

**MINUTES OF COUNCIL MEETING 1st NOVEMBER 2021
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr. P Clark; Messrs: Davis, Lansdale, Redway, Rogers, Sloane & Tarplett; Mesdames: Evans, Ellis, Goodwin, Hutson & Payne. 4 members of the public.

Minute 133 Apologies: - Mr J Mpawose. Apologies accepted.

The Chairman welcomed everyone to the November meeting.

Minute 134 Declarations of Interest – None declared

Minute 135 Public Participation

1. JS reported the white lines had been repainted in Brock Hill but no mini roundabout.
2. AE reported damaged drain cover by Homeholly House (PC has reported) Mud being left on main roads at St. Luke's by construction traffic.
3. SD asked about the provision of a salt bin at St. Luke's, location to be agreed and consult with ECC Highways.
4. DD reported that the streetlight outside 116 Brock Hill still not working, this has been reported.

Minute 136 The Minutes of Council Meeting held 4th October 2021; Minutes of Standing Committee meeting held 18th October 2021; Minutes of Hall Committee meeting held 18th October 2021; Minutes of Playing Fields Committee Meeting held 18th October 2021 were approved and signed by the Chairman as a true record.

Minute 137 Clerks Report – See Appendix 1

Minute 138 Finance

(i) Payments

Lloyds Bank - Payments for authorisation

Deb	Zoom	Monthly Subscription	£11.99
Deb	Adobe Pro	Monthly subscription	£15.17
FPO	J Pharez	Salary	
FPO	JC Rogers	Salary – 4 weeks (+Holiday pay 2 weeks)& Sat hire x3)	
FPO	Essex Pension Fund	Staff Pensions	£780.27
FPO	L Vallis	Groundsman Runwell Park	£1436.50
FPO	Mrs JC Rogers	Hall Garden - Monthly	£60.00
FPO	BF Ground Maint	Grass Cutting Runwell Park – Oct – 3 Cuts	£540.00
FPO	Viking	Aluminium Steps – Hall	£74.99
		Office Supplies	£60.50
FPO	PC Wright Electrical	Village Hall repairs	£313.68
FPO	A – Z Supplies	Hall Supplies	£123.25
		Ditto	£50.02
FPO	R Haigh	Hall Returnable Deposit	£30.00
FPO	A Constable	ditto	£30.00
FPO	R Carrick	ditto	£100.00
FPO	RDB Landscapes	Park Trenching – 1/3 rd deposit	£711.67
FPO	Glasdon	Revised Invoice re Bins at Park (Sept Invoice w/drawn)	£988.81
D/debit	Veolia	Hall Refuse October	£139.73
		Total	£7668.90

A transfer of £3,000 was agreed from the Deposit Account to the Current Account to cover these payments.

Continued

Barclays Bank

Pre-payments

Deb Card	TLC	Hall lighting	£37.98
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Payments for authorisation

<u>Petty Cash</u>	St. Mary's History Book	£20.00	Window Cleaning – Hall	£85.00		
Allotment Key	Deposit Refund Plot 57	£25.00	Men's Shed cash float	£50.00	Total	£180.00
D/debit	Business Gas		Hall			£20.70
D/debit	E.on Next		Electricity used at Hall monthly			£181.00
D/debit	E.on Next		Electricity used at Runwell Park – Quarterly Jul – Oct			£245.47
107654	Poppy Appeal		S137 annual Donation			£100.00
107655	N Vine		Allotment Key Deposit Returned			£5.00
					Total	£870.15

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

Minute 139 Correspondence

1. CCC – Community Governance Review. Further consultation to 30th November 2021. Online responses only. See Minute 141 below.
2. CCC – Response from Lorraine Brown in answer to queries raised. See Minute 141 below.
3. Demetia Action Alliance – Chelmsford Contact details. Noted.
4. Play Inspections UK – Runwell Park Playground Inspection booked 10-week lead time £150.00 plus VAT. Ask CCC to do an annual maintenance check in addition. Noted
5. CCC – Consultation on Draft First Homes Planning Advice Note 26/10/21 – 24/11/21. Clerk to complete.

Minute 140 Planning

Applications Received:

1. 21/01961/OUT - Land North West Of Hamberts Farm Burnham Road South Woodham Ferrers Chelmsford *Description of works*: Outline application with all matters reserved for residential development of: up to 1020 homes, up to 88 bedroom units of residential care use (Class C2), up to 1,100 sq. m (GEA) neighbourhood centre (Class E) including a multi-purpose community centre, up to 1,200 GEA) of business floorspace (Class E), a 2fe primary school and two 56 place early years facilities, 5 serviced plots for travelling show people, landscaping, strategic and local open space and associated buildings and structures, all associated highway infrastructure, pedestrian, cycle and bridleway routes (including partial extinguishment of Bridleway 25), vehicular and cycle parking, drainage works, ground reprofiling, demolition of existing building and all associated ancillary works including services and utilities.

Comment: Runwell Parish Council comments relate to the effects on the wider community in respect of Highway matters and transport strategy. This substantial development will create many extra vehicular movements and the need for improved public transport. There is a particular weakness in the rail network via the single-track branch line at South Woodham Ferrers. It is anticipated that the traffic movements at commuter/school times will increase vehicle numbers on the A132 to and from Wickford and beyond, this could be partially off-set by improvements to the Railway Station at South Woodham Ferrers - lengthening the platform and the provision of more regular and longer trains via Wickford to the Southend/Liverpool St main line. Improved bus transport is also necessary.

Minute 141 Community Governance Review

Letters detailed in Correspondence Minute 139 items 1 & 2 were discussed at length. A new ward is proposed to be called St. Luke's Ward to be represented by 2 councillors. It is also proposed to reduce the East Ward representation to 4 councillors. No changes to the West Ward retaining a representation of 7 councillors. Overall representation for Runwell to remain at 13 members. These changes were recommended by a consultant based on the views of 3 people. A consultation letter had been sent to St. Luke's residents proposing that a new ward was to be formed and the Parish Council membership was to be increased it is disappointing that the City Council do not acknowledge this mistake. Maintain the view that no changes necessary. Responses to the consultation can only be made online – Clerk to resend link. All councillors encouraged to respond. Clerk to circulate proposed wording for the Parish Councils response.

Minute 142 Neighbourhood Watch Scheme

Defer to next meeting. Future article to be drafted for the Runwell Roundabout to gather interest. Needs to be set up independently from the Parish Council.

Minute 143 Runwell Shed

Request received from the Committee for permission to partially remove 2 internal wall to improve the workspace available. PC/KT discussed the layout of the roof trusses. Further inspection to follow.

Minute 144 Community Defibrillator – St. Luke’s Park

It was proposed to locate the Community Defibrillator on the exterior wall of the Co-op. Further negotiations to follow. Currently agreements from Countryside Properties, Gilcrest Homes and the Co-op with this parish council to co-ordinate.

Minute 145 Queen Elizabeth II Platinum Jubilee (Thursday 2nd June 2022 – Sunday 5th June 2022

Meeting scheduled for Monday 8th November 7pm cancelled. Committee membership to be extended to the wider community. New meeting date to follow. DH has contact for a piper if the Beacon lighting goes ahead.

Minute 146 Reports

1. **Hall** – AE reported that the Heating Control systems Hive/Nest were not compatible with the Hall boilers. It was proposed to move the Main Control located in the Hall into the Clerk’s Office and put a simple thermostat in the Main Hall. Budget agreed £750.00. Regular issues with Hall Intruder Alarm being set off, reminder letter to Clubs needed. MR reported that ESL would have the components for the sound system by the end of the month. It was agreed to defer the request to return the deposit as it was possible to re-schedule the work for the Christmas holidays. PC advised that a further meeting with a Solar Power installer was scheduled for next week.
2. **Park** – PC reported that a van had backed into one of the park gates, repair needed to re-align the shackle for the padlock.
3. **Allotments** – AGM held 25th October 2021 was well attended and most rents had been paid. Further inspections required on a couple of plots due to non-cultivation/storage of building materials
4. **Footpaths** – DD reported that the bridge along Footpath 2 had been repaired and the overgrown hedge along Footpath 10 had been cut back.
5. **Runwell Roundabout** – Last request for articles for the Winter 2021 edition.
6. **School Representation** – DH reported on her School Governor positions at Runwell Community Primary School. The new Headmistress is now in post: Mrs Rachel Anthony. The next Governors meeting is 23rd November 2021. The school have their own defibrillator and are happy to advertise this can be used for the community during school opening times. Article to be put in the Runwell Roundabout.
SD/PC reported on the new school at St. Luke’s Park. A staggered entry is proposed, awaiting agreement from ECC.
7. **CCC** – Letter sent to Rt. Hon Michael Gove MP Secretary of State for Levelling Up, Housing & Communities regarding S106 responsibilities for maintenance of the Runwell Road pathway from Runwell Chase to Church End Lane, earlier letters sent to ECC Highways and Chelmsford City Council had received an indifferent response. Proper maintenance needs to be established as set out in the agreement. Further report that CCC meetings had returned to being held online due to high Covid rates in Chelmsford.

Minute 147 Notices of Motions and Future Business:

Planning Meeting: 3rd Monday 15th November 2021 7pm if business dictates followed by Finance Committee Meeting 15th November 2021

Minute 148 Agenda items for next meeting

Neighbourhood Watch Scheme, QEII Jubilee 2022

The meeting closed at 10.20pm