

**MINUTES OF COUNCIL MEETING 6<sup>th</sup> AUGUST 2018  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs: Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Payne & Wolf. Chelmsford City Councillors Millane and Ride; 26 members of the public

**Minute 69 Apologies:** - Mr & Mrs Martin, Mr B Lansdale

The Chairman welcomed everyone to the August meeting. The Chairman asked the Councillors if the Agenda could be altered to bring forward Item 9 Planning sub section 2 Meadow Lane Redevelopment to allow those from the Gypsy and Traveller Community present to be represented and speak on the subject. This was agreed.

**Minute 70 Declarations of Interest** – None declared

**Minute 71 Public Participation**

1. CE reported a faulty noticeboard at the St. Luke's development
2. AE/MR both reported that the hedge adjacent to the footpath on the A132 Runwell Road was badly overgrown and required urgent cutting back. Clerk reported that ECC Cllr Grundy was aware of this issue and given the matter his support. Formal report lodged on ref ECC 49832 12 07 18
3. LP reported on the Play in the Park which had been well attended.
4. MR/JS reported on parking issues in Clare, David and Keith Avenues. The Chairman explained parking restrictions would have to go through South Essex Parking Partnership (SEPP)
5. JS reported that one of the traffic calming bollards in Brock Hill had been damaged again.
6. JW reported further areas in Runwell needing hedges cut back, listed for the Parish Clean Up Team due in September; JW further reported on the pungent smell of smoke most evenings – Clerk confirmed that CCC Environmental Officers were aware as several residents had also complained
7. JW/FW asked for an update on St. Mary's Crossing. The Chairman invited Cllr Ride to respond: RR advised that work for the "Puffin Crossing" would start 13<sup>th</sup> August for a few weeks.
8. JD reported that parking issues in Clare/David and Keith fluctuated; group of residents getting a petition together for restrictions.

**Minute 72** The Minutes of Council Meeting 2<sup>nd</sup> July 2018 were approved and signed by the Chairman as a true record.

*The meeting was closed and opened to the public for comment.*

**Minute 73 Planning**

**(2) Meadow Lane Redevelopment** (Community Engagement Event Thursday 5<sup>th</sup> July 2018 – comments)

Chelmsford City Councillor Lance Millane read out a comment including references to Land Group negotiations re Meadow Lane and a statement directed at the Chairman.

Several of the travellers present spoke about the plan for the redevelopment of Meadow Lane and that they would like to move. The spokes lady advised that their negotiations were with Duncan Andrews (Land Group) and that the parish council should contact him directly to get more information. (Contact details to be given to the Clerk at the end of the meeting)

The Chairman thanked the Gypsies and Travellers present for attending and advised that the Council would contact Duncan Andrews; as and when a formal planning application is received then further comment will be made. Several people left the meeting as the matter had been discussed.

*The meeting was closed for public comment and re-opened as the formal Council meeting.*

**(1) Applications received**

- (i) 17/00335/MAT Site at 63 – 65 Brock Hill - variation of condition 1 of planning permission) to alter the siting of the detached garage to plot 1, increase the height of plot 1 by 230 mm, amend the roof height of plot 2 by 350 mm to match plot 3, remove the previously approved visitors parking space and add new bi-fold doors to rear of all plots. RPC comment: No objections but

raise concerns over the removal of the visitor parking in Lindon Road.

- (ii) 18/01209/FUL 44 Brock Hill – Single storey rear extension with front & rear first floor extensions. RPC comment: No objections
- (iii) 18/00947/FUL 96 Church End Lane- Change of use from hairdressers to a 1 bedroom dwelling, construction of a new dual-pitched roof with front & rear dormers to accommodate new first floor. RPC comment: No objections subject to clarification on the parking.
- (iv) 18/00111/MAT Land Adjacent to 88 Ethelred Gardens - Variation of Condition 2 of the planning reference 18/00111/FUL (New bungalow, new vehicular access and parking area)to:  
 1) construct the dwelling to brick dimensions reducing the need for brick cutting  
 2) provide better proportioned windows to the dwelling  
 3)provide a slight rear projection to provide a better proportioned lounge area and providing interest to the exterior of the building  
 RPC comment: The request appears to contradict Condition 2 of the original approval; runwell Parish Council maintains the original objection and objects to this amendment.

#### Minute 74 Clerks Report – See Appendix 1

#### Minute 75 Finance

##### (i) Payments

##### Petty Cash

Petrol – Park £21.40 Window Cleaning – Village Hall £85.00  
 Photocopier toner cartridge £30.61 Total £137.01

##### Prepayments Lloyds Bank & Barclays Bank

107553	Basildon Locksmiths	Allotment Padlock repair	£78.00
Online	D Jarvis	Park – Bench bases	£1908.00
D/debit	Brit Gas	Gas used at Village Hall	£299.59
D/debit	E.on	Electricity – Park	£115.50

##### Payments from Lloyds Bank and Barclays Bank

Online	Mrs J Pharez	Salary	
Online	Mrs JC Rogers	Temporary Caretaker 3 weeks	
Online	Mrs JC Rogers	Hall Garden	£60.00
Online	L Vallis	Groundsman 5 weeks	£1592.00
Online	Images	Summer Roundabout	£210.00
Online	A – Z Supplies	Hall Supplies	£59.95
		Hall Supplies	£90.55
		Hall Supplies	£39.58
		Hall Supplies	£59.95
Online	HMRC	Tax, NI Apr, May, Jun	£971.93
Online	D Jarvis	Fitting of 4 tables & 2 Seats	£552.00
Standing Order	Essex Pension Fund	Pension	£428.93
Debit Card	Cash	Petty Cash as above	£137.01
		Lloyds sub-total	£5817.70

The Council agreed to transfer £4,000 from Lloyds deposit a/c to current account

107556	Images	Spring Roundabout	£200.00
107557	Shaw & Sons Ltd	Minute Book	£149.69
107558	M Gibson	Internal Audit	£60.00
107559	Glasdon UK Ltd	Picnic Benches (x4) & seats (x4)	£4087.86
107560	Brit Gas Commercial	Cooker Inspection visit	£126.00
107561	Phoenix Entities Ltd	50% Kitchen Installation	£7480.22
107562	P Nevill	Returnable Hall deposit	£100.00
107563	L Levey	ditto	£100.00
D/Debit	N Power	Monthly Hall Electricity	£75.00
D/Debit	BT	Monthly Office Phone and Internet	£78.12
D/Debit	WAVE	Water used at Hall 6 months	£545.42
		Barclays Total	£13002.31

The Council agreed to transfer £10,000 from Business Premium A/c to Current A/c to cover these payments.

**(ii) Receipts & Payments 1<sup>st</sup> April 2018 – 30<sup>th</sup> June 2018**

The Council approved the Receipts & Payments for the period 1<sup>st</sup> April – 30<sup>th</sup> June 2018 see Appendix 2

**Minute 75 GDPR – Runwell Parish Council Privacy Policy**

The Council read and approved its Privacy Policy and agreed to publish on its website.

**Minute 76 Correspondence**

1. Essex Highways – Repeated traffic count. Information noted and date for repeat count in Church End Lane near Runwell Community Primary School. Following the next count consider a request for a 20mph zone near the school
2. RJ Payne – Report from Meadow Lane Development meeting at Barn Hall Social Club. The Chairman reminded all the Councillors of the Code of Conduct. Most Councillors attended the meeting at Barn Hall Social Club as private individuals. Letter of reply to be sent to Mr Payne.
3. Essex Highways – “Highways Highlights” newsletter – noted.
4. CCC – Planning Enforcement Update re 2 Keith Avenue – matter resolved.
5. CCC – Planning Policy – Removal of Public comments from the website. Consequence of GDPR
6. Essex & Herts Air Ambulance – Thanks for donation & invitation to visit HQ
7. ECC – Transport Meeting October 2018 – Invitation for Agenda Items by 24<sup>th</sup> August – The Chairman further reported on the results of the bus consultation earlier in the year. The no. 10 bus should start its new route in September.

**Minute 77 Highways –A132 Runwell Road**

Hedge by the Glebe Field now cut back. Owners of Burr Hall have disclosed their property boundary and the next problem hedge is on the verge and part of the Highway; ECC Cllr Grundy is assisting in asking ECC Highways to investigate and cut back this area.

**Minute 78 Reports**

1. **Park** – PC reported that the new benches for the park had been installed. Football pitches in poor condition due to the extreme hot weather conditions. Additional activities to be booked for Play in the Park Summer 2019
2. **Hall** – Committee meeting arranged for Monday 20<sup>th</sup> August 7pm
3. **Allotments** – No report
4. **Footpaths** – No report
5. **Runwell Roundabout** – Ask the printers to use a lighter paper for the next edition. CE asked if it was possible to get a map of St. Luke’s with street names.
6. **CCC** – No further report
7. **Tree Wardens** – No report.
8. **Highways/Other** – JW asked on the progress of the ditch by 28 CEL, PC responded.

**Minute 79 Notices of Motions and Future business**

- (i) Hall committee meeting Monday 20<sup>th</sup> August 2018 7pm

**The meeting closed at 9.45pm**