

**MINUTES OF COUNCIL MEETING 6th JUNE 2016
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr. W B Lansdale; Messrs. Grummett, Martin, Rogers and Sloane
Mesdames: Martin, Payne and Waterhouse. CCC L Millane.

Minute 45 Apologies: - Mr. P Clark; Mrs C Evans; Mrs S Varney; and CCC R. Ride

Minute 46 Declarations of Interest – None declared

Minute 47 Public Participation

The Chairman reported two resignations from the council – Mr. Tim Waterhouse and Mr. Robert Lerwill

1. YW reported she was now a Governor at Runwell Community Primary School.
2. JS reported that the damaged lighting pole on the width restriction by Waverley Crescent had been hit again and asked if repairs were due to take place. Clerk to check with ECC Highways.
3. DD reported he had attended an Antiques roadshow and had the “Old Map of Runwell” valued at £100, he also reported he had found the first Minute book of the Parish Council dating from 1935
4. AD reported the tree near the kissing gate by the Quart Pot public house was over-hanging.
5. LM reported that a meeting had been arranged on Wednesday 15th June 2016 at 2.30pm with officials from CCC and ECC to review the new A132 crossing point and other issues connected with the infrastructure etc as part of St. Luke’s Park development.
6. JM reported that a traffic count had been set up on the A132.

Minute 48 The Minutes of Council Meeting 9th May 2016 were amended to show Mrs Y Waterhouse as School Representative; Minutes of Playing Field Committee meeting held 23rd May 2016; Minutes of Planning Committee meeting held 23rd May 2016 and Minutes of Hall Committee meeting held 23rd May 2016 were approved and signed by the Chairman as a true record.

Minute 49 Clerks Report – See Appendix 1

Further to the unveiling of the new Village Sign, YW agreed to research the cost of a “Time Capsule” to be buried near the sign.

Minute 50 Finance

(i) Payments

Prepayments

107128	S Brant	Work To Hall Roof, Step & Village Sign	£590.00
107129	Go-pak (Mrs J Pharez)	Replacement Chair Trolley Village Hall	£98.46

Cheques to issue

107130	Mrs J Pharez	Salary	
107131	Mrs G Smith	Caretakers Salary 4wks & locking	
107132	Essex Pension Fund	Pension	£397.10
107133	L Vallis	Groundsman 4 weeks	£1196.00
107134	J & M Skinner	Return of Allotment key deposit	£12.50
107135	Mrs L Abbott	Caretaker cover 28 th /29 th May	£50.00
107136	A – Z Supplies	Hall Supplies	£98.27
107137	PC Wright Electrical Ltd	Remove defibrillator wiring	£60.00
107138	Alpha Signs	Village sign	£3178.80
107139	C Rogers	Hall garden maintenance	£50.00
107140	M Gibson	Internal Audit fee	£60.00
107141	G Eastment	Returnable Hall Deposit	£20.00
107142	Miss R Lee	Return of allotment Key Deposit	£5.00
D/Debit	J & J Pharez	CCTV Broadband	£12.21
		Total	£7361.87

The Council agreed to transfer £5000 from Business Tracker A/c to Current A/c to cover these payments

- (ii) Approval of Annual Return 2015/16 – the Council approved the Accounting Statements.
- (iii) Review of Staff Salaries – Deferred to end of meeting when closed to the public.
- (iv) Review of Subscriptions, Donations and Allowances – See Appendix 2
- (v) Hall Curtains – It was agreed to issue the contract to Carol's Curtains in the sum of £8110 for completion of the work during the School six week summer break during July and August.

Minute 51 Correspondence

Received

- 1. MOD – Fly The Flag This Armed Forces Day Saturday 25th June 2016 – BL agreed to fly the Union Jack; LP proposed that RPC purchased a flag representing each nation to be flown accordingly. BL to research the protocol.
- 2. ECC Flood Assets Office – Where Does the Water Go? Project. Volunteers for training: LP, DD, BC, JP. Two more volunteers needed
- 3. ECC – 2016/17 Winter Salt Bag Partnership Scheme. RPC's salt supplies are sufficient.
- 4. ECC Cllr Eddie Johnson – Reply to petition for St. Mary's Crossing. Reply noted
- 5. ECC Hilary Gore – Reply to petition for St Mary's Crossing. Reply noted as above and await outcome of meeting on 25th June 2016

Minute 52 Planning

- 1. Applications Received:
 - (i) 16/00808/FUL - 132 Brock Hill - [Demolish existing residential property, outbuildings, garages & storage buildings. Construction of 3 detached bungalows & layout open area with parking spaces & driveway onto road. Retain existing crossing.](#) The Council voted to object to the application. The following response to be made: Strongly object to this application as this area is in the green belt. Small infill developments with road frontage are acceptable such as the recent permission given to the side garden of 132 Brock Hill. There are nearby properties with large plots also in the green belt, allowing this application will create a precedent for similar applications and garden snatching, the character of the green belt will be lost. It is the view of the parish council that the two properties proposed to be built in the rear garden area are totally unacceptable and this cannot be justified by removing old workshops/buildings that have not been maintained over the years. There is no objection to the demolition and re-building of the existing property on site.
 - (ii) 94 & 98 Brock Hill Tree Preservation Orders noted.

Minute 53 St. Luke's Park Development

No further news to report apart from the general progress of the development. BL reported that the ditches and related drainage was poor and attracted mosquitoes due to standing water. Concerns were raised over the maintenance of the green areas around the development, it is thought all the new residents will be contributing to a tithe to cover the upkeep. YW/JP to draft a "Welcome Letter"

Minute 54 St.Mary's Crossing/Junction Improvements

LM reported earlier in the meeting that a meeting had been arranged with ECC/CCC on Wednesday 15th June 2016 at 2.30pm. Agenda item for next meeting.

Minute 55 Reports

- 1. **Hall** – LP reported on behalf of SV: The Welcome Club had changed their minds for a permanent dartboard to put up in the Hall as no suitable location could be agreed upon. The defibrillator housing had been returned. The cost of installing CCTV at the Hall could in the region of £2k but further investigation and firm quotations needed.

2. **Park** – PC not present. LP suggested brick built bbq areas to encourage people into the park, the idea was discussed but no agreement made. The drainage problems were discussed.
3. **Allotments** – No report
4. **Footpaths** – DD reported he was assisting Rettendon with their parish paths as they overlap with Runwell in places. YW asked who was responsible for the path to Wickford Memorial Park from the Runwell Road opposite Canute Close, this is beyond the Runwell boundary so would be the responsibility of Basildon Borough Council.
5. **Runwell Roundabout** – JS reported he would no longer be able to undertake deliveries. Summer Edition to be ready shortly. More volunteers for delivering urgently needed.
6. **CCC** – LM had no further report.
7. **Tree Wardens** – No report

Minute 56 Notices of Motions and Future Business:

Appointment of Vice Chairman; Councillor Vacancies

Minute 57 Agenda Items for next meeting:

St. Luke's Park Welcome Letter; St. Mary's Crossing

The meeting was closed to the public at 9.35pm

The meeting re-opened.

Minute 58 Review of Staff Salaries

The Council agreed the Clerks pay could be increased in line with the recommended pay scale as approved by NALC and backdated to 1st April 2016 new hourly rate £14.24, monthly pay £1542.45 annual£18509.40

The Caretakers pay was increased to £10 per hour, new weekly pay £100 plus £18.00 for each occasion of evening locking. It was also agreed to cover the taxi fare (if needed) to attend Saturday locking.

The Groundsman request was for a 3% rise, the Council agreed to this as no increase for the last 3 years. New hourly pay £11.85, contract for 26 hours work per week, weekly amount £308.10.

The meeting closed at 9.45pm