

**.MINUTES OF COUNCIL MEETING 7th OCTOBER 2019
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr P Clark; Messrs: Lansdale, Martin, Rogers, Sloane & Tarplett; Mesdames: Clark, Ellis, Evans, Martin & Payne. 5 members of the public.

Minute 119 Apologies: - Mrs J Wolf; Mr. G Redway; CCC Lance Millane

The Chairman welcomed everyone to the October meeting and thanked Chris Evans for taking the minutes at the September meeting.

Minute 120 Declarations of Interest – None declared.

Minute 121 Public Participation

1. SM reported rubbish left on the verges following the Runwell Chase improvements removed.
2. PC reported that overgrown laurel hedge in Church End Lane had been cut back; overgrown verge at the junction of Meadow Lane and Church End Lane still untouched despite numerous reports.
3. LP reported that VE Day Friday 8th May 2020 was going to be a Bank Holiday, the Ladybird Singers are now unsure as to their availability. Event still to go ahead as planned. Alternative music to be arranged if needed.
4. AE reported various issues as advised to her: Brock Hill broken pipe to ditch (now repaired); Brock Hill old telegraph pole not removed and hole left in verge; Church End Lane damaged manhole cover; ditches not maintained by St. Luke's Roundabout; overgrown hedge by bus shelter in Runwell Road also rubbish an issue (bin needs to be installed) Clerk to report all issues to ECC Highways.
5. CE reported further ditch issues by the link road to Runwell Chase; concrete from Runwell Chase repairs has been left between Lynfords Drive and Avenue. Oak die back in Runwell Chase to be reported to Tree Officer at CCC.
6. RG asked for update on the meeting with ECC Ian Grundy. PC responded with summary of the visit.
7. FW asked about the planning application relating to the oak tree at 90a Church End Lane. CCC refused the application, tree deemed to be healthy. FW further reported the area around the culvert in Meadow Lane had been cleared.
8. RH reported on the activities of the River Crouch Conservation Group.

Minute 122 The Minutes of Council Meeting 2nd September 2019 and Minutes of the Planning Committee 16th September 2019 were approved and signed by the Chairman as a true record.

Minute 123 Clerks Report (see Appendix 1)

Minute 124 Finance

(i) Payments:

Petty Cash

Allotment Key Refunds £30.00	Key Tags & Storage boxes £46.50	Travelling J Pharez £18.00
Park – Petrol & Strimmer Parts £46.63	Refreshments Mental Health Course £5.40	
Window Cleaning Village Hall £85.00	<u>Total £231.53</u>	

Payments Barclays Bank

D/Debit	BT	Monthly Office Phone and Internet	£89.31
D/Debit	N Power	Electricity used at Hall	£265.00
D/Debit	Strutt & Parker	1/4ly Allotment Rent	£79.10
D/Debit	BT	Hall payphone – quarterly	£63.75
D/Debit	Anglian Water	Hall Sewerage 6 months	£603.80
		Barclays Total	£1100.96

Sufficient funds are held to cover these payments.

Payments from Lloyds Bank

Mrs J Pharez	Salary	
Mrs JC Rogers	Caretaker 4 weeks	
L Vallis	Groundsman Monthly	£1436.50
Mrs JC Rogers	Hall Garden	£60.00
Soft Surfaces	Hall – Pre School Play Area repair kit	£89.40

CPRE		Annual M/Ship	£36.00
PKF Littlejohn		External audit	£480.00
A-Z Supplies		Hall Supplies	£65.35
Flag Consultancy		Hall Flag (Includes repair to old flag)	£318.00
L Garner		Returnable Hall Deposit	£30.00
St.Mary's Church		Churchyard Grant	£1750.00
D/Debit	Veolia	Hall Refuse Aug x4 weeks	£139.73
Standing Order	Essex Pension Fund	Staff Pensions	£582.53
000007	HMRC	Tax/NI Jul, Aug, Sept	£1440.69
000008	Wickford/Basildon CAB	Annual donation	£200.00
		Lloyds Total	£8405.36

Sufficient funds are held to cover these payments.

- (ii) Receipts and Payments July 19 - Sept 19. The Council reviewed the figures (Appendix 2) and approved the figures as shown.
- (iii) External Audit - The Annual Governance Statement and Accounts for 2018/19 approved by PKF.

Minute 125 Correspondence

1. PKF Littlejohn LLP – External Audit Report – noted see Minute 124(iii)
2. EALC/Essex Police – 2016 Police Crime Plan Survey. Response to survey to be sent (Clerk)
3. RHA – Dave Slipper Memorial request – decision deferred to Hall Committee.
4. EALC – Community J9 Project – Domestic Abuse Training. Clerk to arrange training session.
5. CCC – Play in the Park 2020. It was agreed to hold two summer sessions; 30th July & 25th August.
6. RCCE – Village Halls Conference Saturday 12th October 9.30am – 3pm, Fyfield, Ongar. Apologies.
7. CCC- Chelmsford area Engagement Audit. Clerk to send details of activities held in Village Hall.

Minute 126 Planning

1. Applications Received:
 - (i) 19/01626/FUL – 71 Ethelred Gardens – Rear extension and loft conversion with rear facing dormer. RPC comment: Supported
 - (ii) (Appeal) 19/01003/FUL - 31 Waverley Crescent. Maintain comment: “No objection”

Minute 127 Highways

Covered in Clerks report and Chairmans reports through the meeting.

Minute 128 Website

PC reported that the free EssexInfo site was closing on 31st March 2020. EALC collating companies to provide similar websites. Costs to be compared and incorporated into next years' budget.

Minute 129 Reports

Hall – AE no further report. Outstanding jobs to be discussed in Hall Committee meeting.

Park – PC no further report. Alternative uses for the park – tree planting etc and review of groundsman's duties to be discussed at Park Committee meeting.

Allotments – It was agreed to give one years notice to increase the rent to £22.00

Footpaths – DD reported that the 45th Boxing Day Walk would meet at Runwell Park as usual, article to be placed in Runwell Roundabout.

Runwell Roundabout – Clerk meeting new editor on Thursday 11th October.

CCC – PC reported on the Army & Navy Flyover and the Chelmsford Park & Ride Schemes.

Tree Wardens – No report.

Public Transport – No report.

Minute 130 Notices of motions and future business:

- Planning Committee 3rd Monday 21st October (if business dictates)
- Hall & Park Committee meetings 28th October 2019 7pm & 8pm respectively.
- Parish Council meeting Monday 4th November 2019 8pm

The meeting closed at 9.50pm