

MINUTES OF COUNCIL MEETING 3rd APRIL 2023 IN RUNWELL VILLAGE HALL AT 7.00PM

IN ATTENDANCE: - Chairman: Mr. P Clark; Messrs: Davis, Lansdale, Redway, Rogers & Tarplett. Mesdames: Ellis, Evans, Gould, Hutson and Payne; 6 members of the public. Clerk Mrs J Pharez

Minute 219 Apologies: Cllr Sloane. Accepted. (Not present Cllr Mpawose)

Minute 220 Declarations of Interest – None

Minute 221 Public Participation

Highways - Potholes/Rubbish – Reports of potholes Waverley Crescent/Downham Road; Bus shelter rubbish bins (Runwell Road/Browns Avenue & Brock Hill) not being emptied; also the bin by NHS Trust House (former Nurses Home) being full of dog waste bags; **Speeding** - Brock Hill (Chairman will address the subject with Essex Police, speed checks overdue for Runwell) **St.Luke's/Runwell Chase** – A car park for construction workers has been constructed in Runwell Chase, the Chairman reported on his conversations with CCC Planning and Enforcement; There are now 4 dog bins across the St. Luke's Development; Streetlights not working on the approach to St. Luke's (ECC Highways to be chased) **Runwell Roundabout/Social Media** highlight the proper use of rubbish bins and dog poo bins **Church End Lane/Runwell Road** water leaks; **Spotlight Appeal** – October barn dance to raise funds being organised; **Grant Request** – details explained by applicant – Agenda item. **Cllr Payne** thanked the Council and others for her 60th Wedding Anniversary gift.

Minute 222 Minutes of Council Meeting 6th March 2023 were approved and signed by the Chairman as a true record.

Minute 223 Clerks Report

See Appendix 1

Minute 224 Finance:

(i) Payments for authorisation:

Lloyds Bank

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary 5 weeks plus locking etc	
FPO	L Vallis	Groundsman Runwell Park 4 weeks @ £232.50	£930.00
FPO	Essex Pension Fund	Staff Pensions	
FPO	JCR Garden Serv	Hall Garden - Monthly	£60.00
FPO	PPL/PRS	Hall Music Licence Performing Rights & Entertainment	£654.72
D/debit	Veolia	Hall Refuse	£182.68
FPO	CCC	Annual rent for 1.7 Acre field	£25.00
FPO	CK Insurance	Allotment Annual Insurance	£143.02
D/debit	Adobe	Acrobat Pro	£15.17
D/debit	ICO	Annual Subscription	£35.00
FPO	RCCE	Hall Membership	£72.00
FPO	Jeff Wickham	Runwell Shed reimbursement re Dust Extractor	£907.14
FPO	Acacia Tree Service	Cut down dead tree at Runwell Park	£400.00
FPO	Severn Seas Products	Coronation Coins & Lapel Badges	£1473.00
FPO	Scribe	2023 Subscription	£1226.88
FPO	WeGlaze Windows	Deposit for Hall Windows	£11917.97
FPO	VC Stephens	Allotment Key Deposit	£25.00
FPO	L Goodwin	Returned Hall deposit	£30.00
FPO	A Paltiguera	ditto	£30.00
FPO	S Skeels	ditto	£30.00
Total			£21175.19

The Council agreed a transfer of £21,000.00 (Twenty-one thousand pounds) from the Deposit Account to the Current Account to cover these payments

Barclays Bank

D/debit	British Gas Business	Monthly Bill February 23	£2194.65
D/debit	E.on Next	Electricity used at Hall monthly	£181.00
D/debit	BT	Monthly Invoice Office & Park Broadband	£211.29
D/debit	BT	Hall Payphone	£73.50
Debit Card	BHN	Oak Trees	£104.85
107672	HM Rev & Customs	Tax/NI Jan Feb, Mar	£1465.85
Total			£4231.14

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

(ii) **Appointment of Internal Auditor**

The Council resolved to appoint Mrs J Stobart as Internal Auditor for the period 2022/23 for a fee of £240.00

(iii) **S137 Grants Policy**

The Council reviewed the Draft S137 Grants Policy and recommended 2 revisions. Agenda item for next meeting.

(iv) **Runwell Flower class Grant Application**

The Council reviewed the grant application from Runwell Flower Class. The application was discussed in detail. The Chairman agreed to replies from the floor by the applicant. The motion to support the grant was unsuccessful.

Minute 225 Correspondence

1. Royal British Legion offer of plaques for The Queens Green Canopy. Offer declined.

Minute 226 Planning

Applications received:

- (i) 23/00147/FUL 35 Rushbrook Avenue – Proposed two storey rear extension and alterations to existing extension. RPC comment - Supported
- (ii) 23/00408/FUL 42a Carlton Road – Proposed first floor rear extension. Addition of rooflights and first floor windows. RPC comment – Supported
- (iii) 23/00322/FUL Chapel At Former Runwell Hospital Runwell Chase - Change of Use from Chapel (Use Class F1(f)) to a Dental Surgery (Use Class E (e)) with no external changes. RPC Comment: Support the change of use from Class F1(f) (Nursery) to Class E(e) Dental Surgery. The fabric of the building both externally AND internally must be protected. The Council would not be in favour of other Class E uses not deemed as suitable for this significant Grade II Listed Building - St. Luke's Chapel.

Minute 227 Runwell Park

- (i) Replacement Oak Trees – The trees will be located in new positions to allow for a path to the proposed New Toilet block, this will be done when the risk of frost has passed.
- (ii) Quotation for Locking/Unlocking Park Gates: Quotation received from S-Type Security at £15 plus VAT per visit. This was considered to be too expensive on a weekly basis. The subject will be re-visited in the future.
- (iii) Chelmsford City Council response to meeting to seek assistance with anti-social behaviour in Runwell Park. The members present all read the response from Nick Eveleigh and were disappointed that a private meeting was held within the City Council with no officers from Runwell present. The reply given was to close or divert ProW Footpath 7 and to take this up with Essex County Council. The Clerk was instructed to write a very strong letter of reply to Nick Eveleigh stating the actual needs of Runwell to secure Runwell Park and to seek financial and physical support from The City Council as landlords of the site. The reply was considered unacceptable and showed a total disregard for the current situation and missed the point that assistance was required urgently to

ensure the safety of Runwell residents using the park. If no assistance is forthcoming then there should be serious consideration given to returning the park to CCC.

Minute 228 Highways

- **David Avenue** – The Council considered a residents request for parking on and potentially purchasing the verge by their property. Applicant to be directed to Essex County Council – Highways.
- **Brock Hill Bus Shelter** – Complaint received regarding the bin located outside the shelter. One of the Councillors volunteered to keep the bin tidy.

Minute 229 King Charles III Coronation 6th May 2023

The Clerk informed the members that the coins and lapel badges had been received. Samples were circulated. The school representatives for RCPS and St. Luke's will advise when the schools are celebrating the Coronation so the coins can be distributed, a list of volunteers was made.

The Council resolved that surplus coins could be sold for £3.00 and lapel badges for £1.50

Minute 230 Reports

- **Hall** – The extra chairs recently needed for the Hayes Caravan Park meeting had now been returned to the outside garage.
- **Park** – No further report.
- **Runwell Roundabout** – The Spring edition had been delivered, thanks to the volunteers. Next edition: Advert to be placed to promote Runwell Flower Class. Article/Reminder re the proper use of bins and dog bins.
- **St. Luke's Park** – No further report
- **Allotments** – The land is currently very wet.
- **Public Rights of Way** – No report
- **Schools** – RCPS – new IT Suite and Queen Elizabeth II library up and running. Starting a project for Old Times when the school started – stories and photos needed. Details to Cllr Hutson.
- **CCC** – City Council Elections on 4th May 2023.

Minute 231 Notices of Motions and Future Business

- Planning Committee Meeting (if business dictates) Monday 24th April 2023 at 7pm (moved forward one week due to Bank Holiday)
- Annual Parish Meeting Monday 17th April 2023 7pm

Minute 232 Agenda items for the next meeting of Runwell Parish Council on 15th May 2023: 1. S137 Grant Policy. 2. Runwell Park.

Please note no decision can lawfully be made under this item. LGA 1972 section 12 10(2)(b) states that business must be specified.

The meeting closed at 9.15pm.