

**MINUTES OF COUNCIL MEETING 6th FEBRUARY 2023
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: - Chairman: Mr. P Clark; Messrs: Davis, Redway, Sloane & Tarplett. Mesdames: Evans, Ellis, Gould, Hutson and Payne; 3 members of the public. Clerk Mrs J Pharez

Minute 183 Apologies: Cllrs Lansdale & Rogers. Apologies accepted. (Not present Cllr Mpawose)

Minute 184 Declarations of Interest – Cllr Redway declared a personal interest in Minute 192 Consideration of Hall Window Quotations.

Minute 185 Public Participation

St. Mary's Church Community Service – Clerk to write to Revd Jonathan Evens to arrange a meeting to discuss format of Church Service proposed and send an invitation to the Annual Parish Meeting on 17th April 2023. **Highways/Potholes/Fly-tipping** – Large pothole by the vets, Runwell Road A132; Locarno Avenue – large pothole re-opened still not repaired, 2 incidents of fly-tipping in Runwell Chase - cleared; **St.Luke's** – Issue with builders commencing work before 8am (Cllr Clark to report to CCC Planning), Meeting had been held with Landtrust (re land maintenance etc) still unresolved issues and no news on extra Dog Bin locations; Bus Service 16 stopping March 2023 and will be partially replaced by the X10 Service. **Parking** – Matter raised regarding regular parking in the turning head in Runwell Chase adjacent to Runwell Road. Owners of vehicles unknown.

Minute 186 Minutes of Council Meeting 9th January 2023; Minutes of Playing Field Committee held 23rd January 2023 and Minutes of Hall Committee Meeting held 23rd January 2023 were approved and signed by the Chairman as a true record.

Minute 187 Clerks Report

See Appendix 1 The Clerk made a recommendation to the Council to reduce the increase in the Hire Charge for Children's Parties (as put forward by the Hall Committee at £100) to £90 (25% increase). See Minute 196 - Hall

Minute 188 Finance

(i) Payments :

Lloyds Bank

Pre-payments

| | | | |
|-----|------------|---------------------------------|--------|
| FPO | R Matthams | Returned Hall deposit | £30.00 |
| FPO | J Pharez | Salary | |
| FPO | JC Rogers | Salary 4 weeks plus locking etc | |

Payments for authorisation

| | | | |
|---------|----------------------|--|----------|
| FPO | L Vallis | Groundsman Runwell Park 5 weeks @ £232.50 | £1162.50 |
| FPO | Essex Pension Fund | Staff Pensions | |
| FPO | DMR Garden Serv | Hall Garden - Monthly | £60.00 |
| FPO | A – Z Supplies | Hall Supplies | £109.14 |
| D/debit | Veolia | Hall Refuse | £160.22 |
| FPO | Safe Fire Protection | Annual Fire Extinguisher Servicing Hall & Park | £273.60 |
| FPO | Kompan | Triannual Play Equipment Inspection | £193.20 |
| FPO | T Johnston | Returned Hall deposit | £30.00 |
| FPO | E Pitt | ditto | £30.00 |

Total £4957.58

The Council approved the payments and agreed a transfer of £3,000.00 (Three thousand pounds) from the Deposit Account to the Current Account to cover these payments

Barclays Bank

Cash – Petty Cash – Debit Card

| | | | | | | | |
|---------------------------------|--------|------------------------------|--------|------------------------|--------|---------|--|
| Allotment Key Deposit | £25.00 | Travelling | £14.40 | Christmas Refreshments | £20.63 | | |
| ½ yearly Clerks Phone allowance | £40.00 | Window Cleaning Village Hall | £85.00 | Total | | £185.03 | |

Pre-payments

| | | | | |
|---------|----------------------|----------------------------------|--------------|-----------------|
| Card | SLCC | Clerks Annual M/ship | £187.00 | |
| Card | TLC | Hall Doorbell | £31.02 | |
| D/debit | British Gas business | Quarterly Bill Oct – Jan | £5608.69 | |
| D/debit | E.on Next | Electricity used at Hall monthly | £181.00 | |
| D/debit | WAVE E & S Water | Water used at Park | £47.93 | |
| | | | Total | £6240.67 |

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

(ii) Runwell Village Pre School Support Request.

The Chairman summarised a letter received from Runwell Village Pre School. The support request was discussed in detail. It was proposed seconded and agreed unanimously to offer a further 40 weeks of term time support covering a Hall rent discount of 50% for 20 weeks followed by a 25% discount for 20 weeks. Requirement for an update on new numbers/intake for September 2023 and information covering the proposed spend/upgrade of facilities from the fundraising monies.

(iii) The Council proposed, seconded and resolved to suspend Financial Regulation 11.1 sub section (b) regarding the contract for the Replacement Village Hall Windows and Doors. Contracts exceeding £25,000 and further agreed having considered Public Contracts Regulations 2015 Part 4, Chapter 8, Publication of contract opportunities on Contracts Finder regulation 110 section 5 that (b) A contracting authority does not have to advertise an opportunity where it makes the opportunity available only to a number of particular businesses selected for this purpose.

Minute 189 Correspondence

1. Received

- (i) 20's Plenty – County wide speed reduction initiative. The Council agreed to sign up as interested Parish.
- (ii) CCC follow up re Runwell Plantation, 5 large trees to be replaced and further “whips” available.

2. Sent by Chair

- (i) Letter to Chelmsford City Council Chief Executive Nick Eveleigh covering Runwell Park costs to maintain security and criminal damage. Awaiting a response.

Minute 190 Planning

No Applications Received.

Minute 191 Runwell Park

- (i) Criminal Damage Report. See Minute 189 (2(i)) above. Help has been requested from CCC to secure the area.
- (ii) Public Toilets Report. Project to be deferred until Park security can be re-established. Meeting to be arranged to continue with draft drawings and specification. Tesco's have Community Grants available, CE to get more information.

Minute 192 Runwell Village Hall

(i) Approval of Replacement Village Hall Windows and Door contract.

Runwell Parish Council had selected three local companies SGC Glass, WeGlaze and Climatec to supply quotations in respect of the contract to Replace the Village Hall Windows and Doors. The three quotations were circulated to those present for consideration and discussed in detail.

It was proposed, seconded and agreed unanimously to award the contract to WeGlaze in the sum of £33105.46 plus VAT. Date to be agreed during the summer break 2023

Minute 193 Citizens Advice Bureau Chelmsford

Article to be placed in the Runwell Roundabout.

Minute 194 Parish Elections Thursday 4th May 2023

Applications must be submitted by 4th April 2023. Help will be available to complete nomination forms. Article to be placed in Runwell Roundabout.

Minute 195 King Charles III Coronation Saturday 6th May 2023

Clerk to get prices for commemorative coins.

Minute 196 Reports

Hall – See Minute 187 - AE proposed that the price for children's party package be reduced to £90 for 4 hours with effect from 1st April 2023, this was seconded and unanimously supported.

Park – No further report.

Runwell Roundabout – Spring edition – Majority of articles received, newsletter to be produced and distributed before the "Pre-Election Period" (Purdah) commences on 20th March 2023.

St. Luke's Park – The school will have its official opening next month. Numbers are growing and the final capacity will be 210 over 7 year groups.

Allotments – LP reported that the key had been returned for Plot 38, but the willows had not been removed along with a lot of rubbish. It was agreed the key deposit would not be returned to cover the cost of the work. A request had been received to place an ornamental water feature on one of the plots, the Council agreed this would not be appropriate and could create a precedent.

Public Rights of Way – No report

Schools Cllr Hutson informed the council that the school had recently had a full governors meeting and was awaiting an Ofsted inspection. Article for the Runwell Roundabout to be prepared.

CCC – Cllr Clark as Rettendon and Runwell representative reported that the City Council would be increasing its Council Tax by 2.69%

Minute 197 Notices of Motions and Future Business

- Planning Committee Meeting (if business dictates) Monday 20th February 2023 at 7pm
- Annual Parish Meeting Monday 17th April 2023 7pm

Minute 198 Agenda items for the next meeting of Runwell Parish Council on 6th March 2023. Please note no decision can lawfully be made under this item. LGA 1972 section 12 10(2)(b) states that business must be specified.

The meeting closed at 8.55pm.

Cllrs Gould, Payne and Redway gave apologies for the next meeting.