

**MINUTES OF COUNCIL MEETING 6<sup>th</sup> NOVEMBER 2017  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs. Lansdale, Martin, Rogers and Sloane. Mesdames: Evans, Martin, Payne and Wolf. Chelmsford City Councillors Ride and Millane. 10 members of the public.

**Minute 138 Apologies:** - None

The Chairman welcomed everyone to the November meeting.

**Minute 139 Declarations of Interest** – Cllr Sloane declared a personal interest in Minute 143 Planning Item 1 Application for “Eco timber building” by Runwell community Primary School.

**Minute 140 Public Participation**

1. CE reported that Knight Group were again using the water bowser in Runwell Chase. (Clerk to report to Sarah Colman Countryside Properties)
2. LP asked if there were any updates on St.Mary’s crossing. None received.
3. MR reported that parking restrictions were now in place in Egbert Gardens.
4. JS commented on the lane closure on the A130
5. JW asked for an update on the watercourse by 28 CEL, PC responded that further information was due soon from ECC
6. BL commented on the Estate Agents hoarding for the Pre School Event.
7. Mrs E of Ethelred Gardens expressed concern about the unauthorised development opposite The Toby Carvery. RR updated on the enforcement action currently being taken.
8. JD reported that cars were now parking in Keith Avenue following the restrictions in Egbert Gardens. One of the residents (TC) had put a warning notice.
9. DD reported that the seat outside the Village Hall was in need of attention

**Minute 141** The Minutes of Council Meeting 2<sup>nd</sup> October 2017; Minutes of Hall Committee Meeting held 16<sup>th</sup> October 2017; Minutes of Planning/Standing Committee Meeting held 16<sup>th</sup> October 2017 and Minutes of Playing Field Committee Meeting held 16<sup>th</sup> October 2017 were approved and signed by the Chairman as a true record.

**Minute 142 Co-option of Councillor**

The members reviewed the application from Mrs Angela Ellis and formally co-opted her to fill one the vacancies. Mrs Ellis signed her Acceptance of Office and took her seat with the members.

**Minute 143 Clerks Report**

The Clerk read out the October report see Appendix 1.

**Minute 144 Finance**

**1. Payments:**

Petty Cash

Chelmsford Gravel – 5 tonne Type 1 Stone Runwell Park - £200.00                      Total £200.00

Prepayments

107410	Viking Direct	Office Supplies	£55.14
D/debit	British Gas	Gas used at Hall	£134.01

Cheques to issue

107411	Mrs J Pharez	Salary	
107412	Mrs G Smith	Caretakers Salary 5wks	
107413	L Vallis	Groundsman 5 weeks	£1555.00
107414	Essex Pension Fund	Pension	£406.41
107415	DMR Garden Services	Hall Garden October	£60.00
107416	A-Z Supplies	Hall Supplies	£100.69
107417	Chelmsford City Council	Summer Play in the Park	£120.00
107418	BF Ground Maintenance	Grass Cutting – Sept/October (5 cuts)	£660.00
107419	The Flag Consultancy	Hall Flag	£318.00

107420	Clearview Communications	Annual Service Agreement	£1053.60
107421	M Gibson	Internal Audit Fee	£60.00
107422	Mr West	Allotment Key Deposit	£25.00
107423	Mr Luxford	ditto	£25.00
107424	RBL Poppy Appeal	S137 Donation	£100.00
107425	Cash	Petty Cash as above	£200.00
107426	L Abbott	Caretaker holiday cover	£50.00
107427	P Clark	Hall Expenses	£155.71
107428	H Hanbridge	ditto	£100.00
107429	K Owers	Returnable Hall Deposit	£20.00
<b>Total</b>			<b>£6948.24</b>

The Council agreed to transfer £7000.00 from Business Premium Account to Current Account to cover these payments.

2. Receipts and Payments 1<sup>st</sup> April 2017 – 30<sup>th</sup> September 2017. The Council approved the accounts – see appendix 2

### **Minute 145 Correspondence**

Draft response re Runwell Park/Funding - The Council reviewed the draft letter to Chelmsford City Council – Nick Eveleigh and confirmed the Clerk should forward to arrange a meeting to discuss.

### **Minute 146 Planning -**

Applications Received:

1. Runwell Community Primary School - 17/01731/FUL – Retrospective application for a timber eco building. Comment: Access rights need to be established, the point at which the children cross the road is affected by this. There has been an assumption that the right of way under the care of residents that back onto the site (which is used for their personal access to their rear garages etc) can be used by the Runwell Community Primary School for both vehicular and pedestrian access. There is another pedestrian access close to Homeholly House currently gated. Many years ago the vehicular access to maintain the field was to the rear of Homeholly House Car Park on the shared boundary. If there is a change of access the building may need to be re-positioned. The parish council are extremely concerned about the safety of children crossing Church End Lane there should be a safety audit as to the speed of traffic and a pedestrian crossing installed. There are currently issues with parking in the Church End Lane area at school drop off and collection times. The eco building is to be used as a "Forest Nursery" a clear parking plan for parents is needed to avoid further congestion. There is no information provided as to the power supply for the building, water or sanitation. The field has been used for grazing for a number of years, the school will need to make provision for the maintenance of the open areas.
2. Phase 3B Runwell Hospital Site - 16/00684/MAT/1 – Material amendment to permission 16/00684/FUL for the Variation of Condition 3,15,16,& 17 to amend the northern boundary enclosure, re-locate refuse storage from under the maisonette, relocate cycle parking provision and amend general parking arrangement. Comment – No objections.
3. Runningwell House, Warren Road – 17/01834/FUL – Part first floor and part two storey front and side extension. Comment: No objection and state that this a large property and a further large extension which should comply with current planning policy. The property should remain a single dwelling and a condition be applied to this effect.

### **Minute 147 Standing Committee Appointment**

Mrs Chris Evans was appointed to the Standing Committee

### **Minute 148 Banking Arrangements**

The Chairman explained the problems with Barclays Bank PLC over the change of signatories. Other banks had been visited and a comparison of facilities reviewed. The best alternative bank had been assessed as Lloyds TSB. It was proposed, seconded and approved to move the parish council bank accounts to Lloyds TSB.

## **Minute 149 Reports**

**Village Gateway** – JW had contacted JAKS UK and Glasdon for information. Price varies according to size and design, site visit needed. The members expressed a preference for UPVC. Planning permission is not required but permission is need from ECC Highways as to the position. CE volunteered to meet a representative to discuss further.

**Allotments:** LP reported that 42 rents received at the AGM and a further 15 collected to date. Runwell Honey from the Allotments available to buy at the end of the meeting.

**Park** – PC reported that funding the children’s play area was a priority also the extension of the car park.

**Hall** – BL reported the radiators had been cleaned internally and the window handle would be repaired shortly. Awaiting a further gas inspection report.

**CCC** – No further report.

**Runwell Roundabout** – Autumn/Winter Edition at the printers, distribution needed next week.

**PRoW/Footpaths** – DD had nothing to report about the footpaths but reminded everyone about the Boxing Day Walk leaving Runwell Park 26<sup>th</sup> December 2017 at 10.30am. The walk is approximately 5 miles and takes about 3 hours.

**Tree Wardens** – SM asked if there was any news on the Canewdon Gardens oak tree. PC reported the planning application was still under consideration.

**Minute 150 Notices of Motions and Future Business:** Finance meeting Monday 20<sup>th</sup> November 2017 at 7pm. Planning Committee meeting same evening if needed. Working party for Christmas decorations Friday 24<sup>th</sup> November 1.30pm

**Minute 151 Agenda Items for next meeting:** TBA

Meeting closed 9.20pm