

MINUTES OF COUNCIL MEETING 1st July 2024 IN RUNWELL VILLAGE HALL AT 7.00PM

IN ATTENDANCE: - Messrs. Clark, Crossley, Davis, Redway, Sloane and Tarplett. Mesdames: Ellis, Evans, Gould, Hutson and Payne; 13 members of the public.

The Chairman welcomed everyone to the July meeting

Minute 49 Apologies: Cllr Rogers. Apologies accepted

Minute 50 Declarations of Interest – None declared.

Minute 51 Public Participation

The following matters were raised: **Runwell Chase** - Several surface drains are blocked and need clearing; the link road now has a working light column; Countryside storage area and car park very full with excess cars parking in the road; **St. Luke's Park** – The school had to follow a "wet play protocol" procedure following the non-return of patient from Brockfield House; Further question asked why local residents not informed if there is a risk; **Highways** – Rubbish bin by Browns Avenue bus shelter not being emptied on refuse day; Double yellow lines in Church End Lane are working and have stopped dangerous parking by the bend; Recently replaced traffic calming by Downham Road already broken; 15 Minute City concept for future consideration; **Runwell Park** - Park revenue; Issue with double-buggy passing through squeeze barrier from the car park into the park; Dog Club training in the Park on Sunday (& Wednesday) mornings, the agreement is from 10am and whilst there is no charge to the club they make a donation to the Church;

Minute 52 The Minutes of Council Meeting held 3rd June 2024 and the Minutes of the Planning Committee meeting held 17th June 2024 were both approved and signed by the Chairman as a true record.

Minute 53 Clerks Report - Verbal report given covering work completed through the month.

Minute 54 Finance

(i) Payments:

Lloyds Bank Pre-payments

| | | | |
|---------|-------------|-------------------------|----------|
| D/Debit | Bitdefender | Antivirus | £62.49 |
| FPO | P Clark | Runwell PC registration | £86.26 |
| Card | Amazon | Tree Watering bags | £42.99 |
| Card | Amazon | Hall hosepipe | £25.99 |
| FPO | Go-Pak | Hall chairs | £2188.80 |

Payments for authorisation

| | | | |
|---------|---------------------|--|----------|
| FPO | J Pharez | Salary | |
| FPO | JC Rogers | Salary plus locking etc | |
| FPO | J Norinkeviciute | Salary plus extra hours as agreed | |
| FPO | Essex Pension Fund | Staff Pensions | |
| FPO | HMRC | Tax/NI April May June 2024 | £1859.69 |
| FPO | S Smith & co | 1/4ly payroll services | £255.00 |
| FPO | L Vallis | Groundsman Runwell Park June | £308.75 |
| FPO | BF Ground Maint | Grass Cutting Runwell Park - Jun 10/06 | £336.00 |
| FPO | BF Ground Maint | Grass Cutting Runwell Park - Jun 24/06 | £336.00 |
| FPO | A-Z Supplies | Hall Supplies | £133.26 |
| FPO | Capitol Hygiene | Annual Contract for Feminine Hygiene units | £350.66 |
| FPO | S Lemmerman | Returnable Hall Deposit | £50.00 |
| FPO | J Baker | ditto | £50.00 |
| FPO | J Bright | ditto | £50.00 |
| FPO | I Lennon | ditto | £50.00 |
| FPO | Essex/Herts Air Amb | Annual Donation | £500.00 |
| D/debit | Adobe | Acrobat Pro - Monthly | £19.97 |
| D/debit | Veolia | Hall Refuse re May | £266.53 |

Total £11085.85

A transfer of £11,000 (Eleven thousand pounds) was agreed from the Savings account to the current account to cover these payments.

Barclays Bank Prepayments

| | | | |
|-----------------------------------|-----------|--|-----------------|
| D/debit | Brit Gas | Monthly Gas at Hall - May 24 | £107.45 |
| D/debit | BT | 1/4ly Hall payphone | £93.29 |
| Card | SLCC | ILCA Cours Asst Clerk | £144.00 |
| Card | Fast Keys | Park - Replacement Padlock | £100.92 |
| <u>Payments this month</u> | | | |
| D/debit | E.on Next | Electricity used at Hall monthly | £285.96 |
| D/debit | BT | Park/CCTV and Office Broadband Monthly | £261.76 |
| D/Debit | E.on Next | 1/4ly Electricity Park | £250.58 |
| Card | Cash | Petty Cash - Hall £25.95 Park £33.88 | |
| | | Allotments £50.00 Travelling £11.25 | £121.08 |
| Total | | | £1365.04 |

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

- (ii) Receipts and Payments; Bank Reconciliation 1st April 2024 – 30th June 2024. The Council approved the Receipts and Payments and the Bank Reconciliation for the period 1/4/24 - 30/6/24.
- (iii) Quotations for exterior painting at Village Hall. 2 Quotations received (5 companies approached). The Council proposed and accepted the quotation from Finishing Touch in the sum of £3120.00. Clerk to issue the contract. Work to commence 19th August 2024.
- (iv) New Website via Eyelid Productions for Runwell Parish Council (compatible with .gov.uk domain name) The Council proposed and accepted the fee of £650 to set up new website, then annually £100.00 for support.

Minute 55 Correspondence

1. CCC Planning - Time extensions agreed for planning consultee responses from the Parish Council to be in line with resident expiry dates. Noted.
2. Runwell Resident - Query on actions in Meadow Lane (discussed below see Minute 56 (2))
3. Ditto above - different resident (discussed below see Minute 56 (2))

Minute 56 Planning

1. Applications Received: None
2. Meadow Lane Report - The Chairman gave a summary of the current actions and work taking place.
3. Notice of Appeal: Ref: 23/00532/FUL and 24/00035/REFUSE - Land South of Southlands Cottages Runwell Road - Installation of a solar farm with battery storage and associated infrastructure; Enso Green Holdings J Limited. Deadline to comment 16th July. No further comment.

Minute 57 Hall

1. Runwell Village Pre School Fun Day Report. The Hall chairman reported that the Fun Day had been a success. Issue reported that SEPP No Parking cones had been placed too close together so some neighbour issues (placement to be resolved for the next event) Parking for the next event to be solely in Runwell Park car park and open the overflow car park and specify areas where no parking allowed. Request RVPS to give more direction to the parents.
2. Request for toddler/child tap dancing classes using "specialist mat". No information of specialist Tap Dancing mats provided by Tiny Toes Ballet. Tap dancing will not be allowed.

Minute 58 Runwell Parish Council 100th Anniversary 16th March 2025

The Council agreed to consider ideas to bring to the next meeting and to form a Working Group.

Minute 59 ECC Flood Alleviation Scheme

Consultation event at Runwell Community Primary School - Tuesday 2nd July 2024 5pm - 7pm. Interested members to attend and report to next meeting.

Minute 60 Reports

Hall – List of minor jobs for completion read out. Replacement vanity unit needed for the ladies toilet - options to be researched.

Park – Awaiting date from Kompan to complete maintenance and repairs to climbing net and zip wire.

Schools: **St. Luke's** - Ready for Ofsted; recent Summer Fayre was well attended.
 Runwell Community Primary - Summer Fayre Saturday 6th July, School changing to a Multi Academy Trust (currently a Single Academy Trust); Drummer from Status Quo performed for the children.

Runwell Roundabout – No report

Allotments – Poor growing season this year, waiting list for plots.

PRoW – Footpath 3 by the Pumping Station in Brock Hill without a waymarker. Progress report on the proposed footpath to connect Wickford and Battlesbridge together with a river crossing.

CCC – No report. Purdah in place due to forthcoming elections.

Runwell Shed - No report

Minute 61 Notices of Motions and Future Business

- Staff Appraisals Monday 15th July 2024 7pm
- Planning Committee Monday 15th July 2024 7.30pm if business requires.

Minute 62 Agenda items for next meeting Monday 5th August 2024

- Park revenue
- 15 Minute City for future consideration
- 100th Anniversary 16th March 2025 Working Group
- Staff Appraisal/s report

The meeting closed at 9pm