

**MINUTES OF COUNCIL MEETING 7th DECEMBER 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; Mrs D Hutson. 4 members of the public, contact details noted.

Minute 63 Apologies: - Apologies accepted from: Mr & Mrs Martin (High level shielding)

The Chairman welcomed everyone to the December meeting.

Minute 64 Declarations of Interest – None declared

Minute 65 Public Participation

The following matters were raised:

Double yellow lines in Tidworth Avenue (application has been sent to SEPP); Blocked ditch flooding FP10 by St. Luke's Development, matter reported; Potential light nuisance from property in Runwell Rd, affecting traffic on A132 (follow up & report to CCC Environmental); Installation of new water troughs at Allotments has been delayed; Continued concerns with speeding traffic in Church End Lane and parking issues at school times; Presentation by Karl Bunting re "The Oaks" Planning application ; Issues with the trash screen & fencing protecting the culvert Meadow Lane (ECC aware awaiting repair); thanks from 2 members of public re work done at Runwell Park (Play Area & new trees)

Minute 66 The Minutes of Council Meeting held 5th October 2020 were approved and signed by the Chairman as a true record. (No meeting held 3rd November due to Lockdown restrictions)

Minute 67 Co-option of Councillor

Mrs Dawn Hutson was unanimously elected to fill the vacancy on the Council. Declaration of Office signed. Mrs Hutson took her seat with the members.

Minute 68 Clerks Report

See appendix 1. (Includes matters covered during lockdown and planning responses during this period).

Minute 69 Finance

(i) Payments

Lloyds Bank

Pre-payments:

D/debit	Veolia	Hall Refuse October	£139.73
D/debit	Adobe Pro	Monthly subscription	£15.17
FPS	Abbott Signs	Park Play Area signage	£38.59
FPS	Paul Clark	New Hedge - Park	
		Sundries for Electrical/CCTV Installation	£745.73
FPS	Kompan	Final Installation	£32614.34
		Total	£33553.56

A transfer of £34,000 was made to cover the pre-payments.

Payments

Mrs J Pharez	Salary	
Mrs JC Rogers	Caretaker 5 weeks	
Mrs JC Rogers	Hall Garden	£60.00
L Vallis	Groundsman Monthly	£1436.50
Standing Order	Essex Pension Fund Staff Pensions	£632.64
A-Z Supplies	Hall Supplies	£49.10
	Ditto	£88.07
N Griffiths	Returned Hall Deposit	£30.00
PKF Littlejohn	External Audit Fee	£480.00
BF Ground Maintenance	October Cut Runwell Park	£132.00
Paul Clark	Play Area & CCTV preparation/parts	£280.04
	Total	£5086.40

A further transfer of £5,000 from the Lloyds Business Deposit Account to Current Account is required to cover the current payments.

Barclays Bank

Petty Cash

Window Cleaning – Village Hall £85.00 New electrical points – Changing rooms Park - £80.00

Pre-payments

D/debit	N Power	Electricity used at Hall monthly	£181.00
D/debit	BT	Combined Phone, Broadband at Hall & Park & Installation	£325.63

Payments

107638	Cash	Petty Cash as above	£165.00
			Total £671.63

Sufficient funds are held in the Barclays Current Account to cover these payments. The Council agreed all the payments and transfers.

(ii) Finance Review 1st Apr 20 – 30th Sept 20. The Council accepted the report. See Appendix 2.

(iii) Budget Calculations 2021/22 – The Council accepted the report. See Appendix 3

(iv) Precept 2021/22. The Council agreed a precept of £109438 Band D Charge £59.74 per annum.

Minute 70 Correspondence

1. ECC – New Primary School consultation – response by 13th December 2020. New school supported, location/address details to be corrected to show “Runwell” (not Rettendon)
2. Census 2021 – Improving Community take up & assisting with promotion. Noted
3. CCC – Request for article in Runwell Roundabout covering Community Governance Review. Agreed.
4. CCC – Play in the Park – Easter and Summer programme, booking confirmation required. (Full days only for 2021) Clerk to arrange booking/s.
5. ECC – Change of timescale to Bus Shelter Project (will now commence Autumn 2021). Noted.

Minute 71 Planning:

1. Applications responded to since last meeting (During Lockdown 2):
 - (i) 20/01473/FUL Land East of Lynfords Farm Runwell Road - Construction of new 4-bedroom house with detached double garage and associated works, formation of new crossover to Runwell Road. See response in Clerks Report.
 - (ii) 20/01555/FUL 40 Egbert Gardens - Ground floor front extension, two storey rear extension and first floor extension to the side elevation. See response in Clerks Report.
 - (iii) 20/01717/FUL 46 Brock Hill Runwell - Single storey rear extension, conversion of existing garage and internal alterations. See response in Clerks Report.
 - (iv) 20/01688/FUL 178 Church End Lane - Single storey rear extension. Response in Clerks Report.
2. Planning Applications Received:
 - (i) 20/01560/FUL 3 Bruton Link - Retrospective application for path and fence to side of house. RPC comment: Supported.
 - (ii) 20/01826/FUL 5 Lynfords Drive - Demolition of existing conservatory and construction of two storey side extension. RPC comment: Supported.
 - (iii) 94/06237/S73 28 Brock Hill - Removal of Condition 4 to application 94/06237/FUL (New dwelling and garage (plan no ps1145 and location plan)) for conversion to habitable space and alterations to include window. RPC comment: Supported.
 - (iv) 20/01782/FUL 23 South Hanningfield Way - Demolition of existing extension. Proposed two storey rear extension and addition of window to first floor. RPC comment: Runwell Parish Council are concerned that this double storey rear extension will have an overbearing effect on the neighbouring property at 25 Sth Hanningfield Way.

- (v) 20/05271/TPO 96 Swan Lane - T1 Oak - Crown reduction of up to 4m - Reason: The tree is very over grown, danger of branches coming down and causing damage to property. RPC comment: Supported.
- (vi) 20/01883/FUL Building North Of Moat House Farm - Demolition of existing commercial unit and construction of new dwelling. RPC comment: Runwell Parish Council have no objection subject to the increase in the footprint of the new dwelling not being larger than the footprint of the commercial building which is to be demolished.
- (vii) 20/01834/FUL Site At The Oaks Runwell Chase - Demolition of bungalow and ancillary buildings. Construction of two two-storey detached dwellings. RPC comment: Runwell Parish Council has the following revised comments: 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 introduces two identical dwellings with an adjoined carport which as a whole would have greater prominence in the streetscene than what is already present and would detract from the openness of the green belt due to the additional dwelling; 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 (the second dwelling) is considered inappropriate in the green belt.

Minute 72 Allotments Lease – (see update in Clerks report)

Minute 73 Runwell Park

- i. New Play Area – PC reported snagging issues. Play area very well received by the community.
- ii. CCTV. Installed and will be monitored by Chelmsford City Council. Some adjustments will be needed to the broadband service details to follow.
- iii. Chelmsford City Council Tree Planting Scheme. Majority of trees planted, and rabbit fencing installed for protection. “Community Planting” had to be shelved due to lockdown. The trees purchased by this parish council are to follow.
- iv. The Chairman thanked the work party for planting the new screening hedge.
- v. Runwell Men in Sheds – This project will go ahead in 2021; still awaiting approval from CCC legal department. Funding of £3k has been awarded by ECC.
- vi. Public Toilets. Initial quotation received from County Washrooms £60k. Structural survey needed. Further quotations and re-assessment will be needed 2021. No decision until more information available.
- vii. 1.8 Acre Lease – Clerk to check expiry date and renew.

Minute 74 Reports

- **Hall** – AE reported that the service provided by the Pre-School continued to be well received. The cleanliness of the Hall – very good – thanks to the Caretaker Carol Rogers.
- **Park** – No further report.
- **CCC** – PC report Local Governance Review – summary for newsletter to follow; Planning: local issues taken up on behalf of residents.
- **Allotments** – LP: 21 people on the waiting list, last few rents to be collected.
- **PRoW/Footpaths** – DD: no official Boxing Day Walk, DD to do a private walk of Runwell's PRoW; PC/DD New footpath/cycleway using the Curry Hill bridge over the A130 linking St. Luke's Park and Rettendon progressing, hopefully by the end of Phase 4 of St. Luke's development.
- **Runwell Roundabout** – Spring edition Feb/Mar 2021
- **Tree Wardens** – Not present.

Minute 75 Notices of motions and future business:

- Planning Committee 3rd Monday 17th December 2020 7pm (if business dictates)
- Parish Council Meeting Monday 4th January 2021 8pm

The meeting closed at 10.05pm