

**MINUTES OF COUNCIL MEETING 3rd AUGUST 2020
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr P Clark; Messrs: Lansdale, Redway, Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Payne & Wolf; 3 members of the public, contact details noted.

Minute 19 Apologies: - Mr & Mrs Martin

The Chairman welcomed everyone to the August meeting.

Minute 20 Declarations of Interest – Although not present Mr & Mrs Martin had declared by email a personal interest in the Planning Application relating to “Site at The Oaks, Runwell Chase and would take no part in the comment.

Minute 21 Public Participation

The following matters were raised:

Water leak outside St.Mary’s Church – resolved; Hedges/verges encroaching the footpath adjacent Runwell Road; Tank in the ditch in Runwell Chase; New dog bins still to be installed at St. Luke’s Park; Increased speeding issues in Church End Lane; Thanks for pavements resurfaced in Swan Lane; Highway repair outside 66 Brock Hill completed; Fire and fly-tipping in Meadow Lane adjacent to Runwell Park; Glebe field let – new tenants unknown at present; Further verges reported as uncut in and around the Runwell Road, Reported unlicensed waste transfer on land opposite the Toby Carvery; loose manhole cover Runwell Road by pedestrian refuge at bottom of Runwell Chase; Oak die back in 4 trees Runwell Chase; Exit from Runwell Allotments – sight line hampered by roadside hedge; general poor parking too close to road junctions Church End Lane; still waiting for Wantz Corner mini roundabout to be re-painted; bend in Church End Lane has been done.

Minute 22 The Minutes of Council Meeting held 6th July 2020 and the Hall Committee Meeting held 20th July 2020 were approved and signed by the Chairman as a true record.

Minute 23 Finance

1) Payments

Petty Cash

G Redway – Plumbing Parts £37.96 Window Cleaning Village Hall £85.00 Total £122.96

Pre Payments/Payments from Lloyds Bank & Barclays Bank

107631	Cash	Petty cash as above	£122.96
D/debit	Veolia	Hall Refuse July	£139.44
D/debit	N Power	Electricity used at Hall monthly	£181.00
D/debit	BT	Monthly Office Phone and Internet	£92.49
D/debit	E.on	Electricity @ Park Apr – Jul	<u>£165.32</u>
		Subtotal	£701.21

Payments from Lloyds Bank Aug 2020

Mrs J Pharez	Salary		
Mrs JC Rogers	Caretaker 5 weeks		
Mrs JC Rogers	Hall Garden July	£60.00	
L Vallis	Groundsman Monthly	£1436.50	
Standing Order	Essex Pension Fund Staff Pensions	£615.97	
Mrs JF Howett	Returned Hall Deposit	£30.00	
Mike Gibson	Internal Audit	£60.00	
Capitol Hygiene	Yearly Service contract Feminine Hygiene Unit Jul 20 – Jun 21	£318.24	
A-Z Supplies	Gloves, Hand Gel, Paper	£32.95	
Viking	Printer Ink, Stamps & Wall Dispenser	<u>£66.56</u>	
		Subtotal	£4554.12
		Total from Barclays and Lloyds	£5255.33

The Council agreed transfer of £5,000 from the Lloyds Business Deposit Account to Current Account to cover these payments. Sufficient funds held in Barclays to cover payments.

- 2) Annual Internal Audit Report 2019/20 – No issues raised by the Internal Auditor Mike Gibson. The Council approved the report.
- 3) Section 2 Accounting Statements 2019/20 – The Council approved the Accounting Statements which were signed by the Chairman.

Minute 24 Correspondence

- 1) **Clerks report** read out. Place back on Agenda as separate item from September. See appendix 1.
- 2) Correspondence received:
 - (i) CCC – Community Governance Review Consultation by 25th September 2020 – RPC response: no changes needed for Runwell, maintain councillor numbers and boundaries.
 - (ii) CCC – Parishes Meeting (date tbc 10th, 11th or 12th August) PC & Clerk to attend. Agenda items to be discussed – CCC approach to Covid-19 & Community Governance Review
 - (iii) CCC – Statement of Community Involvement (Planning) by 18th August – RPC Response:
 - (iv) CCC – Special Expenses Review – Response deadline 14th August, new charge proposed. RPC response: Strongly oppose, Clerk to write letter. PC to send joint RPC & Ward Member response.
 - (v) CCC – Tree Planting Scheme Runwell Park – Agenda item for September meeting

Minute 25 Planning:

Applications Received:

- (i) 20/01042/CLEUD 2 Boiler House Road – Outbuilding to be used as gym for personal use. RPC comment: No objections.
- (ii) 20/00975/FUL Site at The Oaks, Runwell Chase – Demolition of bungalow and ancillary buildings. Construction of two detached dwellings and garages. RPC comment: This site is in the Metropolitan Green Belt and outside of the defined settlement area for Runwell, developments in such areas are generally considered inappropriate, the proposed development has a larger footprint than the current bungalow and would detract from the openness of the green belt due to the proposed height of the buildings; the design of the properties is out of context with the current mix of dwellings which are by majority bungalows or chalet bungalows; (reference to property styles similar to St. Luke's are not relevant to the older mix of properties along Runwell Chase) Infilling is considered inappropriate in the green belt.
- (iii) 20/01076/FUL 45 Harold Gardens – Retrospective application for a garden room to be used as home office, play room & storage. RPC comment: No objections.
- (iv) 20/01118/FUL 59 Ethelred Gardens – Remove existing conservatory, build single storey rear extension. RPC comment: No objections.
- (v) 20/01091/FUL Land South of 10 Browns Avenue – Install 20m x 40m rubber silica sand ménage; wood post and rail fencing. RPC comment: No objections.
- (vi) 20/05135/TPO Runwell Sports & Social Club – G3 x6 Horse Chestnuts – Crown lift & cut back 1-2metres; T1 Oak – cut back 1-2 m; T3&T4 Poplars – cut back 1-2 metres. RPC comment: No objection to the maintenance of the trees. The application needs to be clarified as to the ownership of the trees believed to be Chelmsford City Council who lease the land to Runwell Sports and Social Club. Not all of the reports were visible on the website and there is some confusion as to the position of the football pitch in relation to the position of the trees.
- (vii) 20/01146/FUL 5 Stokes Link – Proposed single storey extension. RPC comment: Supported

Minute 26 Park

1. Play Area Schedule – Clearance and preparation work nearing completion. Installation of new play equipment proposed start date 24th August. Initial installation meeting for the new phone line/broadband held with BT Openreach, further site meeting to follow.
2. Groundsman contract defer to next meeting.

3. PC reported that Runwell Sports & Social Club had enquired about using the park for training purposes for junior members. Dates and numbers to be agreed.
4. PC/Clerk reported that Wickford Veterans FC had approached to hire a pitch. Price agreed for the season £1200. Awaiting further response.
5. Carnival – Clerk to find out whether this is taking place this year.

Minute 27 Reports

- **Hall** – AE no further report. (Matters reported in Clerks report attached)
- **Park** – PC no further report see Minute 26 above.
- **CCC** – PC reported that the City Council could be facing a deficit of approx. £10m due to loss of revenue.
- **Allotments** – LP reported that the alleged chemically damaged/poisoned batch of manure was undergoing tests by a fertiliser manufacturer. Manure to be left untouched for at least 18 months. It was agreed that 2 new water tanks in the sum of £80 approx. plus Vat could be purchased. 17 people on the waiting list. It was further agreed to give one years' notice to increase the rent to £25 per plot. No AGM to be held this year, rents only to be collected.
- **Footpaths** – The Curry Hill footbridge/cycle path (over the A130 linking Runwell and Rettendon) was put in the wrong place and requires a footpath diversion for it to be used as a link from St. Luke's to Rettendon Church. The Boxing Day Walk 2020 is planned to go ahead as normal.
- **Runwell Roundabout** – The Clerk reported that Sue Pollard (Editor) was happy to put together the next edition. Distribution to St. Luke's Park to be reviewed.
- **Tree Wardens** – Not present.
- **PRoW** – No further report.

Minute 28 Notices of motions and future business:

- Planning Committee 3rd Monday 17th August 2020 (if business dictates)

Minute 29 Agenda items for next meeting:

Park – Groundsman Contract & Tree Planting Scheme

The meeting closed at 10.25pm