

**MINUTES OF COUNCIL MEETING 7<sup>th</sup> FEBRUARY 2022  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs: Davis, Mpawose, Redway, Rogers & Sloane; Mesdames: Ellis, Evans, Goodwin, Hutson & Payne. 4 members of the public.

**Minute 194 Apologies:** - Messrs Lansdale & Tarplett. Apologies accepted.

The Chairman welcomed everyone to the February meeting.

**Minute 195 Declarations of Interest** – None declared

**Minute 196 Public Participation**

The following matters were raised: Inconsiderate parking by attendees to the football at Runwell Sports and Social Club, bus route obstructed. Matter to be raised with the organisers; Continued poor parent parking in Church End Lane for Runwell Community Primary School particularly bad outside Homeholly House to be discussed with South Essex Parking Partnership; Fuel deposits seen in the River Crouch – report to RH; Faulty streetlight by Brookside Cottages, Runwell Road – Clerk to report. Overgrown hedge and further streetlight not working in Cul-de sac section of the Runwell Road by Brick cottages. Comment on the Brick Cottage planning application.

**Minute 197** The Minutes of Council Meeting held 10<sup>th</sup> January 2022; Minutes of Hall Committee Meeting and QEII Working Party held 24<sup>th</sup> January 2022 were all approved and signed by the Chairman as a true record.

**Minute 198 Clerks Report** – See Appendix 1 (Report read out and noted.) It was proposed and agreed to give terms of reference for the approval of the guttering invoices (if received) to the Park Committee.

**Minute 199 Finance**

(i) Payments for authorisation

Lloyds Bank – Pre-payments:

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 4 weeks plus locking	
FPO	RDB	2 <sup>nd</sup> Instalment for Car Park	£1000.00
Deb	Lincat	Replacement Cooker Knobs	£35.22
Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17
		<b>Subtotal</b>	<b>£3047.35</b>

A transfer of £2000 was made to cover these payments.

Lloyds Bank Payments for authorisation

FPO	Essex Pension Fund	Staff Pensions	£713.02
FPO	L Vallis	Groundsman Runwell Park	£773.50
FPO	Mrs JC Rogers	Hall Garden - Monthly	£60.00
FPO	PC Wright Elect	Runwell Park – Cabling	£326.72
FPO	Viking direct	Office Supplies	£37.73
FPO	A-Z Supplies	Hall Supplies	£48.61
D/debit	Veolia	Hall Refuse	£170.93
FPO	K Bunyan	Hall Returnable Deposit	£30.00
FPO	C Popplewell	ditto	£30.00
FPO	N Southwick	ditto	£30.00
FPO	T Kelleher	Allotment key deposit returned	£25.00
		<b>Total</b>	<b>£5292.86</b>

A further transfer of £3000 (Three thousand pounds) was agreed from the Deposit Account to the Current Account to cover these payments.

### Barclays Bank Payments for authorisation

D/debit	E.on Next	Electricity used at Hall monthly	£181.00
D/debit	Brit Gas	Gas used at Hall	£516.50
D/Debit	E.on Next	Electricity at Park	£174.13
Deb	Curry's PC World	Monitor Cable	£19.99
D/debit	WAVE	Water bill Playing Field	£45.81
D/debit	WAVE	Water bill Runwell Village Hall	£821.70
			<b>Total £1759.13</b>

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

Query to be raised regarding the Water Bill for the Village Hall.

All the payments as shown were approved by the Council.

### **(ii) Runwell Park Quotation for Replacement Doors to the Football Changing Rooms**

The Council formally approved the quotation from BIS Door Systems Ltd in the sum of £3052.00 plus VAT. Doors to be the same colour as those for the Cricket Pavilion.

### **Minute 200 Correspondence**

1. Dogs Trust - Talks to Community Groups. To be considered as an alternative to the Essex & Herts Air Ambulance talk at the Annual Parish Meeting on Monday 25<sup>th</sup> April 2022, if they are unable to attend.
2. CCC – Forever Active Call To Action – Mapping Local Activities. Clerk to complete, listing activities held at the Village Hall.
3. CCC – Community Governance Review – extended dates. Noted.

### **Minute 201 Planning**

- (i) 22/00033/FUL – 3 Brookside Cottages, Runwell Road – Retrospective application for garage conversion into habitable space. RPC comment: Strongly object to this application. The conversion of the garage to a habitable space has utilized an allocated parking space (without permission). The remaining space to the front of the property is insufficient for a residence of this size. The plan indicates that on road parking is available which is misleading. The A132 Runwell Road is a major thoroughfare and any on road parking is not permitted.
- (ii) 22/05010/TPO – 1 Boiler House Road – G2 Norway Maple – crown clean to remove dead and dying material and up to 2 metres apical and lateral crown reduction to attempt to re-balance the root shoot balance. Reason: These measures are to protect the long-term amenity of the tree. RPC comment: No objection.
- (iii) 21/02500/FUL – 2 Brick Cottages, Runwell Road – Construction of 1 New Dwelling and formation of access. RPC comment: Runwell Parish Council has the following observations. The applicant has sort pre-application advice from Chelmsford City Council. The application site is infill between existing properties within the green belt and would affect the openness of the area by consolidating the streetscene. The ridge height of the proposal is much higher than that of the surrounding properties. By majority there was no objection to the proposal of a dwelling on this site.
- (iv) 22/00050/FUL – 16 Running Well – Conversion of garage into habitable space. Proposed dormer window to garage roof to extend first floor. Proposed single storey rear extension. Proposed loft conversion with two dormer windows to the rear sloping roof and a new pitched roof dormer to incorporate new staircase. Proposed roof lights to front sloping roof. RPC comment: No objection.
- (v) 20/02127/S73 – Land adjacent to Brick Cottages – Variation of condition 2. Addition of rear dormer window, minor increase size in dwelling size, alteration to ground floor door and fenestration. RPC comment: no objection.
- (vi) 22/00208/FUL – 16 Canewdon Gardens – Replace existing roof with raised pitch roof with 2 pitch roof dormers to the front and a flat dormer to the rear. RPC comment: Supported

### **Minute 202 Runwell Park**

- (i) Football Changing Rooms – Replacement Doors. Quotation approved see Minute 199 (ii) above.
- (ii) Groundsman – A report was made about the contractor.

### **Minute 203 CCTV**

- (i) Runwell Park report – The final camera had been installed and was operational at Runwell Park.
- (ii) Runwell Village Hall – It was agreed that CCTV should be installed at the Village Hall. Contractor had visited to measure up, awaiting quotation. Agenda item for next meeting.

### **Minute 204 Reports:**

1. **Hall** – It was reported that the replacement window panels were still to be installed with no date agreed. Clerk/Chairman to chase up and obtain a return of the deposit if unable to complete the order. The gas heating boilers to be serviced during half term. Cooker to be professionally cleaned during half term. Two councillors had completed the maintenance (vacuuming) of the radiators. It was also agreed that the stage lighting should be replaced with LED bulbs. Replacement round tables and padded chairs discussed. Approach Runwell Sports & Social Club for second-hand chairs.
2. **Park** – It was agreed to purchase 4 oak trees as part of the Queens Green Canopy. Replacement height restriction sign needed on the gate. Place on the Park Committee Agenda.
3. **Allotments** – All plots now let.
4. **Footpaths** – Footpath 8 to Battlesbridge in need of cutting back. There will be a Jubilee Walk on Thursday 2<sup>nd</sup> June 2022 at 10.30am (same format as the Boxing Day Walks)
5. **Runwell Roundabout** – Spring Edition deadline for articles 1<sup>st</sup> March, edition to printed and delivered by the end of March 2022.
6. **QEII Jubilee** – Further meeting of working party to be arranged. Poster to be prepared to advertise the event/s in Runwell with an article for the Runwell Roundabout.
7. **School Representation** – Report given on the Governors meetings.
8. **CCC** – Report given on the review of Community Governance and Chelmsford City Council tax rise. Thanks given to ECC Cllr Ian Grundy for resolving the issue in the Runwell Road with pedestrian crossing by Ilgars Close. (Lighting and road markings)

### **Minute 205 Notices of Motions and Future Business:**

Planning Meeting: 3<sup>rd</sup> Monday 21st February 2022 7pm if business dictates. To be followed by Playing field Committee Meeting.

Next Full Council meeting Monday 7<sup>th</sup> March 2022.

### **Minute 206 Other**

- A dropped kerb is needed at the Tidworth Gardens junction with Church End Lane. Clerk to request.

**The meeting closed at 10.10pm**