

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

**IN ATTENDANCE:** - Chairman: Mr P Clark; Messrs: Lansdale, Redway, Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans & Payne; 7 members of the public.

**Minute 204 Apologies:** - Mesdames Clark & Wolf; Mr & Mrs Martin

The Chairman welcomed everyone to the February meeting.

**Minute 205 Declarations of Interest** – None declared

**Minute 206 Public Participation**

1. GR reported that the Heras fencing by Runwell Brook, Brock Hill, boundary with Homeholly House (HH) had been moved leaving a dangerous gap. Warden of HH to be contacted to put back in correct position.
2. AE reported flooding and extra mud on the road causing dangerous conditions by Southlands Cottages, Runwell Road impossible to see after lights out, ECC Highways ref 2652179; rubbish build up in bus shelter near Browns Avenue.
3. LP asked that the Guides be reminded to clean the glue off the tables after use.
4. MR reported defective streetlights in Egbert Gardens (will give Clerk the numbers to report); request that Wantz corner mini-roundabout is repainted as currently not visible; MR/JD pothole in Swan Lane (reported last month see ref: 2650435)
5. PC reported issue with unadopted footpath linking Runwell Gardens and Canewdon Close, now in a very poor condition. ECC Highways investigating reference 2652029; Land issue in Tidworth Avenue has been chased up, currently with CCC Legal Department; Essex Police deployed a speed watch on Tuesday 28<sup>th</sup> January, further initiatives to follow with a summary to go in the Runwell Roundabout; PC/CE reported dirty roads on the St. Luke's development and litter on the link road, PC to speak to Countryside; Residents of St. Luke's and Countryside to meet soon to discuss issues.
6. BL reported that both manhole covers adjacent to the pedestrian refuge on the A132 by the former junction with Runwell Chase had dropped/collapsed. Report ref 2652173.
7. JL spoke of his boundary fence issues following a letter from CCC Planning & Enforcement, explaining his reasons and the advice he sought prior to erecting the fence. PC had visited the site and was liaising with CCC Planning & Enforcement.
8. RH reported that the River Crouch Conservation Group would be having a work party at the end of April. There had recently been three sightings of otters at Battlesbridge.

**Minute 207** The Minutes of Council Meeting held 6<sup>th</sup> January 2020 and the Hall Committee Meeting held 20<sup>th</sup> January 2020 were approved and signed by the Chairman as a true record.

**Minute 208 Clerks Report (see Appendix 1)**

Report read out. It was agreed that Hall Storage would be an Agenda Item for the next meeting.

**Minute 209 Finance** – Payments to issue

Petty Cash

Steel Teapot £18.48    Window Cleaning – Hall £85.00    Travelling J Pharez £9.00

Petrol – Park £16.85    Total £129.33

Pre Payments from Lloyds Bank

E Williams	Returnable Hall Deposit	£100.00
UK Men in Sheds	Annual Membership	£24.00
Abbott Signs	Memorial Bench Plaque	£33.60
Argos	Microwave for Hall Kitchen	<u>£49.99</u>
	Subtotal	£207.59

### Payments from Lloyds Bank

Mrs J Pharez	Salary	
Mrs JC Rogers	Caretaker 4 weeks plus locking etc	
L Vallis	Groundsman Monthly	£1436.50
Mrs JC Rogers	Hall Garden	£60.00
Standing Order	Essex Pension Fund Staff Pensions	£582.53
PC Wright Electrical Ltd	Hall & Park	£1768.07
A-Z Supplies	Hall supplies	£50.12
Viking Supplies	Office Supplies	£59.09
Viking Supplies	Hall & Office Supplies	£39.76
Emily Pitt	Returnable Hall Deposit	£30.00
T Beadle	ditto	£100.00
D Scharff	ditto	£30.00
P Clark	Refuse Bag Hoop Rings	£39.95
Veolia	Hall Refuse December x4 weeks	£139.73
	<b>Lloyds Total</b>	<b>£6361.38</b>

The Council agreed a transfer of £6,500 from the Business Deposit Account to Current Account to cover these payments.

### Payments Barclays Bank

D/Debit	BT	Monthly Office Phone and Internet	£90.61
D/Debit	N Power	Electricity used at Hall monthly	£181.00
107621	Brentwood Pigeon Club	Returnable Hall Deposit	£100.00
106722	Cash	Petty Cash as above	£129.33
		<b>Barclays Total</b>	<b>£500.94</b>

Sufficient funds are held to cover these payments.

### **Minute 210 Correspondence**

1. Wickford Carnival Committee – Park booking for 12<sup>th</sup> September 2020. It was agreed the assembly could take place with the same conditions as last year.
2. St. Mary's Church – Summary of Churchyard costs. RPC grant amounts to approximately 25% of the total cost to maintain both the churchyards.
3. E & J Lawrence – Copy of letter to CCC Planning Enforcement & Chairmans reply. The Council further discussed the letter (see Minute 206(7)) and were sympathetic to the issues encountered by the family. RPC would be supportive of a planning application when received.

### **Minute 211 Planning: Applications Received:**

The Chairman Paul Clark declared a Non-pecuniary interest relating to Planning item (i) 68 Brock Hill and took no part in the response decision.

- (i) 20/00008/FUL – 68 Brock Hill – Conversion of existing garage to a study and construction of a single garage. RPC comment: No objection to the conversion of the garage into a study. Concern raised about the positioning of the new proposed single garage by the front boundary currently concealed by a large hedge. The proposal could create a precedent for further applications of a similar nature; it was also felt there is insufficient turning space to access the garage by vehicle.
- (ii) 20/00080/FUL – Land & Building NW of Lynfords New Farm – Re-development of livery yard to provide 6 new dwellings. RPC comment: No objection to the principle of the development, the design of the properties is in keeping with the street scene. There is no mention of access for the construction traffic. Lynfords Drive is an unadopted single width road, the development will most likely cause disruption to residents and damage the road which is thought to be the responsibility of the residents and mitigation should be put in place to repair/replace the road.

### **Minute 212 Allotments Lease**

No further news.

### **Minute 213 Hall – Gents toilet refurbishment**

Hall Chairman AE asked for further comments on the draft specification. MR requested on behalf of the caretaker that the size of, and positioning of, the sink in the cupboard should be checked prior to obtaining quotes, this was agreed. It was further agreed that the date the work could be carried out was a high priority. Companies to be approached: CW Country Washrooms (Chelmsford); Colchester Property 360; Jack Sherran; Ruggles & Jefferies. (Addresses to be supplied to the Clerk)

### **Minute 214 Website**

Clerk advised the transfer of the website is in hand. PC asked if another Councillor could take over running the website, AE will consider.

### **Minute 215 Highways**

See issues raised in Minute 206 Public Participation.

### **Minute 216 VE Day May 8<sup>th</sup> 2020**

LP set out the format of the day. Tea Dance 1pm – 5pm for invited guests and clubs. Evening Dance to follow on from 7pm open to all. Formal programme of events to follow, further meeting to draft invitation list. Any money raised to be donated to SSAFA. Tesco to be approached for assistance/raffle prize.

### **Minute 217 Reports**

**Hall** – See minute 213

**Park** – PC reported meeting with CCC to Project Manage the procurement of and installation of the new playground, the application for the Essex Sheds could now progress to the next stage, permission to be sought from CCC; Enquiries made through CCC to assist with the tree planting scheme – proposed area from the fenced ditch towards the Quart Pot Public House. MR raised the issue of nuisance dogs getting into the Hard Play area, gates to be adapted to be spring loaded to stay shut. Agenda item for Park Committee next meeting Monday 17<sup>th</sup> February 7pm

**Allotments** – No report.

**Footpaths** – No report

**Runwell Roundabout** – Articles needed by the end of the month.

**Tree Wardens** – No report.

**CCC** – Work to dismantle the Army & Navy Flyover to commence 10<sup>th</sup> February 2020 at night times 9pm – 5am.

### **Minute 218 Notices of motions and future business:**

- Planning Committee 3<sup>rd</sup> Monday 17<sup>th</sup> February (if business dictates)
- Park Committee Meeting Monday 17<sup>th</sup> February 2020 7pm
- Parish Council meeting Monday 2<sup>nd</sup> March 2020 8pm
- Annual Parish Meeting Monday 27<sup>th</sup> April 2020 8pm

### **Minute 219 Agenda items for next meeting**

Carry over items plus Hall storage;

**The meeting closed at 9.40pm**