

**MINUTES OF COUNCIL MEETING 4th DECEMBER 2017
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr. P Clark; Mr CJ Sloane. Mesdames: Evans, Martin, Payne and Wolf. Chelmsford City Councillors Ride and Millane. 8 members of the public.

Minute 157 Apologies: - Messrs Lansdale, Martin and Rogers

The Chairman welcomed everyone to the December meeting.

Minute 158 Declarations of Interest – Cllr Sloane declared a personal interest in Agenda Item 9. Planning Item 4 Application for “Eco timber building” by Runwell community Primary School. (See Minute 165(4))

Minute 159 Public Participation

1. JS expressed concern on behalf of Hall neighbours about the potential booking facility on Sundays for christenings. (refer to next Hall committee meeting)
2. SM reported that they had removed a rotten oak tree on their property – not protected by TPO.
3. CE asked SM to review two further oak trees in Runwell Chase; Work at St. Luke’s starting earlier than agreed time of 8am (Clerk to advise ???? at Countryside)
4. LP thanked all the volunteers for helping to put up the Christmas decorations.
5. RD thanked the City Councillors and the parish council for the support with regard to the Oak Tree issue in Canewdon Gardens. RD further commented on Agenda item 9 Planning (4) Rotunda building to be located in school playing field stating that no provision was shown for car parking for the extra nursery staff.
6. PC stated that the school were trying to bring in an initiative to marshal the parking. Meeting to be arranged with the Headmistress to discuss parking issues amongst other matters. Further comment re the Oak Tree to reflect positive response between neighbours and professionals engaged by both parties – hopefully tree will be saved.
7. RH from River Crouch Conservation Trust also gave thanks to members and residents for speaking in defence of the Oak tree in Canewdon Gardens. Thursday 7th December there will be a meeting at Rettendon to discuss the closure of bus routes affecting the village. RH further reported that brown trout had now been caught in the River Crouch.

Minute 160 The Minutes of Council Meeting 6th November 2017; Minutes of Planning/Finance Committee Meeting held 23rd November 2017 were approved and signed by the Chairman as a true record.

Minute 161 Co-option of Councillor

No applications received. Maintain as an Agenda Item.

Minute 162 Clerks Report

The Clerk read out the November report see Appendix 1.

Minute 163 Finance

1. Payments:

Petty Cash

Park – Petrol & Expenses £41.59 Plants – Hall £10.98 Stamps £14.52 Christmas Decs £19.99 **Total £87.08**

Prepayments

107430	Essex Carpentry	Hall Door	£400.00
107431	Wicksteed Leisure	O/S Invoice Swing Clips	£10.68

Cheques to issue

107432	Mrs J Pharez	Salary	
107433	Mrs G Smith	Caretakers Salary 4 wks	
107434	L Vallis	Groundsman 4 weeks	£1244.00

Continued:

107435	Essex Pension Fund	Pension	£406.41
107436	A-Z Supplies	Hall Supplies	£71.93
107437	BF Ground Maintenance	Grass Cutting	£264.00
107438	BT	Quarterly Office Phone and Internet	£230.42
107439	Images	Autumn/Winter Roundabout	£210.00
107440	L Salmon	Returnable Hall Deposit	£20.00
107441	D Phillips	Allotment Key Deposit 1@£12.50 1@ £25	£37.50
107442	Cash	Petty Cash as above	£87.08
D/Debit	N Power	Hall Electricity	£75.00
Total			£4642.50

Sufficient funds held on Current Account to cover these payments.

2. Runwell Parish Council Budget 2018/19. The Council approved the budget as submitted.
3. Precept 2018/19. The Council agreed to increase the precept as recommended by the Finance Committee to £79416 effect on Band D properties £51.41

Minute 164 Correspondence

1. ECC – Draft agreement for Flood Improvement Services – The council did not accept the draft agreement the indemnity clause needs revising. PC/JP to arrange a further revision.
2. CCC – CIL Reporting 01/04/16 – 31/03/17 Amount received for this period £2765.42 plus £489.94 retained from previous year 15/16, no expenditure as holding monies towards larger park project (Clerk to complete and publish by 31 December 2017)
3. CCC – CIL received April – September 2017 - £11832.52
4. CCC – Parish and Town Precepts 2018/19 – See Minute 163 Finance item 3
5. CCC – Play Schemes 2018 – Book 1st Thursday in August 2018
6. ECC/Via Alan Jones – St. Mary’s Proposed Pedestrian Crossing – Clerk to send letter seeking clarification and arrange meeting with Amber Randelsome.
7. Runwell Community Primary School – Advert request. The Council declined the request as this would be unfair to other facilities in the locality. Acceptable to mention in a general school article.
8. CCC – Local Plan Consultations date change Development Policy Committee 18th Jan 2018 – noted.
9. Bob Croot – Request for Bypass - Noted
10. Tony Stoker – Runwell Park parking complaint – PC has been liaising with CCYFC to stagger match times, they have been told twice and notices have been sent to parents. If problem persists request CCC to send a parking attendant to ticket infringements. Clerk to send reply.
11. St. Mary’s Church – Letter of thanks and breakdown of costs for churchyards - Noted

Minute 165 Planning -

Applications Received:

1. 17/01979/FUL - 12 Hoe Lane Rettendon Common - Replace existing conservatory roof with a replica tiled roof. Comment: This a Rettendon application close to the border with Runwell. No objections.
2. 17/01976/FUL - Orama 2A Lindon Road - First floor extension, conversion of garage to habitable space with new canopy over. Comment: No objections
3. 17/01893/FUL - 14 David Avenue - Proposed loft conversion with flat roof dormer to front elevation. Single-storey rear extension. Comment: The rear extension is not mentioned on the application form but included on the plans submitted. No objection.
4. 17/01731/FUL - Runwell Community Primary School - Retrospective application for a timber eco building. (Amended application position of building moved) Comment: RPC state this should be a completely new application; the position of the building is completely different to the first application and is no longer a retrospective application as the building is yet to be sited. Strong letter of objection received from the Mrs Hall 25 Clare Avenue. Car parking provision for staff not shown. No dimensions shown on the drawing as to the exact positioning of the building and appears to be close to the boundary with 25 Clare Avenue, it should also show a fenced area which will be needed for the protection of the children.

5. 17/01744/FUL - Rose Cottage Main Road Rettendon - First-floor side extension. Comment: We are unsure why this has been sent to Runwell as it is well within Rettendon Parish. No comment.
6. 16/00684/MAT/2 - Phase 3B Runwell Hospital Site Runwell Chase - Material amendment to permission reference 16/00684/FUL (Conversion of, and extensions to, former Administrative Building to accommodate 14no. residential apartments with associated access, parking and landscape arrangements.) in order to raise the approved floor levels of the northern duplex units. Comment: Part of the original permission stated that no building would be higher than the original building, the design should reflect this.

Minute 166 Reports

Allotments: LP reported that all rents had now been received.

Park – No further report

Hall – CE reported that the RHA storage cupboard lock was still in need of repair

CCC – No report.

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

PRoW/Footpaths – DD reported that CCC had now put up a sign stating it was illegal to dump rubbish on the corner of Meadow Lane at the junction with Footpath 7. Reminder that the 43rd Boxing Day Walk leaving Runwell Park 26th December 2017 at 10.30am. The walk is approximately 5 miles and takes about 3 hours.

Tree Wardens – SM asked for people to be vigilant for oak die back

Minute 167 Notices of Motions and Future Business: Community Carol Service Saturday 16th December 2017 4pm Runwell Village Hall

Minute 168 Agenda Items for next meeting: TBA

Meeting closed 9.10pm