**MINUTES OF COUNCIL MEETING 1st JUNE 2015**

**IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE**: - Vice Chairman: Mr. R. Lerwill; Messrs. Clark, Croot, Martin, Rogers and Sloane Mesdames: Martin, Payne and Waterhouse. CCC L Millane.

The Vice Chairman Robert Lerwill chaired the meeting due to the absence of Mr. Bill Lansdale.

Prior to the meeting the Council formally co-opted Tim Waterhouse to fill the vacancy. Mr Waterhouse signed his Acceptance of Office and took his seat with the members.

**Minute 17 Apologies: -** Messrs Grummett & Lansdale; Mrs S Varney; CCC R. Ride

**Minute 18 Declarations of Interest –** None declared

**Minute 19 Public Participation**

1. LP commented that her neighbour had been visited by a CCC Planning Enforcement Officer regarding the construction of a treehouse in his garden. The Council discussed the issue. It was unknown who had reported the matter.
2. LP enquired whether there was news about the Wantz Corner Sign, Clerk confirmed the matter had been reported nothing further heard.
3. YW asked about the origins of the leaflet circulated entitled “The Truth”; this was nothing to do with Runwell Parish Council the Chairman (BL) had asked for an article to be placed in the forthcoming edition of the Runwell Roundabout declaring this fact.

**Minute 20** The Minutes of Council Meeting 11th May 2015 were approved and signed by the Chairman as a true record

**Minute 21 Clerks Report** – See Appendix 1 (matters raised regarding Hall and Village Sign minuted below)

**Minute 22 Finance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Petty Cash |  |  |  |  |  |
| Park - Line paint | £22.00 | Park - Fuel | £24.93 | Stamps 12@2nd/6@1st | £10.26 |
|  |  |  |  | **Total** | **£57.19** |
| Cheques to issue |  |  |  |  |  |
| 106944 | Mrs J Pharez | Salary |  |  |
| 106945 | Mrs G Smith | Salary |  |  |
| 106946 | LVallis |  | Groundsman - 4 weeks | £1,196.00 |
| 106947 | Essex Pension Fund | Pension |  | £382.79 |
| 106948 | DMR Garden Services | Hall Garden | £60.00 |
| 106949 | BF Ground Maintenance Ltd | Park - 2 Cuts | £264.00 |
| 106950 | J Stokes | Replaces cheque 106939 | £20.00 |
| 106951 | Z Crudgington | Returnable deposit | £50.00 |
| 106952 | Aon UK Ltd | Annual Insurance Premium | £2,946.04 |
| 106953 | Cash |  | Petty cash as above | £57.19 |
| Direct Debit | J & J Pharez | Broadband for CCTV | £12.21 |
|  |  |  |  | **Total** | **£6,544.08** |

The Council agreed to transfer £2000.00 from Business Tracker Account to Current Account to cover these payments.

(ii) Approval of Annual Return 2014/15 – the Council approved the figures submitted on Page 2 of the Annual Return – Accounting Statements. The Council reviewed and approved the Annual Governance Statement Page 3 and approved the Audit Plan for the forthcoming year.

The Clerk reported the Independent Internal Auditor – Mike Gibson had returned from holiday and would complete the audit within the next two weeks. PKF Littlejohn had confirmed permission to delay the submission date to 22nd June 2015.

**Minute 23 Correspondence**

Received

1. ECC – Statement of Community Involvement – consultation period 14th May – 25th June. Councillors to forward comments to the Clerk.
2. EALC – Our Place Programme extended to 5th June. Information received a bit vague and very little time to research implications of the scheme. More time needed to consider.
3. EALC – Planning workshop 7th July – PC to attend.
4. EALC – Standing Orders 9th July – Clerk & PC to attend
5. Local Council Advisory Service – Free Risk Assessment course 1st July Champions Manor SWF – PC to attend. YW may be interested tbc.
6. ECC – Replacement Waste Local Plan – Engagement Event Friday 19th June. Noted. No representatives to attend.

**Minute 24 Planning**

1. **Applications Received:**
2. 19 Church End Lane 15/00666/FUL Single Storey Extension – No objection.
3. 54 Ethelred Gardens 15/00693/FUL Rear Conservatory – No Objection
4. Land @ Former Runwell Hospital 15/00849/MAT – To Vary conditions 4, 17, 27 & 28 to facilitate the demolition of the Boiler House – No objection.
5. **Runwell Hospital Development**

LM reported that since the discovery of asbestos in the Boiler House the project had slowed; works for the formation of the new access road were well underway. LM had approached Countryside Properties for an update but nothing further had been heard.

RL expressed concern with regard to HGV movements in respect of traffic control and noise control. Restrictions on the numbers/times of HGV’s using the haul road to be checked – LM noted this.

**Minute 25 Village Sign**

JS reported the sign had been removed and was being stored at Brock Hill Farm. The sign and post (both solid oak) were in good condition however the sign needs to be repainted and transported to Alpha Signs (the original sign makers). A small group comprising of JS, BC, LP and MR will oversee the project. The sign requires a further period to dry out. The council discussed re-building the base and/or the provision of a seat either in one section or all the way round the refurbished sign. Further details to follow. Immediate neighbours to be consulted once project has been agreed. Clerk to check with CCC Planning with regard to changes to the base.

**Minute 26 Hall**

1. Defibrillator/s – SV asked this be deferred to the next meeting.
2. Working party to take down Hall Curtains – Work party arranged Friday 17th July 2pm

**Minute 27 Reports**

* 1. **Hall** – RL had nothing to report, matters to be dealt with at next Hall Committee meeting. Date of meeting agreed 24th June 7.30pm. It was agreed to co-opt Roy Dockerill back to the committee.

SM raised concerns regarding repairs to the drain in the entrance to the Hall, MR to discuss with SWB Builders as to the timing of the repair. Ways of safeguarding the area also discussed.

BC commented that the microphone was not being used. Amplification to be placed on Hall Committee meeting agenda.

* 1. **Park** – MR reported that the work to the path would be started later this week. Park Committee meeting to follow the Hall Committee meeting as above 24th June 2015 at 8.30pm
	2. **Allotments –** LP asked whether the Council could provide some wood chips for the site. JM advised he had a free supply but removal would need to be arranged. LP to arrange a work party.
	3. **Footpaths –** DD reported he would be happy to accompany any volunteer to walk the footpaths in Runwell in particular the path around the perimeter of the Hospital Development.
	4. **Runwell Roundabout –** KR was not in attendance but articles for the summer edition must be forwarded asap.
	5. **CCC –** LM had no further report.
	6. **Tree Wardens –** SM asked whether anyone had noted “Oak Die Back” in the parish – none seen.

# Minute 28 Notices of Motions and Future Business: Hall and Park Committee meetings arranged for 24th June 2015 at 7.30pm and 8.30pm respectively.

# Minute 29 Agenda Items for next meeting: Defibrillators, Village Sign, Annual Reviews re Salaries, Grants and Allowances etc.

The meeting closed at 9.15pm