

**MINUTES OF COUNCIL MEETING 4<sup>th</sup> JANUARY 2016  
HELD IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman Mr W B Lansdale, Messrs: Clark, Lerwill, Rogers, Sloane & Waterhouse; Mesdames: Martin, Payne, Varney and Waterhouse. CCC representatives Millane and Ride.

Chairman's Welcome

**Minute 153 Apologies:** Messrs Grummett & Martin

**Minute 154 Declarations of Interest** – WBL declared an interest in the Agenda item re A132 Crossing

**Minute 155 Public Participation**

1. TW thanked David De'ath for organising the Boxing Day Walk, good turnout 63 people and 6 dogs.
2. LP thanked the volunteers for taking down the Christmas decorations; she also thanked Cllr Varney for all her work arranging the defibrillator and the subsequent training.
3. JS also thanked SV for the defibrillator and went on to report that the A132 Runwell Road had recently flooded at the bottom of Kemble Hill due to the new ditches from the St. Luke's Park development collapsing.
4. JD also reported the problems on the A132 as above. RR agreed to report this to CCC.
5. LB (Moat House Farm) reported ongoing issues with blocked drains at the junction of Lynfords Drive and Runwell Road. Has reported issues for past 2 years and nothing has been done to resolve the problem.
6. MR enquired when the Flood Alleviation scheme for Church End Lane would begin, the Chairman confirmed it would be January 2016 – March 2016.
7. JD thanked for clearance of the path between Clare Avenue and Swan Lane.

**Minute 156** The minutes of the Council meeting held 7<sup>th</sup> December 2015 were approved and signed by the Chairman as a true record.

**Minute 157 Clerks Report** – See appendix 1

**Minute 158 Finance**

(i) Payments:

Prepayments

D/Debit	BT	Office telephone	£94.06
D/Debit	BT	Hall Payphone	£57.28

Cheques to issue

107057	Mrs J Pharez	Salary	
107058	Mrs G Smith	Caretakers Salary 4wks & locking	
107059	L Vallis	Groundsman 4 weeks	£1196.00
107060	Essex Pension Fund	Pension	£382.79
107061	PC Wright Electrical	Electrical supply to and fitting of Defib box	£204.00
107062	South Woodham Builders	Payment of retainer	£500.00
107063	CDBF	1/4ly Allotment rent	£79.11
107064	Safe Fire Protection	Annual Fire Extinguisher Service	£240.00
107065	F Pearce & Sons	Car Park posts – Runwell Playing fields	£672.00
107066	N Gilman	Returnable Hall Deposit	£20.00
D/Debit	J & J Pharez	CCTV Broadband	£12.21
		<b>Total</b>	<b>£4990.44</b>

The Council agreed to transfer £5000 from Business Tracker Account to Current account to cover these payments.

## **Minute 159 Correspondence**

### Received

1. EALC – New Audit Regime – RPC noted the changes and agreed to follow NALC guidelines and NOT to opt out; no action needed.
2. ECC – Local Government Pension Scheme Year-End data returns 2015/16 – timescales noted.
3. EALC – Courses:
  - 19<sup>th</sup> January – Transparency Code Briefing; SM & JP to attend
  - 26<sup>th</sup> January – Fire Safety Level 2; SM to attend
  - 28<sup>th</sup> January – Effective People Management - noted
  - 25<sup>th</sup> February – End of Year Accounting; JP to attend
  - 8<sup>th</sup> March – Health & Safety (HABC Level 2 Award) - noted

## **Minute 160 Planning**

### **(i) Applications received:**

1. 15/01713/FUL 25a Ethelred Gardens – Garage conversion to habitable accommodation. Single storey side extension to front of existing garage to create new garage. New first floor side window – No objections.
2. 15/05283/TPO Charters, Runwell Chase – Prune & clean Poplar 422 – No objections
3. 15/02020/FUL 132 Swan Lane – Proposed single storey rear and side extension with pitched roof over existing – No objections.
4. 15/02089/FUL 138 Swan Lane – Front porch, garage conversion, part first floor side extension, part two storey side extension & single storey rear extension – No objections
5. 15/02017/FUL 37 Ethelred Gardens – Two front dormer windows – No objections
6. 15/00578/HNC Meadow Farm, Meadow Lane – To rename property “The Caravan Park” – Strongly object; more information required as to the change and no knowledge of planning permission for a caravan park. Clerk to write to CCC Enforcement Officers.
7. 15/00576/HNC Meadow Farm Cottage, Meadow Lane – Notification of new postal address. Respond as above to check planning permission. Strongly oppose.

### **(ii) St. Luke’s Park Development – Runwell Road (A132) New Crossing**

BL expressed his concern that the new crossing island in the middle of the road seemed particularly narrow (not wide enough for a bicycle) and was only being lit by beacons. RR/LM reported they had made strong representations to Neil Jordan, Senior Planning Officer in charge of the development. Clerk to also make strong representation to Neil Jordan and Hilary Gore ECC Highways and also to chase the progress of St. Mary’s crossing.

RR further reported that the first phase of the development would be available for sale at the end of 2016. The flooding on the road had been due to the collapse of the newly constructed ditches. Still pressing for the resurfacing of Runwell Chase. SM reported that some of the new signage was wrongly positioned making visibility difficult; that water was accumulating in the field opposite her property rather than draining into the ditches, levels need to be changed and that there was no sign showing how to enter Runwell Chase.

YW asked RR whether Countryside Properties issued a “Welcome Pack” for new residents and it was agreed that a sheet with local information from and about the Parish and Parish Council should be included in such a package. Details to be brought together.

## **Minute 161 Village Sign**

Clerk to ask Alpha signs to retain the mould for the Village Sign for ease for making the second sign when approval/positioning is agreed. JS to arrange a meeting to agree the design of the base for the sign on the corner of Church End Lane.

### **Minute 161 Village Hall – Defibrillator**

SV reported a problem with the battery which was to be checked/replaced as needed. The whole Council commend Cllr Varney for her efforts procuring, placing and training on the use of the defibrillator. Article promoting the defibrillator to be placed in the Runwell Roundabout.

### **Minute 162 Social Media**

YW asked the council for their opinion on whether RPC should have “twitter and/or facebook”. YW to get more information as to the protocols and the requirement to have an administrator/moderator. PC offered to become an administrator for the website. The members discussed what information should be made available to the public but no changes or extra information to be published as yet.

### **Minute 163 Reports**

1. **Hall** – LP asked whether a “boiling water tap” could be provided in the kitchen. H&S aspect needs to be checked as the Hall is used by the Pre School.
2. **Park** – TW reported that the new posts on the boundary of the overflow car park were looking good. Park committee meeting to be arranged for February.
3. **Allotments** – LP reported that Michael Merrick had passed away. LP had spoken to KD of 4 Brookside Cottages but nothing heard from him formally; Clerk to advise Strutt and Parker of the removal of the fence and new entrance created and write formally to KD.
4. **CCC** – No further report
5. **Runwell Roundabout** – Report of no delivery in Lindon road and Carlton Road; disputed.
6. **PRoW’s (Public Footpaths)** – DD raised £176.80 from a collection at the Boxing Day Walk for the brain tumour charity he supports. Footpath 5 not signed at present.
7. **School Liaison** – YW reported she is working with school on ways to reduce nuisance parking by the parents.
8. **Tree Wardens** – SM reported that the developers at St. Luke’s Park were planting significant numbers of trees.

### **Minute 164 Agenda items for next meeting: Hall Curtains**

Meeting closed at 9.35pm