

**MINUTES OF COUNCIL MEETING 8th JANUARY 2024
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: - Messrs. Clark, Crossley, Davis, Lansdale, Redway, Rogers, and Sloane. Mesdames: Ellis, Evans, Gould & Payne; 1 member of the public.

The Chairman welcomed everyone to the January meeting.

Minute 152 Apologies: Cllrs Hutson & Tarplett. Apologies accepted.

Minute 153 Declarations of Interest – none received.

Minute 154 Public Participation

The following matters were raised: **St. Luke's** – Continued car thefts from the estate; Campaign for an ANPR camera on the St. Luke's roundabout to act as a deterrent; Cllr Davis had spoken with Countryside re cutting back the pathway leading to Runwell Chase; St. Luke's Chapel – vandalism an issue and now has an enforcement notice re lack of maintenance on the building; **Streetlights** – Several streetlights not working along the Runwell Road, reported but no information when they will be repaired; Further lights not working by Brockfield House, Runwell Chase **Highways** – Query re the date for installing double yellow lines by Homeholly House, installation agreed but no date available; General rubbish – black refuse sacks being stacked by bus stops; Overgrown verge in Egbert Gardens still an issue; Several large potholes reported awaiting repair; Width restriction in Brock Hill by Downham Road long overdue for repair; **Runwell Womble** – Monitoring the rubbish left in the bus shelter bins and doing litter picks when time allows. **Solar Farm Planning Application** – The Chairman advised that the application was refused at CCC. This followed a split vote and the Chairs casting vote was the deciding factor.

Minute 155 Minutes of Council Meeting held 4th December 2023 were approved and signed by the Chairman as a true record.

Minute 156 Clerks Report

The Clerks report was read out. (See appendix 1)

Minute 157 Finance

(i) Payments for approval:

Lloyds Bank Payments for authorisation

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary 4 weeks plus locking etc	
FPO	Essex Pension Fund	Staff Pensions	
FPO	L Vallis	Groundsman Runwell Park 4 weeks	£1168.55
FPO	JCR Garden Serv	Hall Garden - Monthly	£60.00
FPO	Viking Direct	Mosquito killer	£26.99
FPO	Viking Direct	Office Supplies	£64.99
FPO	Activ8	Winter edition Runwell Roundabout	£425.00
FPO	Flag Consultancy	Replacement Parish Flag	£381.60
FPO	SLCC	Annual Membership	£188.00
FPO	PC Wright Electrics	Hall repairs	£134.71
FPO	Link CCTV	CCTV Maintenance Cont. Feb – May 2024	£380.14
FPO	E Outen	Returnable Hall Deposit	£50.00
FPO	Friends of Rettendon	ditto	£50.00
	School PTA		
D/debit	Adobe	Acrobat Pro - Monthly	£19.97
D/debit	Veolia	Hall refuse	£183.83
		Total	£6135.86

The Council approved the payments. Sufficient funds held in the Lloyds Current Account to cover these payments.

Barclays Bank Payments for authorisation

D/debit	E.on Next	Electricity used at Hall monthly	£285.96
D/debit	E.on Next	Electricity used at Park Oct – Dec 23	£400.66
D/debit	Brit Gas Business	Monthly Gas bill	£855.78
D/debit	BT	Monthly B/band & Phone Park & Office	£242.20
D/debit	BT	Quarterly Payphone – Hall	£82.05
107679	B Bisgrove	Returnable Allotment Key Deposit	£5.00
107680	A Ellis	Returnable Allotment Key Deposit	£5.00
107681	G Tween	Returnable Allotment Key Deposit	£25.00
Total			£1901.65

The Council approved the payments. Sufficient funds are held in the Barclays current account to cover these payments

Minute 158 Correspondence

1. Letter from Cllr Lansdale re Runwell Chase overgrown vegetation – matter discussed and reported to ECC Highways
2. CCC – Letter covering Meadow Lane Weir blockages and clearance issues. Further action required.
3. Brock Hill Resident – Complaint re overflowing bin by Downham Road Bus Shelter (including excessive bags of dog poop); discussed – use to be monitored for the next month. Agenda item for next meeting.

Minute 159 Planning

Applications Received:

- (i) 23/01865/FUL – 2 Brick Cottages, Runwell Road – First floor side and rear extension over existing projection and alterations to fenestration. **Comment:** Runwell Parish Council note this is a revised application following the refusal of 23/01488/FUL, which was refused on the grounds of excessive increase in the floorspace being inappropriate in the greenbelt. This Council notes that approval was given for a new infill property adjacent to this application - this being acceptable in the green belt but the extension to 2 Brick Cottages in the same location not being acceptable. Runwell Parish Council supports the new application 23/01865/FUL as it did for the previous application 23/01488/FUL.
- (ii) 23/01785/FUL – 11 Carruthers Drive – Retrospective application for additional window on side elevation and addition of raised platform and decking and boundary fence. **Comment:** Runwell Parish Council strongly object to this application due to the loss of privacy and amenity to the neighbouring properties. The impact of the raised platform has created overlooking to the neighbouring properties which in turn has caused unacceptable stress on the neighbours. The height of the raised platform is unacceptable.
- (iii) 23/02014/CUPAQ – Land rear of 120 Church End Lane – Determination as to whether the prior approval of the local planning authority is required for the proposed change of use of an existing agricultural barn/structure into 2x no. residential dwellings with associated parking and amenity. **Comment:** Runwell Parish Council maintains its strong objection to the conversion of the agricultural barns/structures into 2 x no dwellings with associated parking and amenity. Previous residents comments evidence that the barn has not been used for agricultural uses, therefore in the opinion of the Runwell Parish Council the applications fails under class Q and full planning permission should be sought. The Council also highlights that other buildings within the site have been erected without permission, these have been assumed to be legitimate agricultural buildings and suitable for conversion and incorporated into the new application. The Council further objects to the specification of the access road, its close proximity to 118 Church End Lane and the effects on the amenity of the residents of this property.

Minute 160 Assistant Clerk

The Council agreed the advert and application form for the new position of Assistant Clerk. Advert to be placed with effect from tomorrow 9th January 2024. Applications to close 9th February 2024, rolling interviews from 19th February 2024. New Staffing (Interview) Committee to be set up.

Minute 161 Runwell Men's Shed

Request from Runwell Shed to install a separate electricity meter at a cost of £190.00. The Council discussed and agreed to this request.

Minute 162 Runwell Park

1. Play in the Park 2024 – the Council agreed to provide the play facility for Summer 2024 and to request the provision on Tuesday 6th August (all day)
2. Extras for Play Day/s – the Council agreed the same extras as last year with the maximum bookable number for the Let's Get Crafty (Slime) which was very popular in 2023.

Minute 163 Runwell Parish Council Domain name and provision of .gov email addresses.

(Required for compliance with the new regulations for Governance and Accountability 23/24)

The Council reviewed the Cloud Next quotation of £110 (for 2 years) for a .gov domain name plus a fee of £49.99 for email hosting up to 25 addresses. The Council accepted the quotation, Clerk to action.

Minute 164 Reports

Hall – Thanks to the work party for taking down the Christmas Decorations. Car park repairs to be scheduled for February half term. Remote “NEST” heating control working well. Damp patch on Hall ceiling to be investigated (by gents toilet wall). Query whether loft space over the committee room should be insulated.

Park – No further report.

Runwell Roundabout – Concern raised as to the quality of articles and timing of the Winter edition. The Clerk confirmed the delay had arisen due to pressure of work and should be alleviated when the Assistant Clerk is appointed.

Allotments – Ground is very wet. 4 plots have been let.

PRoW – The Clerk read out a report from David De'ath. Boxing Day Walk £204 raised for the Brain Tumour Charity.

CCC – Cllr Davis expressed his frustrations with Countryside Developers over the outstanding issues with lighting, path maintenance etc at St. Luke's; Cllr Clark to visit CCC Planning Department to clarify local issues. Both Cllrs collating local issues to raise with Essex Police.

Schools - RCPS & St.Luke's School – No reports

Minute 151 Notices of Motions and Future Business

- Planning Committee Monday 22nd January 2024 7pm if business requires.
- Council Meeting Monday 5th February 2024 7pm

The meeting closed at 9.30pm