

**MINUTES OF COUNCIL MEETING 4th JULY 2022
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Messrs. Clark, Davis, Lansdale, Mpawose, Redway, Rogers and Sloane. Mesdames: Ellis, Evans and Payne; 5 members of the public. Not present Cllr Hutson (Late apologies received)

The Chairman welcomed everyone to the July meeting.

Minute 44 Apologies: Reasons for apologies accepted from Mr K Tarplett.

Minute 45 Declarations of Interest – Cllr Evans expressed a Non-pecuniary interest in Agenda item 9(ii) Planning application. Minute 52 (ii) below.

Minute 46 Public Participation

The following matters were raised: St. Luke's Park First Dog Bin has been installed; Coffee with the Cops booked for Heidi's Coffee Shop on Monday 11th July 11am – 12noon; New telephone mast needed to improve mobile phone signal, areas discussed; Speeding; Runwell Road: 1. Dropped man-hole covers opposite Runwell Chase junction/ crossing point; 2. Overgrown areas - Hedge behind bus stop at Brown's Avenue; verge insufficiently cut resulting in poor sight-line when emerging from Browns Ave, Hedge by Burr Hall, Hedge by Church Field; Church End Lane continued issues with pavement parking; Runwell Park – provision of extra clothes re-cycling bin; Village Hall – Outdoor cigarette bins need replacing, stage lights are faulty (reported), hearing loop needs checking; Runwell Chase – Cars squeezing along footway due to sat-nav mis direction; CCC report Meeting with Essex Police Chief Inspector Steve Scott-Haynes covering Runwell Issues

Minute 47 Minutes of Council Meeting 6th June 2022 were approved and signed by the Chairman as a true record.

Minute 48 Co-option for Councillor Vacancy

No applications received. Advert to be placed in Runwell Roundabout.

Minute 49 Clerks Report

Copy circulated to Councillors present; Chairman summarised. See Appendix 1

Minute 50 Finance – Payments for approval

Lloyds Bank Payments for authorisation

Deb	Zoom	Monthly Subscription - Cancelled	
Deb	Adobe Pro	Monthly subscription	£15.17
Deb	Bitdefender	Total Internet Security – up to 5 devices 1 year	£58.33
FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 5 weeks plus locking etc	
FPO	Essex Pension Fund	Staff Pensions	
FPO	L Vallis	Groundsman Runwell Park 5 weeks	£1657.50
FPO	DMR Garden Serv	Hall Garden - Monthly	£60.00
FPO	BF Ground Maint	3 cuts June – Runwell Park	£540.00
FPO	Viking	Printer Ink – May 22	£59.30
FPO	Viking	Replacement Vacuum & Dust Bags/Hand Towels	£175.18
FPO	Link CCTV	Maintenance cover 9 th Aug – 8 th November 2022	£380.14
FPO	PC Wright Elect	Repair Lights at Park & Hall	£399.86
FPO	RCCE	Parish Council M/Ship – annual	£105.60
D/debit	Veolia	Hall Refuse	£158.35
FPO	N Davison	Hall Returnable Deposit	£30.00
FPO	M Parish	ditto	£30.00
			Total £6489.50

A transfer of £6,000 (Six thousand pounds) was agreed from the Lloyds Bank Deposit Account to the Lloyds Bank Current Account to cover these payments.

Barclays Bank

Petty Cash:	<i>Window Cleaning Village Hall</i> £85.00	<i>S Moore Plot 63 Allot Key Deposit</i> £12.50	
	<i>Runwell Park Grass Seed</i> £25.98	<i>Hall Fixings</i> £7.49	<i>Raffle Ticket books</i> £5.00
			Total Cash £135.97
Debit Card	Livermore & Sons	Topsoil/Sharp sand	£110.40
Debit Card	Post Office	8 @ 2 nd Stamps & 8 @ 1 st Stamps	£13.04
Debit Card	Livermore & Sons	Topsoil/Sharp sand Park/Hall	£158.40
D/debit	E.on Next	Electricity used at Hall monthly	£181.00
107664	HM Rev & Customs	Tax/NI Apr, May, Jun	£1388.13
			Total £1986.94

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

The Council further agreed that a donation of £50 to be given in respect of Kathleen Racher; funeral Wednesday 6th July 2022 at Southend Crematorium. Kathleen was a former longstanding Councillor, Runwell Roundabout Editor and local fund raiser. Condolences to the family.

Minute 51 Correspondence

1. Runwell Village Pre School – Thanks for the Financial Support – noted
2. Essex Police Rural Engagement – Sgt Ben Felton – Promoting Team – will attend local events. Contact details available. 5 key Areas: # High Value Theft of plant, # Large scale fly-tipping, # Wildlife crime, # Rural Road Safety, # Unlawful Encampments. Monthly newsletter available from July. It was agreed to ask the Rural Engagement Team to attend our Annual Parish Meeting 2023, also to engage with them/CCC when fly-tipping occurs in Meadow Lane.
3. Revd Jonathan Evens: 2 emails received with requests: (i) Setting up annual service of thanksgiving & sharing the work of the parish council. (ii) Shared consultation with the wider community. The Council agreed that an Annual Service of thanksgiving covering the work of the Parish Council over the year was a good idea but attendance from members could not be guaranteed. The Council did not want to do a shared consultation within the Community as the Council and the Church are two different entities and this could create confusion.

Minute 52 Planning

1. Applications Received
 - (i) 22/00895/FUL – 6 Lynfords Drive – Construction of Garage. RPC comment: Supported
 - (ii) 22/01071/FUL – Land between Roseville Cottage and Rydal, Lynfords Avenue – Construction of new dwelling. RPC comment: Object on the grounds the application is contrary to policy DM9
 - (iii) 22/01123/FUL – 7 The Greenway – Alterations to roof include increase in height. First floor side extension. Ground floor canopy roof to front entrance. Addition of render to property. RPC comment: Supported.
 - (iv) 22/01061/FUL – 13 Church End Lane – Construction of front boundary wall. RPC comment: The Council has concerns to the visibility at the junction.
 - (v) 22/01152/FUL - 28a Brock Hill – Construction of a rear garden outbuilding for business use as a cattery. RPC comment: No objection.

2. Runwell Parish Council “Solar Farm” policy.

The members considered CCC Screening Opinion ref 22/00918/EIASO response in respect of Land south of Southlands Cottages, Runwell Road A132 and the proposal for a solar farm with associated infrastructure. The Village Hall is booked Thursday 1st September 2022 12 noon – 7pm for a Solar Farm Exhibition. It was agreed that members should attend the exhibition. Agenda item for next meeting. Members to bring forward their views for the next meeting. A policy will be drafted at the September meeting following the exhibition.

Minute 53 Runwell Park

- (i) Application to use Adult Football Pitch at Runwell Park – Cost would be prohibitive to re-instate pitch – Application refused.

- (ii) Application to hold junior football training at Runwell Park – Training can take place during the period 1st September - 31st May (22/23 football season) the charge will be £500 for up to 2 teams. All litter must be picked up or permission will be revoked. Details of teams/managers required.
- (iii) The Council considered the letter of application from the current groundsman. It was agreed to offer a new contract for 15 hours per week with all day attendance on a Monday 9 hours and the remaining 6 hours used for 1 hour per day Tuesday – Sunday opening and closing of the park. New hourly rate agreed as requested £15.50. New weekly pay £232.50. It was further agreed that a weekly timesheet must be completed as recommended by the internal auditor. Work to be completed as directed by the Park Chairman/Vice Chairs. Extra hours by agreement at the standard rate. Sight of Public Liability insurance required.
- (iv) Fly-tipping report. CCC had 12 workers working all day to clear the rubbish thrown over the fence from Meadow Lane into Runwell Park, 5 truckloads were removed, and the conifer cuttings were chipped. The motorbike dumped in the ditch was not removed. This was a one-off arrangement with CCC. The Parish Council has no powers to prosecute the perpetrators of fly-tipping. CCC are of the opinion that the Parish Council should arrange and pay for the clearance of further fly-tipping. Other measures are needed to stop this in the future including higher fencing – this will be researched.

Minute 54 Village Hall Closure 25th July 2022 – 5th August 2022

The Council agreed to defer the next Full Council meeting to Monday 8th August.

Final specification of the ladies toilet refurbishment to be agreed prior to the start of works on 2nd August.

Minute 55 Runwell Roundabout Summer Edition 2022

The deadline for articles is extended to 8th July. Articles urgently needed. It was agreed to place an obituary for Kathleen Racher (former editor).

Minute 56 Reports

Hall – Residents using the Hall Car Park is more problematic. Letter to be drafted and sent to neighbours. New signage needed. Agenda item for next meeting. Suggestion made for an alternative revenue stream – Electric Car Charging Points. This was debated and installation/running costs to be researched.

Park – No further report

Runwell Roundabout – See Minute 55

Allotments – A plothead has been sub-letting, (breach of tenancy) the new users do not have a key and have been climbing over the gate which is unacceptable. The committee with the endorsement of the Vice Chairman have given notice to vacate the plot and return key.

RCPS – No report.

PRoW – Public Footpath No. 3 Brock Hill to Flemings Farm, needs sign post. Missing 3 years. Chase up.

CCC – Countryside Developments seeking to discharge Planning conditions 24/25 S106 agreement, which covers the access and path to Rettendon using Curry Hill Bridge. There are still outstanding issues to resolve and the permissible footpath route to be agreed.

Minute 55 Notices of Motions and Future Business

- Planning Committee Monday 18th July 2022 7pm if business requires.
- Full Council Meeting Monday 8th August 2022 8pm.

Minute 56 Agenda items for next meeting

Solar Farm – Parish Council Policy; Resident Parking in Hall Car Park, Highways: Vehicle Activated Signs and Traffic Survey – Request for Speed Reduction Runwell Road

The meeting closed to the public at 10.20pm