

**MINUTES OF COUNCIL MEETING 6<sup>th</sup> DECEMBER 2021  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs: Davis, Lansdale, Mpawose, Redway, Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Goodwin & Payne. 5 members of the public.

**Minute 154 Apologies:** - Mrs D Hutson. Apologies accepted.

The Chairman welcomed everyone to the December meeting.

**Minute 155 Declarations of Interest** – None declared

**Minute 156 Public Participation**

1. AE raised 2 issues regarding RCPS. Firstly a matter relating to the swimming grant and secondly continued parent parking/road blocking at drop off times, endorsed by GR. AE also pointed out that some pickled onions were available to buy at the end of the meeting with proceeds going to the Air Ambulance.
2. LP thanked the volunteers for putting up the Christmas decorations. Reported damage to the timetable in the Downham Road Bus Shelter (matter already reported). Further reported that the resident who fell earlier in the year had received correspondence from ECC.
3. GR reported that fallen oak leaves had blocked the drains opposite his property which he had cleared. Drains still blocked and require jetting. Report to be made to ECC Highways.
4. JS asked when the Hall car park was going to be repaired. Clerk to expedite the work.
5. SD reported on admission policy for the new school at St. Luke's Park.
6. BL asked for a progress report on the placement of new dog bins for Runwell Chase/St. Luke's Park. Further inquiries to be made of CCC to see if they were now in a position for these to be installed. Ongoing litter issues to be reported to CCC Street Cleaning Team.
7. JD asked for a progress report on the replacement Hearing Loop, Clerk advised work was scheduled to commence from 4<sup>th</sup> January 2022.
8. DD reported the continued unauthorised dumping and burning of rubbish in Meadow Lane. PC reported that all the relevant enforcement agencies had been advised of the unlicensed waste recycling and actions are in hand.
9. FW reported on his tour of Essex & Suffolk treatment works at East Hanningfield earlier in the year.
10. RH expressed concern that the swans at Hullbridge appeared to have contracted bird flu and were dying. RH further suggested the creation of a new footpath to connect a path under 3 Arches railway bridge and along the bank of the River Couch to Battlesbridge.
11. WP reported that she was the Neighbourhood Watch Co-ordinator for Keith, Clare and David Avenue's and would be happy to assist any other residents to set up similar schemes. Clerk has the contact details. Some help requested to get further resources from the main Chelmsford City Council co-ordinator.

**Minute 157** The Minutes of Council Meeting held 1<sup>st</sup> November 2021 and the Minutes of Extraordinary Council Meeting held 15<sup>th</sup> November 2021 were approved and signed by the Chairman as a true record.

**Minute 158 Clerks Report** – See Appendix 1 (Report read out and noted.)

**Minute 159 Finance**

**(i) Payments**

**Lloyds Bank – Pre-payments:**

FPO	Billericay Glass	Deposit for replacement units	£296.60
FPO	MJ Fencing	Park - Installation of Bin Bases	£708.00
FPO	W Farthing & Son	Replacement Playground Gates & Installation	£2196.00

Continued.

### Payments for authorisation

Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17
Deb	Amazon	Refrigerator Thermometer	£5.60
Deb	Microsoft 365	Annual Renewal	£79.99
FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 5 weeks (+Sat clean/lock x5)	
FPO	Essex Pension Fund	Staff Pensions	£713.86
FPO	L Vallis	Groundsman Runwell Park	£1436.50
FPO	Mrs JC Rogers	Hall Garden - Monthly	£60.00
FPO	BF Ground Maint	Grass Cutting Runwell Park – Oct	£540.00
FPO	Viking	Office Supplies	£53.95
FPO	PC Wright Electrical	Village Hall repair to Storage Area	£111.36
FPO	BIS Door Systems	Pavilion door	£1946.40
FPO	EALC	Course S Goodwin	£84.00
FPO	A – Z Supplies	Hall Supplies	£51.31
FPO	Safe Fire Protection	Service fire Extinguishers Hall & Park	£273.60
FPO	Birketts LLP	Legal fees for Allotment Renewal	£547.20
FPO	R Matthews	Hall Returnable Deposit	£30.00
FPO	J Quarrell	ditto	£30.00
FPO	D Barclay	ditto	£30.00
FPO	J Shufflebotham	ditto	£30.00
FPO	D Wallaker	Refund rent for allotment Plot 15 given up	£25.00
D/debit	Veolia	Hall Refuse November	<u>£139.44</u>

**Total £11456.47**

All the payments were approved and a transfer of £7500 (Seven thousand five hundred pounds) was agreed from the Deposit Account to the Current Account to cover these payments.

### Barclays Bank

#### Pre-payments:

Debit Card	Aldi/Co-op	Meeting refreshments	£32.65
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#### Payments for authorisation

<u>Petty Cash</u>	Owl Box – Halls £50.00	L Vallis Fuel March – November £132.49	£182.49
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D/debit	E.on Next	Electricity used at Hall monthly	£181.00
D/debit	BT	Office/Park/CCTV Telephone & Broadband Quarterly	£584.85
107657	M Gooday	Allotment Key Deposit Returned Plot 2	£5.00

**Total £985.99**

All the payments were approved. Sufficient funds held in the Barclays Current Account to cover these payments.

### (ii) Precept

The Council formally proposed and seconded that the precept be requested for £113506 One Hundred and Thirteen Thousand, Five Hundred and Six Pounds. The application was formally signed by the Chairman and the RFO. The effect on Band D properties is £59.74 0% increase from the previous year.

### Minute 160 Correspondence

1. CCC – Tree Warden Scheme. Details of a new Tree Warden Scheme read out. New warden for Runwell to be appointed once the scheme is up and running.
2. Mayor of Chelmsford – Invitation to Civic Carol Service Friday 10<sup>th</sup> December 2021. Apologies to be sent.
3. ECC/EALC – Essex Library Service Consultation 26<sup>th</sup> November – 21<sup>st</sup> January 2022. Clerk to complete the on-line consultation.
4. ECC Ian Grundy – Report received on the progress of the new St. Luke’s Park School.
5. Dawn Hutson – Apologies and RCPS update re parking and community involvement.

Continued

### **Minute 161 Planning**

Applications Received:

- (i) 21/02132/FUL – 16 Canewdon Gardens – Replace existing roof with raised pitch roof with two pitch roof dormers to the front and a flat roof dormer to the rear. RPC comment: Supported
- (ii) 21/02259/FUL – 79 Brock Hill – Single storey rear extension. RPC comment: Supported
- (iii) 21/05212/TPO – Brockfield House - W1- Oak (Marked T64 on map) - Remove deadwood - Reason- This trees is approx. 13/14m in height and has several large dead limbs over-hanging the main entrance; Willow ( Marked T02 on map) - Height reduction by 7m, remove over handing limb and ivy - Reason - This tree is approx. 13/14 m in height, and has a large limb growing across the road this looks to be have a lot of weight, and ivy growing over the tree which in time will suffocate and kill the tree; Hawthorn (Marked T54 on map) - Fell to ground - Reason - This tree has several dead limbs over hanging the fence and encroaching the road way. On further inspection it seems to have moved from the root base and being held up by the fence. RPC comment: Supported
- (iv) 21/02244/FUL – 54 Church End Lane – Double hip to gable loft conversion with two dormer windows to the front and a flat roof dormer to the rear. Alterations to existing fenestration. RPC comment: No objection

### **Minute 162 Reports**

1. **Hall** – AE requested that the Clubs be reminded of the entry procedure due to regularly setting off the Intruder Alarm. Clerk to send out. Still issues with the heating controls as current controller cannot be moved and Honeywell thermostats not compatible with the Remeha boilers. New “Isens” controller needed. MR requested that new Christmas decorations could be purchased this month and stored ready for 2022
2. **Park** – PC reported the “Trenching” would take place next week to allow cables for connecting a new light and CCTV camera. Thanks to Chris Hall for making the new “Owl Box” to be installed in the 1.8 acres shortly. New litter bins had been installed.
3. **Allotments** – LP reported that the site was very wet at present. Squirrels are a problem.
4. **Footpaths** – DD advised that the 47<sup>th</sup> Boxing Day Walk would meet at Runwell Park from 10am to leave at 10.30am and would include visiting the “Running Well”
5. **Runwell Roundabout** – Winter 2021 edition completed and will be collected later this week for distribution. SD & JM offered to help deliver copies at St. Luke’s Park.
6. **School Representation** – See Minute 160 item 5
7. **CCC** – PC reported that CCC committee meetings were currently being held virtually. Council meetings being held at Hylands Park. It had been agreed to accept the “Hamburger” design for the new junction at the Army and Navy Roundabout

### **Minute 163 Notices of Motions and Future Business:**

Planning Meeting: 3<sup>rd</sup> Monday 20<sup>th</sup> December 2021 7pm if business dictates. Next Full Council meeting Monday 12<sup>th</sup> January 2022.

### **Minute 164 Agenda items for next meeting**

QEII Platinum Jubilee; carry over items

**The meeting closed at 9.35pm**