

**MINUTES OF COUNCIL MEETING 4<sup>th</sup> JUNE 2018  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr. P Clark; Messrs: Lansdale, Martin, Rogers & Sloane; Mesdames: Ellis, Payne & Wolf

**Minute 42 Apologies:** - Councillors: Mr K Tarplett; Mrs C Evans & Mrs S Martin, Chelmsford City Ward Councillor Ray Ride

The Chairman welcomed everyone to the June meeting.

**Minute 43 Declarations of Interest** – None declared

**Minute 44 Public Participation**

1. LP asked the Chairman about the subsidence in the park, letter in correspondence and photograph sent to ECC Flood Management Team.
2. JS reported:
  - (i) issue with the height restriction at Runwell Park – matter resolved
  - (ii) Unhappy with Strutt & Parkers response re the hedge by the “Glebe Field” further action needed as the tenant is unlikely to get the hedge cut back. Clerk to respond to Strutt & Parker and refer the matter to CCC & ECC.
3. BL/LP/PC/JD also commented on the problem hedge on the boundary of the “Glebe Field” with the footway on A132 Runwell Road now so overgrown it can only be passed single file.
4. DD asked whether the Curry Hill Bridge over the A130 by pass would ever be used as it had been wrongly positioned and the likelihood of the owners (thought to be HCA) giving permission for the land to be used as access, PC responded saying other land nearby was owned by Redrow to be used for displacement of species from the Dry Street, Basildon development; DD further commented on the position of the development given planning permission at Beaumont, Meadow Lane;
5. RG commented on residents walking their dogs in the Hall car park and garden for toileting.
6. PF reported business activities at 2 Keith Avenue causing damage to pavements and parking issues.

**Minute 45** The following Minutes were all approved and signed by the Chairman as a true record: Minutes of Council Meeting 14th May 2018; Minutes of Finance and Standing Committee held 22<sup>nd</sup> May 2018; Minutes of Hall Committee held 22<sup>nd</sup> May 2018; Minutes of Playing Field Committee held 22<sup>nd</sup> May 2018

**Minute 46 Clerks Report** – See Appendix 1

The Clerk asked Lance Millane if he had any information regarding the re-development of Meadow Lane following on from the enquiry received from Stephen Hinsley. LM acknowledged he was aware of Mr Hinsley but as a planning application was yet to be received there was nothing to share at present.

**Minute 47 Finance**

**(i) Payments**

Cheques to issue Barclays Bank Wickford

107532	Mrs J Pharez	Salary	
107533	Mrs G Smith	Caretakers Salary 3 wks	
107534	L Vallis	Groundsman 4 weeks	£1244.00
107535	Essex Pension Fund	Pension	£420.44
107536	DMR Garden (JC Rogers)	Hall Garden	£60.00
107537	BHIB Ltd	Annual Local Council Insurance Policy	£2491.17
107538	Grasshopper (Hort) Ltd	Billygoat mower repair	£393.10
107539	EALC	Code of Conduct Course Rogers/Tarplett	£120.00
107540	C Hayward	Returnable Hall Deposit	£100.00
107541	L & C Ramsay	ditto	£20.00
107542	Runwell Parish Council	Lloyds Bank – New Deposit A/c	£5000.00

D/Debit	N Power	Monthly Hall Electricity	£75.00
D/Debit	BT	Monthly Office Phone and Internet	£78.43
		<b>Total</b>	<b>£11717.74</b>

The Council agreed to transfer £12,000.00 (Twelve thousand pounds) from the Barclays Business Premium Account to Current Account to cover these payments

Electronic Payments from Lloyds Bank Current A/c to:

J Pharez	Re Toner Giant Invoice – Printer Ink Cartridges	£134.73
J Pharez	Re Advanced Heating – Call out Fee	£144.00
	<b>Total</b>	<b>£278.73</b>

Both payments approved.

**(i) Accounting Statements 2017/18 for External audit**

The Council fully reviewed the Accounting Statements and duly approved. The Chairman Paul Clark signed the paperwork presented.

**(ii) New Financial Regulations**

The Full Council approved and adopted the new Financial Regulations as recommended by the Standing Committee and Finance Committee meeting held 22<sup>nd</sup> May Minute 20 (ii)

**(iii) Salary Reviews – deferred to end of meeting – see below**

**(iv) Review grants; Subscriptions; Donations; Direct Debits (fixed and flexible) and other fixed payments (See Appendix 2)**

*At this point three councillors declared interests:*

Jim Sloane declared a non-pecuniary interest re St.Mary’s Churchyard grant

Linda Payne declared a non-pecuniary interest re St. Mary’s Churchyard grant

Mike Rogers declared a personal interest re Hall Garden.

(None of these Councillors discussed the items when reviewed or took part in the vote on each.)

- In accordance with the Annual Governance regulations, the Council reviewed and approved the payments listed in Appendix 2.
- The Council agreed to make a new annual donation to Essex & Herts Air Ambulance of £500 to be paid in July.
- The Council agreed to increase the donation to St. Mary’s Churchyard to £1750 from 2018
- The Chairman stated he would not be accepting his allowance for 2018.

**Minute 48 New Model Standing Orders – Deferred to next meeting**

**Minute 49 Correspondence**

1. Mayor’s Office – Annual Civic Service Sunday 24<sup>th</sup> June 2018 at 11.15am – Chairman to attend.
2. ECC – Salt Bag Partnership Scheme – It was agreed to order a further supply for 2018
3. County Court Basildon – Hearing 7<sup>th</sup> June – Information only for the court to forward monies held for a minor re an incident in 2009
4. ECC Flood Alleviation Runwell Park – PC liaising re subsidence in areas in the park.

**Minute 50 Planning**

1. Applications Received:

- (i) 18/00597/FUL Barn Conversion West of Dobe Farm, Meadow Lane – Barn conversion into new dwelling.  
First proposal: Object on grounds of size and in the green belt – NOT CARRIED  
Second proposal: No objections subject to the application conforming to current planning regulations - CARRIED
- (ii) 18/00872/FUL 24B Carlton Road – Single storey rear extension. RPC comment – No objections

## **Minute 51 Reports**

1. **Park** – PC reported that Chelmsford City Youth Football Club had agreed to hire the pitch for the forthcoming season 2018/19 for the same amount £8k and terms as for the previous year. Runwell Village Pre School had invited the Council to attend their 50<sup>th</sup> Anniversary and community at the park on Saturday 16<sup>th</sup> June 2018 11am – 3pm
2. **Hall** – LP reported she had spoken to Mrs A and the money for the damage would be received shortly. LP asked whether the Christmas Carol Concert booked for 9<sup>th</sup> December should still go ahead as it was poorly attended last year, it was suggested that perhaps it could be combined with an event held by Runwell Scouts. Decision deferred.
3. **Allotments** – LP requested a new plastic sign for the Allotment Gate – Clerk to order
4. **Footpaths** – No report
5. **Runwell Roundabout** – Articles needed by the end of the month
6. **CCC** – LM reported that St. Mary’s Crossing was progressing, there is a Virgin Media Box located in the area and this has caused a problem.
7. **Tree Wardens** – No report
8. **Highways/Other** – JW asked on the progress of the ditch by 28 CEL, PC responded.

**Minute 52 Notices of Motions and Future business** – Planning committee meeting Monday 18<sup>th</sup> June 2018

**The meeting closed to the public at 9.30pm**

**The meeting re-opened at 9.35pm**

## **Minute 47 (iv) Salary Reviews**

The Council agreed to the Clerks salary increase in line with NALC guidelines new amount to be back dated to 1<sup>st</sup> April 2018. Hourly rate £14.63 x 25 hours per week; £1584.92 per month £19019 per annum.

Caretakers pay increase agreed at 3.5% to £10.45 per hour £104.50 per week, Saturday night locking increased to £18.50 and re-imburement of taxi fare to be paid as needed. JW highlighted that the Council should have a “Lone Workers Policy”, Clerk to liaise with JW to get a policy drafted

Groundsman pay increase agreed at 3% new hourly amount £12.25 (26 hours per week contracted) Contract to be extended to June 2019

**Meeting closed 9.50pm**