End Avenue junction parking problems; Runwell Chase overgrown footpath still not cleared and contractors dumping vehicle rubbish; CCC Davis to speak to contractors re this and St. Luke's issues as both connected; Keith Avenue – parking restriction survey not received; **Spotlight Barn Dance Saturday 28th October** – raised £922 – congratulations to all that made it a success

Minute 125 Minutes of Council Meeting held 2nd October 2023, Minutes of Hall Committee 16th October 2023 and Minutes of Park Committee 16th October 2023 were all approved and signed by the Chairman as a true record.

Minute 126 Clerks Report

The Clerk gave a verbal report (written report to be annexed to these minutes)

Minute 127 Finance

(i) Payments for approval

Lloyds Bank

Prepayment

FPO	Dunmow Waste	Rubbish Clearance/Fly-tipping – Runwell Park	£5579.52
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Payments for authorisation

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary 5 weeks plus locking etc	
FPO	Essex Pension Fund	Staff Pensions	
FPO	L Vallis	Groundsman Runwell Park 5 weeks	£1218.55
FPO	JCR Garden Serv	Hall Garden - Monthly	£60.00
FPO	BF Ground Maint.	Grass Cutting Park – Oct	£192.00
FPO	A – Z Supplies	Hall Supplies	£136.74
FPO	Viking Direct	Office Supplies	£58.62
FPO	ditto	Fire Exit Signs x2 – Hall	£15.58
FPO	Link CCTV	Quarterly Maintenance Charge Nov – Feb	£380.14
FPO	Dunmow Waste	Fly-tipping removal Runwell Park	£5233.92
FPO	K Read	Returnable Hall Deposit	£100.00
FPO	J Kerr	ditto	£50.00
FPO	L Phillips	ditto	£50.00
FPO	S Kopf	ditto	£50.00
FPO	St. Mary's Church	Annual Churchyard Maintenance	£1800.00
FPO	BF Ground Maint	Security Fence and other works	£23521.80
Card	Royal B Legion	S137 Wickford Poppy Appeal	£125.00
D/debit	Adobe	Acrobat Pro - Monthly	£19.97
D/debit	Veolia	Hall Refuse October - Monthly	£183.83
		Total	£42695.91

A transfer of £38,000 (Thirty eight thousand pounds) was agreed from the Lloyds Bank deposit account to the Lloyds bank current account to cover these payments.

Barclays Bank - Payments

D/debit	E.on Next	Electricity used at Hall monthly	£285.96
D/debit	BT	Hall/Park/CCTV Phone/Broadband	£241.86
Card	Dunmow Waste	Asbestos Test	£60.00
D/debit	Brit Gas Business	Monthly Gas bill	£120.00
107676	D De'Ath	Returnable Hall Deposit	£100.00
Total			£807.82

Sufficient funds held in the Barclays Current Account to cover these payments.

- (ii) Receipts & Payments; Bank Reconciliation 1st April 2023 – 30th September 2023 were approved.
- (iii) Budget Review 23/24 to 30th September 2023. Deferred to Finance meeting 20th November 2023

Minute 128 Correspondence

1. ECC Waste & Recycling Survey – Clerk to complete
2. Police. Fire and Crime commissioner for Essex Precept Survey 24/25 – Clerk to complete
3. CCC – Polling review – Clerk to complete

Minute 129 Planning

1. Applications Received:

- (i) 23/01616/FUL Land rear of 7 The Greenway – Demolition of existing outbuildings. Proposed two new dwellings, with access road. **RPC comment:** RPC object to inappropriate development of the green belt. The application seeks to demolish designated buildings 1-13 but they are identified by size only. The buildings should be described eg stables, store rooms dog kennels, swimming pool etc to give more clarity to the application. We trust the planning officer will have a site visit to assess the buildings identified. The new access road is located adjacent to a neighbours garden which may disturb his current use of his amenity area – garden. The new road is also the only access to the retained field, access previously went through the applicants property. The design of the buildings is out of character with the others in the cul-de-sac.
- (ii) 23/05202/TPO Land at former Runwell Hospital - G3 Oak (128&131) - Remove deadwood over 20mm; G3 Ash- Remove deadwood over 20mm, 4m apical crown reduction; G5 OAK (888) Remove deadwood over 20mm; G5 Ash (889) - Undertake advanced assessment for decay measurement; G5 Oak (890)- Remove deadwood over 20mm, crown lift to 2m over footpath; G5 Oak (891) - Crown lift to 2m over footpath; G2 Oak (946) - Remove deadwood within falling distance of driveway; G2 Oak (948) - Monolith at 4-6m and retain for habitat. Reason for all: In order to remedy or mitigate for identified hazards. **RPC comment:** RPC agree that work is needed to certain trees ensure the safety of the public. The pictures at the end of the report whilst useful do not correspond to the trees in the title of the TPO application making it difficult to make an appropriate assessment. It is a concern that many of these mature trees are failing and RPC question whether the necessary root protections were implemented during the build. We must also question why the footpath was located under oak trees 890 & 891, the level of the path has been raised, soil banked close to the tree and now the tree overhang is too low and needs cutting back - the installation of the path in this manner is not logical and potentially puts the health of the tree in peril in our opinion.
- (iii) 23/05214/TPO - Street Record, Lodge Approach Runwell - Description of works: T4 (T2 on map) Mature Weeping Willow- 4m lateral and 2m apical crown reduction. Reason: In order to manage and reduce likelihood of future branch failure. G5 (T3 on map) English Oak- Crown lift to 2.5m over footpath and remove ivy. G5 (T2 on map) English Oak- Remove over 20mm in diameter or 1m in length of deadwood. **RPC comment:** RPC supports this application on safety grounds.
- (iv) 23/01728/CUPAQ - Land Rear Of 120 Church End Lane - Description of works: Determination as to whether the prior approval of the local planning authority is required for the proposed change of use of an existing agricultural barn into 2 x no. residential dwellings (C3) with associated parking and amenity. **RPC comment:** RPC notes this new application has followed the recent refusal of the application reference 23/01192/FUL for 4 new single storey dwellings. Runwell Parish Council objects to this new proposal reference 23/01728/CUPAQ for the conversion of the existing barn into 2 dwellings under permitted development Class Q. The application requires a full planning

application as it does not fulfil the requirements as set out in Class Q. The application fails to give proof that the barn was used exclusively for farming/agricultural purposes. The design of the dwellings is poor - not high quality design as required by policy.

2. **Reply from CCC re Planning Enforcement Meadow Lane Runwell.** RPC note with extreme disappointment the lack of support from CCC.
3. **Planning Policy: CCC Call for Traveller Sites 2023** Clerk to respond and mention recent sale of land designated as a traveller site.
4. **Essex Planning Officers consultation on Parking Standards (Response by 4th December 2023** Clerk to complete.

Minute 130 Runwell Park

1. Plantation update. MR reported on the clearance work completed. Arrangements to be made for planting the memorial trees.
2. Report on Security Fence and retrospective approval of extra costs. The Council approved the extra costs relating to the installation of the security fence. MR reported that a section of the fence had already been vandalised – criminal damage on or around 3rd November (section removed) reported to Essex Police and awaiting CCTV footage. Vandalized section to be replaced.
3. Fly-tipping removal costs and extra requirements for asbestos removal. The Council approved the additional costs for the removal of the fly-tipping and asbestos removal.

Minute 131 Village Hall

1. Consider new location for refuse bins and specification of storage base. It was agreed the refuse bins should be located at the front of the building; Cllr Ellis obtaining a quotation and speaking to Veolia about changing the collection location. (Refuse lorry to remain in the road and not enter the car park)
2. Car Park to consider emergency repairs to car park entrance. It was agreed that emergency repairs to the entrance area pot holes should be completed. Cllr Ellis to obtain a quotation.
3. Car Park to be re-surfaced 24/25 to be included in budget for 24/25.
4. Purchase of Wi-Fi booster was agreed to enable better remote control of the NEST heating controls.

Minute 132 Reports

Hall – Door entry monitor system required (Safeguarding issue); roof assessed (moss an issue) – waiting for gutters to be cleaned then re-assess; recommend gutters should be cleaned on a yearly basis; date for new window cleaner to be established; Alarm sensors – awaiting date for work to be completed. Revised work party date for Christmas decoration Sunday 19th November 11am

Park – Cllr Clark not present – no further report.

Runwell Roundabout – Majority of articles received Clerk will attempt to collate by the end of the month.

Allotments – There is a need to review the “key deposits” and amend the Plottolders Agreement/Rules – Agenda item for next meeting. Brookside Cottage hedge is still an issue.

PRoW – No report

CCC – Public Space Protection Order made at Hylands Park to regulate Dog Walkers; CCC under financial strain due to Central Government not fully re-imbursing on certain expenditure; Temporary housing demand has increased from 200 families to 400 families; Planned meeting with Essex Police Chief Inspector to discuss the handling of the Brockfield House incident.

Schools - RCPS – No report. **St.Luke's School** – Cllr Davis now a Trustee Governor, new lockdown protocol and extra CCTV installed.

Minute 133 Notices of Motions and Future Business

- Planning Committee Monday 20th November 2023 7pm if business requires.
- Finance/Standing Committee meeting Monday 20th November 7.15pm
- Council Meeting Monday 4th November 2023 7pm

The meeting closed at 8.45pm