

**MINUTES OF COUNCIL MEETING 1st JULY 2019
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chair: Mrs A Ellis; Messrs: Redway, Sloane & Tarplett; Mesdames: Evans, Payne & Wolf. 6 members of the public

Minute 57 Apologies: - Messrs Clark, Lansdale & Rogers. Mr D De'ath PRow

The Clerk invited a proposal for a member to Chair the meeting. Mrs A Ellis was proposed and seconded and took the Chair for the meeting.

Minute 58 Declarations of Interest – None declared

Minute 59 Public Participation

1. GR reported on his attendance of the RVPS sports day at Runwell Park, toilet facilities to be reviewed for 2020.
2. LP reported the lack of maintenance local footways weeds and grass growing through kerbs, locations of overgrown brambles from private residences. Acknowledged verges cut recently.
3. CE reported the footpath had been completed in Runwell Chase and work commenced on the road.

Minute 60 The following Minutes were all approved and signed by the Chairman as a true record: Minutes of Council Meeting 3rd June 2019 and Minutes of Planning Committee held 17th June 2019

Minute 61 Clerks Report – See Appendix 1 The Council agreed a new photocopier could be purchased.

Minute 62 Finance

(i) Payments

Petty Cash

None

Payments from Barclays Bank

D/Debit	N Power	Hall Electricity	£271.00
D/Debit	BT	Monthly Office Phone and Internet	£87.40
D/debit	BT	Hall payphone – Quarterly	£62.97
107612	AM Rees	Park –Lawnmower repair	£67.99
107613	RCPS	S137 Swimming Grant	£600.00
107614	Essex & Herts Air Amb	S137 Annual Grant	£500.00
107615	HM Revenue & Customs	Tax/NI Apr, May, Jun	£1386.44
		Barclays Total	£2975.80

Sufficient funds held to cover these payments

Payments from Lloyds Bank

Mrs J Pharez	Salary		
Mrs JC Rogers	Caretaker 4 weeks		
L Vallis	Groundsman 4 weeks		£1274.00
Essex Pension Fund	Staff Pensions		£623.01
Mrs JC Rogers	Hall Garden		£60.00
BF Ground Maintenance Ltd	Park – 2 cuts June		£264.00
Veolia	Hall Refuse May		£105.94
A-Z Supplies	Hall/Office Supplies		£49.76
Viking Direct	Hall/Office Supplies		£44.34
EALC	Training G Redway		£108.00
	Lloyds Total		£4270.48

The Council agreed to transfer of £4000.00 from the deposit account to the Current Account to cover these payments.

Minute 63 Correspondence

One letter received read out under the Agenda Item - Highways

Minute 64 Planning

1. Applications Received:

19/01049/FUL 106 Swan Lane – Proposed bungalow conversion to chalet style dwelling. First floor roof conversion encompassing a 4m rear extension. Gable dormer and two-storey forward projection to the front and shed dormer to the rear. Construction of detached single garage and games room, to rear of garden. RPC comment: RPC has no objection to this application. We note there is no mention of whether the games room is to be habitable or not, nor is there an indication of the type of construction of the games room. The access at the side of the main building to the garage is insufficient for modern vehicles.

2. Street naming and numbering letter: Dwelling at 1 Hillside Cottages to be named “Daisy Cottage” – no objections.

Minute 65 Highways

(i) **Brock Hill Traffic Calming/Speeding**

The Council discussed the request of the Brock Hill resident from last month to change to traffic calming by Waverley Crescent. TRO to be prepared and sent to Chelmsford Local Highways Panel.

(ii) **Church End Lane - Speeding**

The Clerk read out a letter from a resident of CEL where speeding continues to be an issue. The resident requested speed bumps. The council agreed to draft a letter to the residents of CEL to assess the speeding issue and give them the opportunity to raise other issues. Letters to be personalised, hand delivered and collected. Work party GR, LP & CE

Minute 66 VE Day 2020 – 75th Anniversary

Date confirmed as 8th June 2020, Hall booked from 12.30 – 7pm, sub-committee formed LP, JW, KC & CE further members welcome. List of older residents to invite to be prepared.

Minute 67 RVPS Fun Day Sat 15th June 2019

The Chair reported that the parking in Church End Lane on the day was chaotic and caused traffic issues and inconvenience to other road users and residents. If the Fun Day is to continue in its current format the parking will need to be supervised with a plan submitted to the Council prior to the event. Clerk to send letter to RVPS to complain about the parking.

Minute 68 Wickford Carnival 100th Anniversary Saturday 14th September 2019 12noon

The Council reviewed the Child Protection Policy as provided by Wickford Town Carnival Association. Clerk to refer the policy to the Safeguarding Officer at ECC and seek assurances as to who needs a DBS check. A number of poor practises were reported last year which need to be resolved if Runwell Park is still to be the assembly point for 2020.

Minute 69 Hall

- i. Toilet Refurbishment – the revised specification was agreed and the decision to award the contract was delegated to the Hall Committee. Companies to be approached Ruggles & Jefferies; ST Ellis & RJA Building & Maintenance.
- ii. Boundary Fence – The Chair reported a Health & Safety with the boundary fence which required urgent repair. The Council agreed to replace 6 damaged/poor condition fence panels with 6 new panels and new gravel boards.
- iii. Pre-School Play Surface – The Chair reported there was a repair kit available that could act as a temporary measure also a surface sealer available. Work party to be arranged. The Council agreed that a repair kit could be ordered.
- iv. Fire Alarm – Awaiting revised quotations in accordance with the new safety standard agreed. The Council agreed to delegate the decision to award the Fire Alarm contract to the Hall Committee.

Minute 70 Reports

1. **Hall** – AE reported that a new door key was needed for the caretakers cupboard; Pre-School Gate to be an agenda item at the next Hall Committee meeting, dip in Hall floor to be checked at next Hall Committee meeting.
2. **Park** – Pitch availability to be advertised in next edition of the Runwell Roundabout. Walking Football advert to be place.
3. **Allotments** – LP reported an issue with one plothead who had removed part of an adjacent hedge to extend his plot without authority. AS to deal with the issue. Two letters to be issued re non-cultivated plots. CE reported that the cows had recently escaped and caused damage, some contractors had left the gate open by mistake.
4. **Footpaths** – No report, apologies from DD
5. **Runwell Roundabout** – Last issue by Yvonne Waterhouse, thanks to her for being editor for the last two years. Advert to be placed seeking a new editor.
6. **CCC** – PC on holiday. Cllr Millane not present.
7. **Tree Wardens** – No report.
8. **Public Transport** – No report.
9. **Police** – No report.

Minute 71 Notices of motions and future business:

Play in the Park Thursday 15th August 2019 1.30pm – 3.30pm

Hall Committee meeting 29th July 2019 7pm

Minute 72 Agenda items for next meeting 5th August 2019

Highways; Wickford Carnival

The meeting closed to the public at 9.20pm