

**MINUTES OF COUNCIL MEETING 7<sup>th</sup> SEPTEMBER 2020  
IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE:** - Chairman: Mr P Clark; Messrs: Redway, Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Payne & Wolf; 6 members of the public, contact details noted.

**Minute 34 Apologies:** - Mr & Mrs Martin, Mr W B Lansdale

The Chairman welcomed everyone to the September meeting.

**Minute 35 Declarations of Interest** – Although not present Mr & Mrs Martin had declared by email a personal interest in the Planning Application relating to “Site at The Oaks, Runwell Chase and would take no part in the comment.

**Minute 36 Public Participation**

The following matters were raised:

Runwell Road, faulty lamp post no. 25 (Clerk to report); trees overhanging footpath in Runwell Road; issues with fires on the land opposite the Toby Carvery, verge on bypassed section of Runwell Road uncut; Carlton Road – damaged footpath due to parking of fully loaded removal lorries; Thanks for the Play in the Park; Comments on the progress of the installation of the new play equipment; Motorbike issues in Runwell Park the perpetrator on trying to avoid the PCSO had a collision with another vehicle in Meadow Lane; Street Meet the Cops arranged for 22<sup>nd</sup> September 11am in Runwell Park; Traffic using Runwell Chase as a race track (reported); Fly-tipping by security fence boundary with Meadow Lane reported to CCC, Church End Lane – School Parking & Speeding; Streetlight not working near 108 Brock Hill.

**Minute 37** The Minutes of Council Meeting held 3<sup>rd</sup> August 2020 and the Planning Committee Meeting held 17<sup>th</sup> August 2020 were approved and signed by the Chairman as a true record.

**Minute 38 Clerks Report**

See appendix 1

**Minute 39 Finance**

(i) **Payments** – the following payments were approved.

Petty Cash

Window Cleaning Village Hall Aug £85.00 Clerks Phone Allowance £40.00 Keys – Park £8.00  
Disposable Gloves £6.00 Total £139.00

Lloyds Bank

Pre-payments:

FPS	Mrs J Pharez	Curry's/PC World New Laptop	£799.99
Debit Card	Amenity Supplies	Line marking paint	£106.38
D/debit	Veolia	Hall Refuse July	£139.73

Payments

Mrs J Pharez	Salary	
Mrs JC Rogers	Caretaker 4 weeks & holiday pay	
Mrs JC Rogers	Hall Garden Aug	£60.00
L Vallis	Groundsman Monthly	£1436.50
Standing Order	Essex Pension Fund Staff Pensions	£615.97
M Brazil	Car Park White Lining	£1092.00
Viking	Printer Ink	£40.18
Viking	2 x Floor Display Boards	£215.98
A-Z Supplies	Hall Supplies	£47.78
CCC	Removal of Garage & Path – Runwell Park	£2748.00
CCC	Play in the Park	£120.00
		Total £9356.21

The Council agreed a transfer of £9,000 from the Lloyds Business Deposit Account to Current Account to cover these payments.

## Barclays Bank

### Pre-payments

D/debit	N Power	Electricity used at Hall monthly	£181.00
D/debit	E & S Water	Water at the Allotments	£130.85
D/debit	BT	Monthly Office Phone and Internet	£92.56

### Payments

107631	Cash	Petty Cash as above	£139.00
107632	Chelms City Council	Removal of Old Playground and preparation of new	£34878.00
107633(16/9)	Kompan Ltd	New Park Play Equipment	£37414.39
			Total £72431.39

The Council agreed a transfer of £65,000 from the Barclays Savings Account to Current Account to cover these payments.

The Clerk was authorised to hold the cheques for Chelmsford City Council and Kompan Ltd until the work had been completed and installed to our satisfaction.

- (ii) Salary Review Clerk & Caretaker – see end of meeting**
- (iii) Groundsman's Annual Contract – see end of meeting**

### **Minute 40 Correspondence**

1. SLCC – Planning for the Future Consultation deadline 29<sup>th</sup> October 2020 – Response needed for proposed changes to the planning system, greenbelt is protected.
2. SLCC – Short- term changes to planning system Consultation 6/8/20 – 1/10/20. As above.
3. ECC – Article from Cllr David Finch – Forthcoming reform of Local Councils in two-tier County areas. The reforms are proposed to take place by 2023 with Essex to be one of the first counties to change. White paper to follow with responses needed by the end of December.
4. Essex & Herts Air Ambulance – Thanks for previous support – request for continuation. It was agreed to continue support.
5. ECC – Cllr Ian Grundy – Request for 6 areas needing pothole/footway repairs. Deadline 19<sup>th</sup> September. Potholes – Church End Avenue, Runwell Road - Toby Carvery both sides of the road and on the bridge over the A130; footways in need of attention Church End Avenue, roads Saxon Close; other roads to be checked and worst reported.
6. CCC – Special Expenses Review – Response from Michael Packham - Noted
7. CCC – Play in the Park round up. Well received despite the Covid-19 restrictions.
8. Department of Transport – Pavement parking. Consultation 31/08/20 – 22 /11/20 – noted.

### **Minute 41 Planning:**

#### Applications Received:

- (i) 20/01272/FUL – 132 Swan Lane: Retrospective application for loft conversion including hip to gable roofs, with side and rear dormer. RPC comment: It was noted pre-application advice had been sought, providing this advice is complied with to the satisfaction of the planning officers then no objection.
- (ii) 20/01288/FUL – 36 Rushbrook Avenue: Proposed rear door/window change to new build property. RPC comment: No objections.
- (iii) 20/01284/FUL - 56 Running Well: Ground floor rear extension. RPC comment: Supported.
- (iv) 20/01349/FUL– 11 Saxon Close: Single storey rear extension, construction of front porch and garage conversion. RPC comment: No objection as long as there is sufficient parking for a 4 bedroom property.
- (v) 20/01348/FUL – 81 Brock Hill - Conversion of garage to habitable area. First floor side extension and two storey front extension with 2 no. roof windows. Addition of front porch canopy. RPC comment: Supported.

### **Minute 42 Park**

#### 1. Tree Planting Scheme

It was agreed that RPC would fund the planting of mature trees to the value of £140 each to a maximum of £10k (60 trees). Mature trees to be inter-planted with approximately 3000 whips (for free) to be supplied by

Chelmsford City Council. Woodland species all to be planted at the lower end of the park by the Quart Pot and roughly in place of the lower football pitch. All maintenance and watering for the first two years including replacing damaged trees to be included. Project to be scheduled for Autumn 2020. Contact local groups to get volunteers in place for this community project. Clerk to send agreement fao Paul Van Damme at Chelmsford City Council

2. **Play Area Schedule.**

The Chairman advised the existing fenced play area was not large enough for the new equipment. CCC and Kompan to extend the area by around 1m to fit, fence will be moved.

3. **CCTV & Broadband Connection.** See Clerks report. Chasing BT for installation date. Order for CCTV can follow upon new connection being in place.

### **Minute 43 Reports**

- **Hall** – It was agreed the Christmas decorations would still be put up for the pre-school. Work party to be arranged for the end of November.
- **Park** – PC no further report.
- **CCC** – PC reported he attended the planning meeting and made representation re 22 South Hanningfield Way. Community Governance Review comments by 25<sup>th</sup> September, no changes for Rettendon & Runwell. Local Governance changes see Minute 40 (3)
- **Allotments** – LP reported that a work party was being arranged for the installation of the troughs in October. Still an issue with pulling out of the allotments and the height of Mr Doyle's hedge. Chairman to contact Mr. Doyle.
- **PRoW/Footpaths** – PC gave an update on the Curry Hill footbridge/cycle path (over the A130 linking Runwell and Rettendon) still a few matters to resolve (Rettendon side) but hopefully new link between Runwell Footpath 12 and Rettendon Footpath 20. DD to make decision on the format of the Boxing Day Walk.
- **Runwell Roundabout** – New edition ready to go to printers and circulation thereafter.
- **Tree Wardens** – Not present.

### **Minute 44 Notices of motions and future business:**

- Planning Committee 3<sup>rd</sup> Monday 21<sup>st</sup> September 2020 (if business dictates)

**Minute 45 Agenda items for next meeting:** Park – Carry over

**The meeting closed at 9.30pm to the Public and re-opened**

### **Minute 39 Finance**

**(ii) Salary Review Clerk & Caretaker**

Mr M Rogers declared an interest in this item and took no part in the decision. This item was deferred to the end of the meeting in a closed session to the public. It was agreed to increase the salaries in-line with the NALC recommendations by 2.75%, Clerks salary to be backdated to 1<sup>st</sup> April; Caretakers increase effective from 1<sup>st</sup> September 2020. Clerks new hourly rate £15.35 Spinal point 25 and Caretaker £11.10 per hour.

**(iii) Groundsman's Annual Contract**

The Council agreed that a new job description was to be agreed, no increase had been requested. Contract to be extended to 30<sup>th</sup> June 2021.

**The meeting closed at 9.40pm**