

**MINUTES OF COUNCIL MEETING 2nd OCTOBER 2017
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr. P Clark; Messrs. Lansdale, Rogers and Sloane. Mesdames: Evans and Wolf. 18 members of the public

Minute 98 Apologies: - Mr. J Martin; Mesdames Martin & Payne. CCC representatives Millane and Ride

The Chairman welcomed everyone to the October meeting and reported that Mr. P Hennessey had resigned from the Council.

Minute 99 Declarations of Interest – None declared

Minute 100 Public Participation

1. KG reported her opposition to the Planning item ref 17/05198/TPO Removal of T2 Oak on the following grounds:
 - Insufficient evidence to say tree should be removed.
 - Large stretch of bamboo growing adjacent to 32 Canewdon Gardens and already damaging the pavement, growing over and under the pavement
 - Nearby willow tree
 - Property has been prone to surface flooding
 - Previous swimming pool filled in.
 - 2 oak trees previously cut down and could have caused heave
 - Removal of the tree could cause the bank of Runwell Brook to collapse with further repercussions
 - Removal could cause the bridge/s that gives access to the rear properties to become weak and unstable
2. RH (River Crouch Association) reported that the tree needed protecting and was a magnificent specimen in need of a bit of pruning.
3. DD reported that the roots could be protected by a root barrier system.
4. RD reported the age of the bungalow was probably pre-war. If the tree was to be removed it would have a bigger effect on the area and existing properties than if it was left in situ. RD further commented that CCC should have irrefutable proof that the tree is solely responsible for the damage to 32 Canewdon Gardens before any agreement to have it removed.
5. The Clerk advised that both RR & Lm were aware of the issue.
6. MR advised that all householders should check their Home Insurance re legal protection if they wanted to fight the matter further.

Minute 101 The Minutes of Council Meeting 4th September 2017 were approved and signed by the Chairman as a true record.

The Chairman asked to vary the Agenda to permit the planning section to be considered next. This was agreed.

Minute 102 Planning -

1. Applications Received:
 - (i) 43 Brock Hill - 17/01583/FUL – Roof extension to create 1st floor accommodation including front facing dormer windows. Part two storey, part single storey rear extension; single storey front extension and two new bay windows. Alteration to fenestration. RPC comment: No comment on application however applicant should be asked to arrange for construction traffic to park off road and away from the traffic calming area to avoid road congestion.
 - (ii) Aubrey Cottage, Runwell Chase - 17/01573/FUL– Two storey side and first floor rear extension. RPC comment: We note that a previous larger application was rejected. We ask that the current planning legislation is applied.

- (iii) 41 Canewdon Gardens – 17/05198/TPO – T2 Oak of MWA Arboriculture report; works – REMOVE; reason: the above tree is considered to be responsible for root induced clay shrinkage subsidence damage to the subject property. RPC comment: Strongly object stating the reports attached to the application do not prove that the oak tree in question needs to be removed. Also state that other oak trees removed could have caused damage; other more invasive species present such as bamboo and willow, removal will cause heave and damage to other properties; alternative ways to protect the roots of the tree; CC should have irrefutable proof that the oak in question is responsible for the damage.
- (iv) 63 – 65 Brock Hill – 17/01438/FUL - Variation of condition 4 of planning permission reference 17/00335/FUL to allow for the construction management plan to be submitted prior to the commencement of construction. Variation of condition 3 of planning permission reference 17/00335/FUL to allow for the submission of a contamination report prior to the commencement of construction. Variation of condition 5 of planning permission reference 17/00335/FUL to allow for detailed drawings and sections of the finished levels of all parts of the site to be submitted prior to the commencement of construction. Variation of condition 6 of planning permission reference 17/00335/FUL to allow for the details of materials to be used to be submitted prior to the commencement of construction. RPC comment: No comment/objections.

Minute 103 Clerks Report

The Clerk read out the September report see Appendix 1.

Minute 104 Finance

Petty Cash

Window Cleaning – Hall £85.00 Petrol – Park £2.89 Stamps £14.52 Total £112.41

Prepayments

107389	S & S House/Garden Maint	Cheque destroyed – Wrong payee see 107399	
107390	Brooks	Cess Pit clearance - Park	£85.00
D/Debit	E & S Water	Allotments March – September	£401.67

Cheques to issue

107391	Mrs J Pharez	Salary	
107392	Mrs G Smith	Caretakers Salary 4wks	
107393	L Vallis	Groundsman 4 weeks	£1244.00
107394	Essex Pension Fund	Pension	£406.41
107395	JC Rogers	Hall Garden Aug & September	£120.00
107396	A-Z Supplies	Hall/Office Supplies - August	£74.33
107397	Chelmsford City Council	Hall Refuse – 6 months	£892.84
107398	BF Ground Maintenance	Grass Cutting – August – Park	£264.00
107399	S Johnson	Internal Painting etc Village Hall	£2627.09
107400	A Bones	Allotment Key Deposit	£25.00
107401	St. Mary's Church	Churchyard Grant – annual	£1600.00
107402	Basildon CAB (Wickford)	S137 Grant	£200.00
107403	Runwell Community Sch	S137 Swimming Grant (2 nd instalment)	£500.00
107404	S Johnson	Exterior Painting – Hall	£341.98
107405	BT	6 month Internet & Office Phone	£357.82
107406	HM Revenue & Customs	Tax & NI Jul, Aug, September	£1327.03
107407	A – Z Supplies	Hall Supplies – September	£42.20
107408	Cash	Petty Cash as above	£112.41
D/Debit	Anglian Water	Hall Sewerage	£418.32
D/Debit	BT	Hall Payphone	£56.97
107409	PKF Littlejohn	External Audit	£480.00
		Total	£13199.05

The Council agreed to transfer £7000.00 from Business Premium Account to Current Account to cover these payments.

Minute 105 Correspondence

Received

1. NALC – New Insurance Broker for Local Council Policies BHIB. Noted, policy expires April 2018
2. JACS (UK) Ltd - Information on Village Gateways – see Minute 107
3. CCC – Public Spaces Protection Order – Dog Fouling - noted
4. Countryside Properties – Reply to queries. Clerk to send update
5. Essex & Herts Air Ambulance – Request for donation. Refer to 2018/19 S137 Grant Funding. Place a further advert in Runwell Roundabout to promote use of recycling clothing bin in Runwell Park.
6. ECC – St. Mary’s Crossing update - Noted
7. Flag Consultancy – Price for Parish Flag – **Minute 108**
8. C Moore – Runwell Primary School access – **Minute 106**
9. ECC – Consultation on Mobile Library Service 19th September – 6 November. Support continuation of the service, clerk to respond
10. CCC – Parking & Highways Liaison Briefing Thursday 16th November. PC & BL to attend.
11. Runwell Village Pre School – Request to store steps in the ladies toilet. Agreed subject to review.

Minute 106 Runwell School – Forest Nursery Access

See correspondence Item 8 from C Moore. Residents were not notified of works to take place or asked for permission to use the access. Apparently double gates are planned for the end of the private drive/access road. There are serious concerns about the speed of the traffic in Church End Lane and the safety of children crossing to use the nursery. A speed reduction scheme at school times and/or a pelican crossing is needed.

Minute 107 Village Gateway

JW/CE agreed to take on this project to install a gateway in Kemble Hill on the A132 Runwell Road.

Minute 108 Parish Flag

The cost of a Parish Flag including all the design costs totals £265.00, the Council agreed by majority to purchase the flag. Cllr Lansdale was opposed to the purchase and requested this be noted.

Minute 109 Christmas Carol Service

The council agreed the Community Christmas Carol Service would be held on Sunday 17th December 2017 in Runwell Village Hall 2pm in conjunction with St. Mary’s Church and the Salvation Army.

Minute 110 CIF Grant – Kitchen – No further information to report

Minute 111 Runwell Park – Update on Chelmsford City Council Meeting and S106 Funding – Awaiting written response to questions supplied; meeting with Nick Eveleigh on 21st September was cancelled. PC reported this was only part of the funding issue raised. It has been suggested that our residents should fund the park via RPC increasing the precept, it is felt this channel would be too expensive and poorly received. It was reported that there is no children’s play area at St. Luke’s Park.

Minute 112 Reports

1. **Park** – PC reported: Cess pit emptied; CCYFC parking issues – will ask to stagger k/o times and to appointment a parking marshal, German visit and BBQ at the park next weekend; consider extending overflow car park.(Agenda item of next park committee meeting)
2. **Hall** – BL reported: Rear wall needs repainting to make watertight; radiators to be cleaned internally; window mechanism to be adjusted; check need for finger guards with RVPS
3. **CCC** – No report.
4. **Allotments** – AGM 30th October 2017 rents from 7pm, meeting 8pm, in village Hall
5. **Runwell Roundabout** – Advert needed for new Councillors and flyer for St. Luke’s residents.
6. **PRoW/Footpaths** – No report
7. **Tree Wardens** – No report

Minute 113 Notices of Motions and Future Business: Hall/Park precept meeting Monday 16th October 2017 at 7pm and 8pm respectively.

Minute 114 Agenda Items for next meeting: TBA

Meeting closed 9.45pm