

**MINUTES OF THE COUNCIL MEETING 2nd DECEMBER 2024
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: Chairman Cllr Clark; Cllr Davis, Ellis, Evans, Gould, Hudson, Landsdale, Payne, Redway, Rogers, Sloane & Tarplett. 3 members of the public. Clerk Mrs Jo Pharez; Assistant Clerk Miss J Norinkeviciute.

The Chairman welcomed everyone to December meeting and wished everyone Merry Christmas and Happy New Year. All those present were invited to stay after the meeting for Christmas Refreshments.

Minute 158 Apologies: None

Minute 159 Declaration of Interest: None

Minute 160 Public Participation

Wickford Christmas Fayre – Several comments received with regards to events at the Wickford Christmas Fayre (outside of the remit of this Parish Council) **Highways:** Junction Runwell Road/Church End Lane & St Luke's Park – Ongoing issues with non-functioning streetlights. Already reported to Essex Highways and repairs will be undertaken at non-specified timescale. Now a significant safety risk; also take into account the overgrown hedges along the pavements causing further obstructing access and visibility. Cllr Clark offered to seek further resolution information from MP John Whittingdale; Church End Lane – Vehicles continuously parked at the junction in Church End Lane from Runwell Road. Discussion whether the area should be assessed for double yellow lines or other parking restrictions Traffic Accident on Brock Hill – No response for a meeting with Adam Pipe. Cllr Clark was scheduled to raise the matter at a public meeting with Police Fire & Crime Commissioner however the meeting was cancelled; Lindon Road – Complaint about the quality of the recently resurfaced pavement; Egbert Gardens/Birs Close – continuing issues with water leak. St. Luke's Play Area by the Chapel – gate does not shut (unadopted area); Swan Lane – ongoing issue with surface water; Keith Avenue Streetlight 1 not working; **S106** – Cllr Landsdale had reviewed the S106 covering St. Luke's Park development with particular reference to the maintenance of footpaths along the Runwell Road, response sent to CCC officer Kirsty Dougal. The issues were discussed.

Minute 161 Co-option of Councillor – One Vacancy: Position continues to be advertised.

Minute 162 Minutes of The Council Meeting held 4th November 2024; Minute of Planning Committee held 18th November 2024; Minute of Combined Finance and Standing Committee held 18th November 2024 were all approved and signed by the Chairman as a true record.

Minute 163 Clerk report – Paper copy circulated (Appendix 1). The Chair read out the report.

Minute 164 Finance

(i) Payments for approval:

Lloyds Bank Pre-Payments

D/debit	Adobe	Acrobat Pro Monthly	£19.97
D/debit	Veolia	Hall refuse re October	£282.85

Lloyds Bank Payments for approval

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary 4 weeks plus locking etc	
FPO	J Norinkeviciute	Salary	
FPO	Essex Pension Fund	Staff Pensions	
FPO	JCR Garden Serv	Hall Garden – Monthly	£60.00
FPO	L Vallis	Groundsman Runwell Park	£1035.00
FPO	Active 8	Winter Roundabout	£425.00
FPO	J Payne	Handyman Services	£495.00
FPO	Phoebe's Pantry	50% re Catering for 100 th Anniversary	£240.00

Continued

FPO	A-Z Supplies	Hall Supplies	£158.45
FPO	J Render	Returnable hall deposit	£50.00
FPO	L Day	ditto	£50.00
FPO	C Chester	ditto	£50.00
FPO	D Orsborn	Returnable allotment deposit	£25.00
FPO	C Evans	ditto	£12.50
Total			£7717.34

Sufficient funds are held in Lloyds current account to cover these payments.

Barclays Bank Pre-payments

Debit Card	Petty Cash	Repair leaky toilet part/labour £91.05	Travelling Asst. Clerk £19.80
Allotment deposits refunded 2x £50			Petty Cash Total
D/debit	Brit Gas	Monthly Gas Hall	£160.85
D/Card	Shaw & Sons	Minute Book	£282.42
			£222.00

Barclays Bank Payments

D/debit	BT	Office and Park Broadband & Phone	£265.35
107689	Mrs J Nyman	Returnable Allot deposit	£25.00
Debit Card	Petty Cash	Park – Strimmer parts £39.95	Park petrol used - £13.45
Condolences card £2.25	Christmas Refreshments - £35.88	Hall - Kitchen Tap & Parts £35.00	
			Petty Cash Total
			£126.53
Total			£1077.15

Sufficient funds are held in Barclays current account to cover these payments.

The Council approved all the payments.

(ii) Precept 25/26

The Council approved the Precept for 25/26 in the sum of £148,600 (One hundred and forty eight thousand, six hundred pounds) A 0% increase Band D charge will remain at £70.55 per household.

Minute 165 Correspondence

1. Maldon District Council – Offering “Trucam” speed enforcement (Patrols in partnership with Safer Essex Roads Partnership). A good initiative details to be checked with Chelmsford City Council (CCC) before responding.
2. ECC Active Travel Engagement Officer – Consultation to proposal for connecting Essex Cycling network. Closes 10th January 2025. RPC noted the initiative. Clerk to respond.
3. Basildon Borough Council - Local Plan Consultation 18/11/24 – 12/1/25. Members may wish to review plans for development along Runwell boundaries particularly H19 Barn Hall. RPC to prepare letters to parish residents adjacent to the boundary of H19 to advise of the issues and time line for responding.

Late Correspondence received requiring to be Agenda items – Include on the January Agenda

4. Kompan – Renewal Playground Inspection prices.
5. St. Lukes Park Primary School – Grant request for swimming grant. Discussed. RPC are happy to support to an agreed level, decision to be made at January meeting.

Minute 166 Planning

1. Applications received: None
2. Appeal reference 23/00532/FUL – Land South of Southland Cottages, Runwell Road, Installation of Solar Farm – Appeal allowed. **RPC comment:** Runwell Parish Council expresses disappointment regarding the funds utilized in defending the application from appeal and are concerned about additional costs that may arise from any ongoing processes.

Minute 167 Runwell Park

1. Replacement Floodlights for Hard Play
2. MUGA (Multi use game area) Project:

The Council discussed these items together. There is a growing demand for the Hard Play area and ways of improving the area along with the costs involved were discussed. Cllr Clark to meet the members of the FA to seek further advice on potential grants that could assist the council in funding this initiative.

Minute 168 Runwell Parish Council 100th Anniversary 16th March 2025

Draft invitation approved with some minor adjustments. Invitations to be sent out in the New Year.

Minute 169 Clerks Notice of Retirement

The Council noted the Clerks retirement date of 14th May 2025. Meeting to be arranged of the HR Staffing Committee to make arrangements for her replacement.

Minute 170 Reports

1. **Hall** – The strip light above the chairs/table storage area next to the stage repaired, thanks to Cllr Rogers. Thanks to the Working Party for putting up Christmas decorations in the Hall.
2. **Park** – No further report.
3. **Runwell Roundabout** – Autumn/Winter edition was delivered.
4. **Allotments** – Clerk and Assistant Clerk to issue letters to plot holders (4/5 people outstanding) with a reminder of annual rent payment.
5. **School Governors** – no report.
6. **PRoW** – Fingerpost for Footpath 3 off Brock Hill now replaced; Footpath 7 – area at the end of Meadow Lane very overgrown - Cllr Clark offered help to cut back.
7. **CCC** – Full Council meeting in 2 weeks' time both Cllr Clark & Davies will attend.

Minute 171 Notices of Motions and Future Business

Planning Committee Meeting Monday 16th December 7pm

HR/Staff Committee Meeting Monday 16th December 7.30pm

Minute 172 Agenda items for next meeting Monday 6th January 2025

- Grant request from St. Luk's School
- Quotation from Kompan
- Roll over existing Agenda items as needed.

Meeting closed 8.45pm