

**MINUTES OF COUNCIL MEETING 7th MARCH 2022
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr. P Clark; Messrs: Davis, Lansdale, Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Goodwin, Hutson & Payne. 21 members of the public.

Minute 217 Apologies: - Messrs Mpawose & Redway. Apologies accepted.

The Chairman welcomed everyone to the March meeting. The Chairman advised those present that Agenda Item 7 Planning would be moved and considered after Item 3 Approval of the February Minutes.

Minute 218 Declarations of Interest – None declared

Minute 219 Public Participation

The following matters were raised: Dates/details for the new intake to the primary school & nursery facilities at St. Luke's. The empty shop unit is out for tender; Continued litter issues in Runwell Chase – Chairman to contact CCC Street Care team; Damaged water main at junction of Lynfords Drive and Runwell Road (reported); Noise nuisance from bird scarer; Continued school parking issues to be raised at next RCPS Governors meeting, forthcoming traffic diversion due to closure of the A132 Runwell Road by Harold Gardens will exacerbate the issue; no repair yet to large pothole in Locarno Avenue(reported).

Minute 220 The Minutes of Council Meeting held 7th February 2022 and Minutes of Playing Field Committee Meeting held 21st February 2022 were all approved and signed by the Chairman as a true record.

Minute 221 Planning

The Chairman closed the meeting and opened to the public.

The public gave their views on the Planning Application 21/02209/FUL 19 Church End Avenue – Construction of a new dwelling with access from Regency Close & construction of vehicle access bridge.

The following public comments were received: Strong objections covering loss of privacy and light, disruption during the build and dangerous logistics for construction traffic particularly at school drop off times, lack of consultation with nearby properties, proposal sited in the flood plain, access issues, site to be raised which will lead to run off into neighbouring properties; ridge height will be too high, details of sewage & waste water disposal inaccurate, approval would set a precedent for similar applications, flood report inaccurate/misleading, work already completed to mature trees to facilitate application. No details of bridge and pavement alterations.

The meeting was closed to the public and re-opened

- (i) 21/02209/FUL – 19, Church End Avenue – Construction of a new dwelling with formation of access to Regency Close. Construction of vehicle access bridge. RPC comment: Strongly object to this application.
1. The plot is located and identified as being part of the flood plain, it is adjacent to Runwell Brook which is a main tributary of the River Crouch. Building is generally not permitted in areas which could be subject to flooding.
 2. Detrimental impact upon immediate neighbours to the proposed site. The property will be only one metre from the boundary of existing residences in Viking Way. There should be sufficient space to maintain amenity and privacy of neighbours. The neighbours will lose their right to the quiet enjoyment of garden amenities.
 3. Residents in Viking Way will suffer from a loss of privacy and overshadowing especially if the dwelling must be raised to alleviate the potential flood risk which has been identified in the report. The upstairs rooms of the proposed dwelling will also overlook further residences in Viking Way and Church End Avenue. This is unacceptable.

4. Detrimental impact to the residents in Regency Close, adjacent to Runwell Brook due to the location of the proposed access bridge and the removal of the hedgerow. The removal of the hedgerow harms the character of the area and alters the appearance of the cul-de-sac.
5. Unclear access. There are no clear dimensions for the access bridge and when comparing the actual photographs of the site and the architects drawings the two do not appear to align. This is a key part of the application and is very misleading as it stands. The bridge will need to be suitable for large construction traffic, deliveries etc and will need to be far larger than is presently indicated. The destruction of the established hedgerow is unacceptable. The bridge will need to be constructed on the banks of the brook which will become unstable following the removal of the hedgerow on both sides. The effects on the brook will be unacceptable.
6. The removal of the hedgerow will affect the long-established wildlife habitats. Protection should be given to existing landscapes and wildlife habitats to maintain the character of the area.
7. The Parish Council is not satisfied that drainage and sewerage has been properly assessed. The application indicates sewerage will be joined to 19 Church End Avenue; the viability of this connection needs to be checked. No surface water should run off directly into the brook particularly through the construction phase.
8. The Parish Council is concerned that this application could set a precedent for further applications.
9. The streetlight will need to be moved should the access be widened together with a dropped kerb section through the existing pavement.

(ii) 22/00233/FUL – 131 Runwell Road – Part first/second floor rear extension. Proposed new dormer to rear. Addition of two first floor windows to the side elevations. Construction of porch side extension. RPC comment: Supported

(iii) 22/00271/FUL – 7 The Greenway – raise roof and extend first floor. Ground floor canopy roof to front entrance. Addition of render to property. RPC comment: Supported

(iv) 22/00338/FUL – 19 Clare Avenue – Single storey rear extension. RPC comment: Supported

Minute 222 Clerks Report – See Appendix 1 (Report read out and noted.) It was agreed that Park items covering Playground Inspection & Maintenance quotations to be added to the Agenda under Finance.

Minute 223 Finance

(i) Payments

Lloyds Bank – Pre-payments:

FPO	Chew Valley Trees	4 Large Oak Trees plus delivery	£576.00
FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 4 weeks plus locking	
Deb	Prebeat	M/Phone table stands x2	£12.95
Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17
D/debit	Veolia	Hall Refuse Jan 2022	£158.69
		Sub total	£2903.45

A transfer of £2000 was made to cover these payments.

Payments for authorisation

FPO	Essex Pension Fund	Staff Pensions	
FPO	L Vallis	Groundsman Runwell Park	£901.00
FPO	Mrs JC Rogers	Hall Garden - Monthly	£60.00
FPO	Viking direct	Office Supplies Printer Ink	£70.76
FPO	A-Z Supplies	Hall Supplies	£107.92
FPO	Link CCTV	1/4ly Maintenance cover	£380.14

FPO	TR Marshall	Instal pole and Owl box Runwell Park	£330.00
FPO	Essex Ht. & Plumb	Annual boiler Service & Gas Safety	£414.00
FPO	RCCE	Annual Village Hall m/ship	£66.00
D/debit	Veolia	Hall Refuse Feb	£157.68
FPO	S Chipperfield	Hall Returnable Deposit	£30.00
FPO	S Malcolm	ditto	£30.00
FPO	C Hayward	ditto	£100.00
FPO	S Digby	ditto	£30.00
			Total £6350.20

A further transfer of £4000 (Four thousand pounds) was agreed from the Deposit Account to the Current Account to cover these payments.

Barclays Bank Payments for authorisation

Petty Cash

Alarm Batteries £4.44	Clerks ½ yearly phone allowance £40.00	Kitchen bolts £7.08	
Tyre Removal – Runwell Allotments £10.00	Prem Clean – Cooker at Hall £100.00		
Tap Valve for Hall Kitchen Tap £7.50	Spare Keys for Audio Control Cupboard £10.00		
Spare Key – Caretakers Cupboard £9.00	Repairs to Kitchen Cupboards £45.00		
Debit Card for above			£233.02
D/debit	E.on Next	Electricity used at Hall monthly	£181.00
D/debit	Brit Gas	Gas used at Hall Feb 2022	£655.60
D/debit	Essex Suffolk Water	Water bill Allotments	£14.40
			Total £1084.02

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

All the payments as shown were approved by the Council.

(ii) Runwell Park – Quotations for replacement soffits and guttering to the Pavilion Building.

3 companies approached; 2 companies quoted. It was agreed to accept the quote from WeGlaze in the sum of £3600 (inc. VAT).

(iii) Appointment of Council Internal Auditor

It was proposed and agreed that Sue Goodwin should be the Council Internal Auditor.

(iv) Local Council Accounting/Booking System

Clerk to have Zoom meeting with Scribe on Thursday 10th March. It was agreed to give terms of reference to the Standing Committee.

(v) Playground Inspection & Maintenance Quotations

2 companies quoted. It was agreed to accept the quotation from Kompan in the sum of £554.06 per year covering three inspection visits.

Minute 224 Correspondence

1. CCC – Love Your Parish Days: Areas to include in need of attention – Runwell Road, Church End Lane, Brock Hill, St. Luke’s Approach, Runwell Chase.
2. Resident – Letter re proposed charges for Youth Football Training at Runwell Park – See also Minute 227
3. CCC – Community Governance Review – Final Decision to be made by Full Council on 31st March 2022.
4. Sovereign Health & Safety Maintenance Package See Minute 223(v) above
5. Kompan Health & Safety Maintenance Package See Minute 223(v) above
6. Runwell Shed – Grant request for £1100. The Council agreed this request. (Formal approval at next meeting as this was not a Formal Agenda item.)
7. St. Mary’s Church – Breakdown of Churchyard maintenance costs. Noted.

Minute 225 Assistant Clerk

It was agreed to give terms of reference to the “Standing Committee” in respect of the advert, duties, interview procedure and recommendation of candidate.

Minute 226 QEII Jubilee

Progress report given by the working party. 4 days of events: Thursday 2nd June: Jubilee Walk 10.30am starting at Runwell Park followed by Wickford Beacon Lighting in Memorial Park 9pm; Friday 3rd June Invitation Afternoon Tea Party, Runwell Village Hall 2.30pm – 5pm; Saturday 4th June - Picnic in the Park, Runwell Park all day; Sunday 5th June Wickford Big Lunch in Nevendon Park. Queens Green Canopy Tree Planting – photo session Monday 14th March 11am.

Minute 227 Runwell Park

- (i) Training Fees. It was proposed and agreed to charge any football club that regularly uses Runwell Park for organized training sessions to pay a fee of £500 per season or £250 per half season (September – May) for up to 2 teams.

Minute 228 CCTV

- (i) Runwell Village Hall – Nothing received from Link CCTV Systems Ltd. Agenda item for next meeting.

Minute 229 Reports:

1. **Hall** – Productive meeting this afternoon with Lee Chapel Flooring, recommendations and quotation to follow.
2. **Park** – The Queens Green Canopy trees will be planted this week.
3. **Allotments** – The ground is very wet, no issues to report.
4. **Footpaths** – DD/RH reported on a new public right of way to be created on the outskirts of Runwell, Battlesbridge and Wickford Memorial Park.
5. **Runwell Roundabout** – Spring Edition 2022 to be collated and sent to editor next week, printing and delivery by the end of March 2022.
6. **QEII Jubilee** – No further report. Follow up meeting later this month.
7. **School Representation RCPS** – Parking issues to be taken to the next governors meeting.
8. **CCC** – Report given on the recommendations of the Community Governance Review.

Minute 230 Notices of Motions and Future Business:

Planning Meeting: 3rd Monday 21st March 2022 7pm if business dictates. To be followed by Standing Committee Meeting 7.30pm
Next Full Council meeting Monday 4th April 2022 8pm

Minute 231 Other

Cllr Davis gave apologies for the next Council meeting on 4th April 2022.

The meeting closed at 10.30pm