

**MINUTES OF COUNCIL MEETING 6th JUNE 2022
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Messrs. Clark, Davis, Lansdale, Redway, Rogers, Sloane and Tarplett. Mesdames: Ellis, Evans, Hutson and Payne; 5 members of the public.

The Chairman welcomed everyone to the June meeting and reported that Mrs S Goodwin had resigned from the Council.

Minute 33 Apologies: Reasons for apologies accepted from Mr J Mpawose.

Minute 34 Declarations of Interest – None declared.

Minute 35 Public Participation

The following matters were raised: Jubilee Tea Party – Thanks to all those who helped and to the Parish Council for funding, the event was enjoyed by all who attended. Raffle proceeds of £272 were raised for Essex & Herts Air Ambulance plus a further donation of £50 from the Ladybirds Song group; Hall some of the tables are worn and need replacing tba; Highways Runwell Chase – Hedge overgrown, gullies overdue for clearing; Brock Hill collapsed drainage pipe in residents drive and blocked ditch still to be resolved; Locarno Avenue pothole (reported several times) continues to get bigger; Runwell Road – unstable lamp post, refresh report and pressure to make safe, water issues in the path where telegraph poles have been moved; St. Luke’s Dog Bins - response received from Countryside (maintain pressure); Update re the new nursery facility (to be run by “Safari”) at St. Luke’s School, concern over the lack of information re hours etc; New Coffee Shop needs improved internet connection to be able to accept card transactions (Identified as future location for “Coffee with the Cops”); Funds raised for the residents affected by the recent house fire; Swan Lane/Egbert Gardens overgrown hedge – speak to residents; Runwell Park second clothes bank desperately needed; Reverend Jonathan Evens introduced himself as the new Team Rector for Wickford and Runwell.

Minute 36 Minutes of Council Meeting 9th May 2022; Minutes of Planning Committee meeting 23rd May 2022 and Minutes of Playing Field Committee held 23rd May 2022 were approved and signed by the Chairman as a true record.

Minute 37 Clerks Report

The Clerk gave a verbal report summarised in Appendix 1:

Minute 38 Finance

(i) Payments

Lloyds Bank – Pre-payments:

Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17
FPO	Phoebes Pantry	Jubilee Cakes	£240.00
FPO	Adams Catering	Jubilee Sandwiches & Sausage Rolls	£276.00
FPO	We Glaze	Park Soffits & Guttering	£2520.00
FPO	JF Wickham	Runwell Shed – Wood	£62.12
		Sub Total	£3063.16

Payments for authorisation

FPO	J Pharez	Salary	£1490.39
FPO	JC Rogers	Salary – 4 weeks plus locking	£550.46
FPO	Essex Pension Fund	Staff Pensions	£738.65
FPO	L Vallis	Groundsman Runwell Park	£994.50
FPO	DMR Garden Serv	Hall Garden - Monthly	£60.00
FPO	BF Ground Maint	Hedge Cutting/ Hand mowing	£840.00
FPO	Ditto	2 cuts May	£360.00
FPO	A-Z Supplies	Hall Supplies/Office Ring binders	£55.01

FPO	EALC	Cllr Training S Goodwin Day 1	£108.00
		Day 2	£108.00
D/debit	Veolia	Hall Refuse	£158.35
FPO	T Beeson	Hall Returnable Deposit	£30.00
FPO	T Sherlock	ditto	£30.00
FPO	K Beck	ditto	£30.00
FPO	S Goodwin	Jubilee Catering	£82.70
			Total £8699.22

A transfer of £6,000 (Six thousand pounds) is needed from the Deposit Account to the Current Account to cover these payments.

Barclays Bank

Petty Cash:	Window Cleaning Village Hall £85.00	Fit PA Cupboard & Repair Tap £30.00	
	Jubilee Decorations £11.96	Supply & Fit Ventilation Cap – Pavilion - £30.00	
	Runwell Shed Float £50.00		<i>Total</i> £206.96
Debit Card	Makro	Jubilee Catering	£47.63
Debit Card	Sainsbury's	Jubilee Catering	£78.58
D/debit	Brit Gas	Gas used at Hall	£300.18
D/debit	E.on Next	Electricity used at Hall monthly	£181.00
D/debit	BT	Office & Park Phone & B/Band 1/4ly	£653.00
107662	Essex & H Air Amb	Raffle proceeds	£272.00
107663	W Bailey	Allotment Key Deposit	£25.00
			Total £1764.35

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

- (ii) Review Grants; Annual Subscriptions; Direct Debits (fixed and flexible) any other fixed payments.
 - It was proposed, seconded and agreed to increase St. Mary's Churchyard Maintenance Grant to £1800.00 per annum
 - It was proposed, seconded and agreed to increase the S137 payment to the Royal British Legion Poppy Appeal to £125.00 per annum.
 - It was proposed, seconded and agreed to cancel the monthly subscription to Zoom.
 - All others Grants, Subscriptions and other payments were left unchanged.

See Appendix 2 for all figures
- (iii) Salary Reviews deferred to the end of the meeting
- (iv) Annual Governance and Accountability Return 2021/22 - Independent Internal Audit 2021/22. The Council noted the Independent Internal Audit report Page 3 of 6
- (v) Annual Governance and Accountability Return 2021/22 – Section 1 Annual Governance Statement 2021/22. The Council approved the Annual Governance Statement 2021/22 Page 4 of 6
- (vi) Annual Governance and Accountability Return 2021/22 – Section 2 Accounting Statements 2021/22. The Council approved the Accounting Statements 2021/22 Page 5 of 6

Minute 39 Correspondence

1. Chelmsford Assoc of Parish Councils – Meeting 14th June 7pm at Springfield Parish Centre CM1 6GX – Noted
2. Essex Highways – Salt Bag Partnership Scheme 2022/23 – Closing date 25th July 2022 – Sufficient supplies held.
3. Mayor of Chelmsford Civic Service – Monday 13th June 2022 5.15pm – Noted
4. EALC for National Grid Enablement – Responses close 16th June 2022. Runwell not affected by the proposals.

Minute 40 Planning

1. Applications Received:
 - (i) 22/00842/FUL 24 Canewdon Gardens – Loft conversion with rear dormer and 3 roof windows to the front. RPC comment - Supported

- (ii) 22/00911/FUL 21 Grange Road - Hip to gable roof extension with existing rear dormer extended and addition of 2 roof windows to front. RPC comment _ Supported
- (iii) 22/00946/FUL 56 Running Well - Loft conversion including front and rear dormer windows. RPC comment : Object - The proposal will overlook properties in Pitfield Shaw and will be out of keeping in the current streetscene.
- (iv) Any other application received between the date of the agenda and the monthly meeting.

Other Report of Potential Solar Farm application. Agenda item for next meeting to prepare a parish council opinion about solar farm planning applications.

Minute 41 Reports

Hall – Leaky gutter above the double-door fire exit to the car park. Quotations needed for repair and check all sections of the guttering. Request from resident to borrow (old black) 30 chairs over the weekend 30th July, agreed subject to a damage waiver of £30.00.

Park – Work party Saturday 11th June from 9am to clear weeds around newly planted whips. Working party 13th June 2022 6pm at Runwell Park to review Public Toilet Project.

Runwell Roundabout – Summer Edition to be delivered by mid-July – articles by the end of June.

Allotments – Runwell Allotments currently have a waiting list of 3. The Chairman informed the members that Rettendon had recently formed some new Allotments (£70 pa) if excess on waiting list they could be advised of an alternative.

PRoW – 21 attended the Jubilee walk on Thursday 2nd June. £140 was raised for the Sarah Perrow Kitchener Brain Tumour Charity.

CCC – Awaiting response from Essex Police Chief Inspector re Runwell issues & reducing the speed limit on Kemble Hill, Runwell Road

Minute 42 Notices of Motions and Future Business

- Planning Committee Monday 20th June 2022 7pm if business requires.
- Park Work Parties 11th & 13th June see Minute 41 above
- Parish Council Meeting Monday 4th July 2022 8pm (Apologies from K Tarplett – Holiday)

Minute 43 Agenda items for next meeting

Groundsman contract; Solar Farm – Parish Council Opinion

The meeting closed to the public at 9.50pm

The meeting re-opened

Minute 38 Salary Reviews

Clerk – it was agreed to increase the Clerks salary by one increment (using current NALC pay scales) to SCP 27 £16.58 per hour equivalent to a 3% pay increase. Clerks hours to remain at 25 hours per week, wef 1st June 2022

- Cllr Mike Rogers declared a Personal and Pecuniary Interest in the next decision and took no part in the discussion or vote.

Caretaker – it was agreed to give the caretaker a 3% increase, new hourly rate £11.85, 10 hours per week wef 1st June. Extra hours as pre-agreed. Afternoon locking £15.50; Evening locking £21.00

Groundsman – Letter to be given advising of change of hours allowing time for response before next meeting. Agenda item for July meeting.

The meeting closed at 10pm.