

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

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

**Minute 59 Apologies:** - Mr. J Sloane

The Chairman welcomed everyone to the July meeting and reported that Mrs Y Waterhouse had resigned from the parish council.

**Minute 60 Election of Vice Chairman**

Mike Rogers was appointed Vice Chairman following the resignation of Robert Lerwill the previous month.

**Minute 61 Declarations of Interest** – None declared

**Minute 62 Public Participation**

1. BL reported that briars were seriously encroaching the footpath alongside the A132 Runwell Road endangering pedestrians. Matter to be reported to ECC Highways.
2. LP requested that the 2011 Standing Order – Canvassing be re-instated into the 2016 Standing Orders. Agenda item for next month.
3. PC reported flooding in Lindon Road.
4. AD reported a van obstructing the highway by the Quart Pot Public House, causing congestion on the A132 Runwell Road. (Removed Monday evening)
5. DD reported on the causes of flooding in Church End Lane on 23<sup>rd</sup> June 2016
6. FW further reported on flooding issues.
7. RR reported on flooding issues in general around Rettendon and Runwell, request made of CCC/ECC for site visit to both areas and the need for watercourses to be as clear as possible.

**Minute 63** The Minutes of Council Meeting 6th June 2016 were approved and signed by the Chairman as a true record.

**Minute 64 Clerks Report**

.The Clerk gave a verbal report on the work undertaken during June.

**Minute 65 Finance**

(i) Payments

Petty Cash

Petrol – Park April/May £24.13 Petrol – Park June £22.61 Bark Chippings – Hall £20.00  
Window Cleaning – Hall £85.00 Total £151.74

Prepayments

107143	R Barber	Returnable Allotment Key Deposit	£5.00
D/Debit	BT	Office Telephone	£97.13
D/Debit	BT	Hall Payphone	£54.81

Cheques to issue

107144	Mrs J Pharez	Salary	
107145	Mrs G Smith	Caretakers Salary 4wks & locking	
107146	Essex Pension Fund	Pension	£397.10
107147	L Vallis	Groundsman 4 weeks	£1232.40
107148	Mr. Collinson	Return of Allotment key deposit	£25.00
107149	A – Z Supplies	Hall Supplies	£44.94
107150	C Rogers	Hall garden maintenance	£50.00
107151	E.on	Hall electricity	£232.65
107152	Playsafety Ltd	Rospa inspection at Park	£92.40

107153	RCCE	Parish Council Subscription	£96.00
107154	BF Ground Maintenance Ltd	Grass Cutting x2 Runwell Park – May	£264.00
107155	HM Revenue & Customs	Tax/Ni Apr/May/June	£1334.90
107156	Mrs H Hayter	Returnable Hall Deposit	£20.00
107157	Mrs J Smith	Return of Hall Chair hire deposit	£20.00
107158	Cash	Petty Cash as above	£151.74
D/Debit	J & J Pharez	CCTV Broadband	£12.21
<b>Total</b>			<b>£5753.88</b>

The Council agreed to transfer £4000 from Business Tracker Account to Current account to cover these payments.

## **Minute 66 Correspondence**

### Received

1. ECC – St. Mary’s Church, Runwell Road Junction Improvements/Crossing. The Council were pleased to note that matters are progressing. Pressure to be maintained.
2. Mrs E Gallimore – Cygnet Dental Surgery. RR commented that S.E. Essex Parking Partnership had approved a scheme for Egbert Gardens similar to that Ethelred Gardens. The parish council have previously reported parking issues connected to Cygnet Dental Surgery following the expansion due to unspecified numbers of dental practitioners permitted under the approved planning. Clerk to write to the practise to advise of complaint and request more considerate parking, request SE Essex Parking Partnership to consider scheme for Swan Lane.
3. ECC – ECC & Southend-on-Sea Borough Council Joint replacement Waste Local Plan – Noted, reviewed by BL.
4. EALC – AGM Thursday 22<sup>nd</sup> September 2016 – Councillors to advise Clerk if they wish to attend.
5. Mrs F Williams – Village Hall Car Park availability Sunday 24<sup>th</sup> July. The Council agreed the car park could be used for extra parking if required.
6. Strutt & Parker – Work at Runwell Allotments 14<sup>th</sup> July & Update re 4 Brookside Cottages. LP to meet contractors on 14<sup>th</sup> July.
7. ECC – Consultation on Review of Essex Development Management Policy 2016. Comments needed re Secondary Routes, response by 14<sup>th</sup> August.

## **Minute 67 Planning - Applications Received:**

- (i) 16/05108/TPO – Brockfield House – T7 Willow (Centre of Car Park) – pollard due to storm damage – No objections
- (ii) 16/00995/FUL – 27 Egbert Gardens – Single storey front extension and 2.2m fence to rear and side boundaries – No objection subject to neighbours non objection.
- (iii) 16/01043/FUL – Aubrey Cottage, Runwell Chase – First floor rear extension and single storey side extension – No objections.

## **Minute 68 St. Luke’s Park Development**

- (i) Progress report – RR/LM reported on site meeting 15/6/16 with CCC/ECC on various matters including highway issues, very little resolved; Countryside to finish off landscaping. With regard to the development, properties selling well; Runwell Sports & Social Club receiving funding from S106 to improve sports facilities. The health trust have requested the provision of flats/maisonettes for staff, it is unclear whether this is to be part of the existing project or in addition to the current approval; suggestion put forward to convert part of the existing Administration Block which many years ago was the former nurses accommodation for Runwell Hospital. Completion date for the site is 2020. There is still a section of the A132 which is unfinished and requires work to the footway. Bollards still to be installed at the end of Runwell Chase. The A132 is the responsibility of ECC Highways any outstanding work will now be completed by them. No further news on the management of St. Luke’s Chapel.
- (ii) Welcome Letter – see Appendix 1

One small adjustment needed to include “Allotments”. Decision to be made whether to give to Countryside to include in Welcome Pack or to hand deliver to properties as they are occupied.

CE suggested that a noticeboard should be erected on site possibly near St. Luke's as new residents would probably not pass the one at the Village Hall

### **Minute 69 St.Mary's Crossing/Junction Improvements**

See Minute 66(1) Progress report from ECC received, pressure to be maintained.

### **Minute 70 Hall – Flag**

BL reported his research on the protocol of flying The Union Jack and other national flags. A new flag pole may be required and further flags to be purchased. Agenda item for next Hall committee meeting.

### **Minute 71 Park – 5 Year Plan/Drainage**

PC reported on the 5 Year rolling plan for maintenance and improvements at Runwell Park. Quotation obtained from Clearview Communications to upgrade CCTV of approximately £14k, this was considered far too much and alternatives prices to be obtained. (non-urgent, system working fine at present). Update on the Flood Alleviation Scheme: project should be finished by the end of August, re-seeded grass areas growing well. Container repairs to be arranged. Nothing major on the Rospa report to be reviewed with JP/LV and a maintenance rota drafted. If the grant application for the trampoline is unsuccessful then consider alternative project to improve disabled facilities/play and adult outdoor fitness equipment. Consider shutters to protect the external doors of the pavilion. Drainage of the football pitches is a priority – estimates to be obtained

### **Minute 72 Reports**

1. **Hall** – SV reported that a new kettle was needed; the water heater in the Hall was leaking and needed replacing, plumber/electrician needed. Disappointment that Carols Curtains were unable to undertake the making of the new curtains – two new companies had been contacted to provide quotation and defer project to later in the year. The Welcome Club had repaired the damage on the wall due to the dartboard. Defibrillator box returned for possible repair however if a further defibrillator is to be purchased for inside the Hall a different type of box will be required. Can be discussed at next Hall Committee meeting.
2. **Park** – No further report see Minute 71
3. **Allotments** – LP reported 5 plots available, quite a few tenants had given up due to the poor weather.
4. **Footpaths** – DD reported he had been stopped by the travellers to ask whether he knew whether Meadow Lane was going to be compulsory purchased for development. Speculation at present. Greater Anglia Railways are diverting Footpath 8 between Runwell and Battlesbridge due to changes to one of the minor level crossings.
5. **Runwell Roundabout** – Clerk reported that KR had completed the initial draft and the newsletter would be going to print shortly. Advert to be included for the Parish Council Vacancies.
6. **CCC** – No further report.
7. **Tree Wardens** – No report

### **Minute 73 Notices of Motions and Future Business:**

Clerk reported she would be on Annual Leave for the next meeting and it was agreed to ask Roy Dockerill to take the minutes.

### **Minute 74 Agenda Items for next meeting:**

Standing Orders

**The meeting closed at 9.45pm**

