

**MINUTES OF COUNCIL MEETING 4th FEBRUARY 2019  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs. Martin, Rogers, Sloane & Tarplett. Mesdames: Ellis, Evans, Martin, Payne & Wolf. 7 Members of the public.

**Minute 193 Apologies:** - Mr WB Lansdale; CCC Ride & Millane

The Chairman welcomed everyone to the February meeting.

**Minute 194 Declarations of Interest** – None declared

**Minute 195 Public Participation**

1. RG reported Church End Avenue pavement defects still not repaired. PC has reported.
2. DD reported Church End Lane streetlights not working on the bend. Clerk has reported.
3. FW asked when St. Mary's crossing would be working. Report later in the meeting.
4. JP reported smoking and littering with cigarette butts outside The Laurels Nursing Home. Letter to be sent.
5. SM reported 2 streetlights not working on the link road to Runwell Chase. Clerk to report.

**Minute 196 Co-option of Councillor/s – 2 Vacancies - No applications.**

**Minute 197** The Minutes of Council Meeting 7<sup>th</sup> January 2019 were approved by the Council and signed by the Chairman as a true record.

**Minute 198 Clerks Report** see Appendix 1.

The Council did not support the request for a 13<sup>th</sup> Party at the Village Hall

**Minute 199 Finance**

(i) Payments:

Barclays Bank PLC:

107595	A Blackwell	Returnable Allotment Key Deposit	£25.00
107596	K Bunyan	Returnable Hall Deposit	£30.00
107597	R Prideaux	Ditto	£30.00
107598	PPL PRS Ltd	Hall Music Licence	£533.48
107599	Basildon Locksmiths Ltd	Extra MT5 Key (17 <sup>th</sup> September)	£31.18
D/Debit	British Gas	Hall Gas Oct, Nov, Dec	£1236.25
D/Debit	N Power	Monthly Hall Electricity	£124.00
D/Debit	BT	Monthly Office Phone and Internet	£81.04
D/Debit	Eon	Park electricity	£208.13

The Council needs to authorise a transfer of £4000 from Barclays Bank to Lloyds Bank

107600	RPC	Lloyds Bank	£4000.00
		Barclays Total	£6299.08

Sufficient funds are held in the Barclays current a/c to cover these payments

Lloyds Bank PLC (online payments etc):

Mrs J Pharez	Salary		
Mrs JC Rogers	Caretaker 4 weeks		
Mrs JC Rogers	Hall Garden		£60.00
L Vallis	Groundsman 4 weeks		£1274.00
Essex Pension Fund	Pension Mrs J Pharez		£428.93
	& C Rogers		£24.90
Viking Direct	Office Supplies		£38.38
A – Z Supplies	Hall Supplies		£44.36
	Lloyds Total		£3520.84

Sufficient funds held in Lloyds Bank to cover these payments

- (ii) Budget Review – See appendix 2. The Council reviewed the figures as submitted by the Clerk. Reserves are building for the Renewal of the Play Equipment project at Runwell Park. Other items on schedule, further review of Fire Alarm and Toilet Refurbishment at Hall needed. Hall committee meeting TBA.

### **Minute 200 Correspondence**

1. CCC Civic Services Manager – Operation London Bridge – Order form for Condolence Books, Photographs etc. It was agreed to order 2 condolences books; two official photographs of Queen Elizabeth and two photographs of Duke of Edinburgh. LP to approach St. Mary's to cover 50% of the cost. CE to purchase 4 Black Photo Frames 10"x8"
2. Wickford Carnival – Request to use Runwell Park for assembly on Sat 14<sup>th</sup> September. The Council agreed to the request. Clerk to write letter with conditions covering: Restrictions on parking; Wardens/Officials to have DBS checks; Litter clearance; Times of Road Closure.
3. RCCE – Mental Health First aid Training – Clerk to get more information and offer course facilities at Runwell Village Hall.
4. A Jones (St.Mary's)/D Benito (Essex Highways) – St. Mary's Crossing – Clerk to write expressing disappointment with the delivery of the project and to ascertain when the crossing will be operative.
5. ECC – Chelmsford Park & Ride Consultation 21<sup>st</sup> January – 22<sup>nd</sup> March 2019 Clerk to complete on behalf of RPC.
6. SLCC – Devolution of certain highway services to Parish & Town Council sectors. Clerk to obtain more information, parish resources in Runwell would be insufficient to cover Highways matters, a return to more local management via CCC would be acceptable.

### **Minute 201 Planning -**

#### **Applications Received:**

- (i) 19/05008/TPO - Brockfield House, Kemble Way – Sycamore – Fell, displaying signs of rot and posing a risk to pedestrians and cars. RPC comment: No objection to the removal, new tree to be planted elsewhere on site.
- (ii) 18/02032/FUL – Oak Tree Farm, Burnham Road, Wickford – Change of use of agricultural buildings to B1 (Business) with associated works. RPC comment: This application is far from the parish boundary, we would defer comments to Rettendon Parish Council.
- (iii) 19/00044/FUL - Quart Pot, Runwell Road – New single storey extension. RPC comment: Application supported.
- (iv) 18/01848/FUL – 56 Brock Hill – Conversion of existing outbuilding to create annexe, including single storey side and rear extensions and front porch. RPC comment: No objections in principal subject to the planning regulations for annexes being strictly adhered to and not to permit the creation of a self-contained dwelling.
- (v) 18/02087/FUL – Southlands Farm, Runwell Road – Retrospective application for hardstanding for the purpose of agricultural use. RPC comment: Object to the application. It is believed the current surface of scalplings is permeable; tributary streams to the River Crouch and soakaways are close by, (the River Crouch is on the boundary of the farm) there is a risk of hazardous substances eg agricultural chemicals and diesel etc being stored on site with a potential for leakage into the river system.
- (vi) 19/00117/FUL - 19 Grange Road – Single storey front and rear extension with internal alterations. RPC comment: Supported

### **Minute 202 Highways**

- St. Mary's Crossing: See Minute 200 (4) Alan Jones from St.Mary's has been seeking assures for the opening date of the crossing. Road issues have been resolved and now issues with the lighting columns. RPC to write.
- The Chairman reported on the continued parking issues in Runwell Gardens /Church End Lane. Matter to be raised with Nick Binder SEPP Manager.
- Runwell Brook fence in Church End Lane – Further report submitted on line by the Clerk

### **Minute 203 Hall**

- Further estimates needed for CCTV and Fire Alarm system.
- Hall Committee meeting arranged for Monday 18<sup>th</sup> February 2019 7pm

### **Minute 204 Reports:**

**Allotments:** Waiting to hear from gate contractor to arrange a date for the work to be completed.

**Park** – No issues

**Hall** – Maintenance items to be included on the Hall Committee agenda: Car Park; Toilet refurbishment; CCTV; Security; Fire alarm etc

**CCC** – No report

**Runwell Roundabout** – YW (via the Clerk) requested articles for the Spring edition of the Runwell Roundabout by the end of the month.

**PRoW/Footpaths** – DD reported that the path between The Quart Pot and Laburnums had been cleared, the Chairman added that the Quart Pot had been asked to clear the rubbish amalgamated in their boundary hedge. DD asked whether the council could write to Countryside Developments regarding the blocked ditch on its outer boundaries. Specific area to be identified and letter to be sent.

**Tree Wardens** – No report

### **Minute 205 Notices of Motions and Future Business:**

- Next Council Meeting Monday 4<sup>th</sup> March 2019
- Hall Closed 10<sup>th</sup> – 18<sup>th</sup> April 2019 (Floor)
- Annual Parish Meeting 29<sup>th</sup> April 2019
- Local Elections 2<sup>nd</sup> May 2019

Other: Cllr B Lansdale & Cllr K Tarplett gave apologies for March meeting.

Meeting closed 9.35pm