

**MINUTES OF COUNCIL MEETING 4<sup>th</sup> APRIL 2022  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs: Lansdale, Redway, Rogers & Sloane; Mesdames: Ellis, Goodwin & Hutson. 1 member of the public.

**Minute 242 Apologies:** - Messrs Davis, Mpawose & Tarplett; Mesdames Evans & Payne. Apologies accepted.

The Chairman welcomed everyone to the April meeting.

**Minute 243 Declarations of Interest** – None declared

**Minute 244 Public Participation**

The following matters were raised: Runwell Road disruption due to Cadent Gas repairs & related diversions; road sweeper needed in Runwell Chase to stop debris blocking drains; dog bin urgently needed for St. Luke's strategically by Brockfield House end of Runwell Chase; Identity of vans crossing verge by Brockfield House (Company will be contacted) alterations needed to the barrier width; contact from Wickford Carnival – assembly discussed; repair completed to drain by Homeholly house; Planning application for new dwelling at rear of 19 Church End Avenue refused. (Refusal notice circulated), No parking signs for residents area in Church End Lane

**Minute 245** The Minutes of Council Meeting held 7<sup>th</sup> March 2022; Minutes of Planning Committee Meeting held 21st March 2022 and Minutes of the Standing Committee held 21<sup>st</sup> March 2022 were all approved and signed by the Chairman as a true record.

**Minute 246 Clerks Report** – See Appendix 1 (Report read out and noted.)

**Minute 247 Finance:**

**(i) Payments for authorisation**

Lloyds Bank – Pre-payments:

Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17

Lloyds Bank - Payments

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 5 weeks plus locking	
FPO	Essex Pension Fund	Staff Pensions	£732.24
FPO	L Vallis	Groundsman Runwell Park	£1436.50
FPO	Mrs JC Rogers	Hall Garden - Monthly	£60.00
FPO	PPL/PRS	Hall Music/Entertainment Licence 21/22	£662.12
FPO	EALC	Yearly Affiliation Fee	£776.43
FPO	CCC	Annual Lease Rental 1.7 acres @ Runwell Park	£25.00
FPO	Chris Knott Ins	Allotment Insurance Policy renewal	£143.02
FPO	Activ8	Runwell Roundabout Spring Edition 2022	£425.00
D/debit	Veolia	Hall Refuse March 2022	£194.26
FPO	E Williams	Hall Returnable Deposit	£30.00
FPO	N Andrews	ditto	£30.00
		<b>Total</b>	<b>£6609.94</b>

A transfer of £7000 (Seven thousand pounds) was agreed from the Deposit Account to the Current Account to cover these payments.

### Barclays Bank Pre- Payments to 31<sup>st</sup> March 2022

D/debit	Brit Gas	Gas used at Hall	£533.70
D/Debit	British Telecom	Hall Payphone Mar – Jun 22	£66.71
D/Debit	British Telecom	Office & Park CCTV combined phone/broadband 1/4ly	£582.28
D/Debit	ICO	Annual Data Protection fee	£35.00
Deb	TLC	Runwell Shed Electrical Supplies/Parts	£336.54
Deb	Amazon	Metal Cabinet for PA Accessories	£34.98
Deb	Amazon	Jubilee Decorations, Plates, T/Clothes, Bunting, Napkins & Balloons	£70.67
Deb	Amazon	Replacement Hall Bin	£39.94
		Subtotal	£1699.82

### Barclays Bank Payments for authorisation

D/debit	E.on Next	Electricity used at Hall monthly	£181.00
107659	Y Green	Returnable Hall Deposit	£30.00
107660	HMRC	Tax/NI Jan, Feb, Mar 2022	£1414.56
		<b>Total</b>	<b>£3325.38</b>

Sufficient funds held in the Barclays Current Account to cover these payments. All the payments as listed above were approved by the Council.

**(ii) Runwell Shed Grant Application.** The Council formally approved the grant application as detailed under March 2022 Minute 224 Correspondence item 6 in the sum of £1100.00 (One thousand, one hundred pounds) for Runwell Men's Shed (S137 expenditure)

### **(iii) Review Internal Control Measures**

Item deferred to next Agenda

### **(iv) Financial Risk Assessment 2021/22**

Item deferred to next Agenda

### **Minute 248 Correspondence**

1. PKF Littlejohn – Notice of External Audit 2021/22, Submission deadline Friday 1<sup>st</sup> July 2022– Noted.
2. Changing Places Toilets – Government Funding. Item researched and funding to be allocated to larger Unitary Local Authorities not available to parish councils.

### **Minute 249 Planning**

Applications received:

- (i) 22/00402/FUL - 68 Waverley Crescent - Single storey rear extension. **RPC comment:** Supported.
- (ii) 22/00442/FUL - The Anchorage Runwell Chase - Demolition of existing dwelling, stables/equestrian building, and detached storage building. Construction of new building incorporating a dwelling and stables/ equestrian area with associated amenity space and parking provision. Construction of a replacement storage building for agricultural/land management purposes. Landscaping, improvement to access and realignment of sand school boundary. **RPC comment:** Runwell Parish Council objects to this application due to previous planning conditions not being met: 16/01773/FUL "Retrospective application for a building and use of it as a dwelling with associated parking and garden. Proposed external cladding and sedum roof. Demolition of storage compound and gym building" Condition 1 of approval: The gym building shall be demolished and resulting debris removed from the site within 2 months of this decision notice. The gym building is shown on the submitted plans as an existing storage building together with adjacent storage building both proposed for demolition and rebuild. Therefore the previous condition was never met. Condition 2 of approval: Storage area as approved 16/00586/CLEUD shall cease to be used for storage within 3 months of the decision notice. This area is clearly identified as a yard area and has not been returned to grass as previously indicated. The sand school appears to be a new element not previously shown.

## **Minute 250 CCTV Runwell Village Hall Installation – Defer to next meeting**

### **Minute 251 Reports:**

1. **Hall** – Windows scheduled for fitting later this week; bin replaced, and Hall Floor scheduled for August Holidays. Re-fit of the ladies toilet to be prioritised, two quotes needed 1. Full re-fit and 2. Basic repair of walls and replacement toilets, to be scheduled for the August Holidays.
2. **Park** – No further report.
3. **Allotments** – Covered in Clerks report.
4. **Footpaths** – No report.
5. **Runwell Roundabout** – Spring Edition 2022 completed and delivered.
6. **QEII Jubilee** – Volunteers needed to help on the day. Names noted. Itinerary has been finalised.
7. **School Representation RCPS** – The school is looking for further Community Governors – meetings start at 6pm, further information available from DH. School parking issues have been discussed with the Headteacher. The Chairman has been approached to be a Governor for the new St. Luke's school.
8. **CCC** – The City Council formally approved all the changes as recommended by the Community Governance Review creating a third ward for St. Luke's of 2 members and reducing the membership of the East Ward to 4. No change in the overall number of Councillors on the Parish Council. Cllr Clark in capacity as the Rettendon & Runwell representative has lodged a formal complaint as the new ward created is in effect an "Island Ward" with areas either side still within the East Ward, further letter sent to the Boundary Commission.

### **Minute 252 Notices of Motions and Future Business:**

Planning Meeting: 3<sup>rd</sup> Monday 18th April 2022 7pm if business dictates. (As this is Easter Monday, if meeting needed it will be moved on by one week to 25<sup>th</sup> April)

Annual Parish Meeting Monday 25<sup>th</sup> April 2022 8pm.

Next Full Council meeting Monday 9<sup>th</sup> May 2022 8pm (First & Annual Meeting)

**The meeting closed at 10pm**