**MINUTES OF COUNCIL MEETING 2nd MARCH 2015**

**IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE**: - Chairman: Mr. B Lansdale; Messrs. Croot, Dockerill, Grummett, Lerwill, Martin, and Sloane. Mesdames: Martin, Payne, Racher and Varney.

**Minute 187 Apologies: -** Messrs.: Fagioli & Rogers; CC Councillors Millane & Ride.

**Minute 188 Declarations of Interest –** None declared

**Public Participation**

1. JS reported a vehicle parking in Locarno Avenue too close to the junction with Church End Lane and creating problems when other vehicles turn into the road.

Matter to be reported to police. Further report that “Aspect” van blocks the footway and traffic calming signs in Brock Hill (already reported)

1. SV reported that the “Wantz Corner” sign was missing and requested this be replaced. Clerk to send request ECC Highways for a new sign.
2. KR commented on the new side lights; bulb appears to be offset – poor design.
3. JD thanked ECC for the repairs to the footpath in Keith Avenue.
4. FW reported that ECC surveyors had been in Runwell Park getting levels for the proposed storm drain.
5. DR expressed concerns over the condition of the road in Runwell Chase and asked whether it would be repaired before the redevelopment of the hospital site took place. The Chairman responded that it was unlikely this would happen.
6. DD reported that the overgrown hedges in Brock Hill had been cut back.

**Minute 189** The Minutes of Council Meeting held 2nd February 2015 were approved and signed by the Chairman as a true record.

**Minute 190 Clerks Report** see Appendix 1

**Minute 191 Finance**

Petty Cash

Ceiling Tiles £100.01 Petrol – Park £6.33 Collate Roundabout £10.00

Travelling - Course Chelmsford, Collect ceiling tiles etc. – Clerk £25.35 **Total £141.69**

Pre-payments

D/Debit British Gas Hall £1518.48

D/Debit Essex & Suffolk Water Park £112.07

Allotments £35.53

Hall £258.97

Cheques to issue

106889 Mrs J Pharez Salary

106890 Mrs G Smith Caretakers Salary 4wks & locking

106891 L Vallis Groundsman 4 weeks £1196.00

106892 Essex Pension Fund Pension £361.63

106893 Shield Total Insurance Allotments £130.90

106894 A – Z Supplies Hall Supplies £36.53

106895 DMR Garden Services Monthly Gardening £60.00

106896 Abela Glass Hall windows £755.00

106897 Livermore & Sons Sand for park £49.20

106898 Wickford Heatline 2 Visits re Heating, Tap & Water Heater £798.00

106899 PC Wright Electrical Re-wire main Hall £5594.00

106900 Images Spring 15 Roundabout £141.60

106901 Viking Direct Printer Ink £79.60

106902 D Battersby Returnable Hall Deposit £20.00

106903 E Kelt as above £100.00

106904 Cash Petty cash as above £141.69

106905 Essex Pension Fund Extra contribution re pay increase £6.94

D/Debit J & J Pharez CCTV Broadband £12.21

Total **£12985.94**

The Council agreed to transfer £7000 from business tracker a/c to current a/c to cover these payments

**Minute 192 Correspondence**

Received

1. Linda Maynard – Request for dog bin (**See Minute 196**)
2. CCC – Road names for Former Hospital site. RPC agreed former ward names and Doctors names should be used to remember the history of the site.
3. BF Ground Maintenance Ltd – Grass Cutting contract 2015. The Council accepted the renewed quotation in the sum of £110 per cut, fortnightly between/including April and October 2015 subject to ground conditions. (no change from 2014)
4. ECC – Launch of Getting Around in Essex consultation. The current bus service was discussed. Clerk to send response.
5. ECC – Ed Clarke Flood Investigation Engineer – Survey in Runwell Park - noted
6. RCCE – Courses 21st March & 12th May - noted
7. (i) M C & S builders – Quotation for path at Runwell Park

(ii) South Woodham Builders – As Above

(**See Minute 195(ii)**)

1. Corina Bristow – Letter of resignation as Transport Representative. The Council agreed to write a letter of thanks and make a presentation at the Annual Parish Meeting on 16th March.
2. ECC Highways – Traffic Counter Site Installation – A132 Wickford Road, Runwell 48m N/E of Browns Lane (near café) – Noted
3. ECC Planning & Environment – Summary of Flooding Incidents in Essex – Noted
4. Essex Police Insp 3245 Chris Kilgallen – Response to letter sent to Police and Crime Commissioners office. Contents discussed and noted.

**Minute 193 Planning**

1. **Applications received:**

15/00136/FUL 18 Downham Road – Single storey rear/side extension, first floor rear extension and insertion of new first floor side window (amendment) – No objections

15/00149/FUL The Lodge, Runwell Chase – Retrospective application of change of use of the ground floor to offices and meeting rooms for the purpose of group and individual therapy. Internal alterations to the layout – RD proposed to comment “No objections” 4 members supported this, 2 abstained and 5 were opposed to this comment. The following comments were agreed to be submitted: Highlight the fact that South Essex Partnership NHS Foundation Trust had not adhered to the original planning consent and had reneged on the agreement and verbal promises originally given but that the parish council acknowledge that treatment for patients is needed.

1. **Runwell Hospital Development**:

RD reported on an article in “The Enquirer” stating that St. Luke’s Chapel was to become a community centre.

BL reported that not much was happening with the road although trees were starting to be cleared. Demolition vehicles still using Runwell Chase for access to the site.

There was a general discussion about the “Bat House”

**Minute 194 Village Sign**

It was agreed to take down the sign and a work party (tba.) to review the condition of the sign and report whether replacement or refurbishment was needed.

**Minute 195 Hall**

1. **Defibrillator** – JM asked for a letter to be sent to RPC insurance company to list implications of such an installation. RL stated that East Anglian Ambulance Service were offering free defibrillators – details to be obtained. Rettendon PC have just had 3 defibrillators installed costing £1500 each. SV offered to invite local St. John’s Ambulance trainer Phil Hennessey to the next meeting.
2. **Hall Internal Refurbishment**

Two quotations received (Three tender requests originally posted)

1. M C & S Builders £14100.00 plus VAT
2. South Woodham Builders Ltd £6750.00 plus VAT

The Council reviewed both quotations in detail and agreed to offer the contract to South Woodham Builders Ltd.

**Minute 195 Park**

1. Path quotations – South Woodham Builders Ltd £8450 plus VAT; M C & S Builders £7022 plus VAT

The Council were in favour of the quotation from M C & S Builders however there was a discrepancy between the areas to be replaced, the matter to be referred to MR (Chairman of the Park Committee) prior to contracts being issued.

1. Pavilion improvements – No quotations received refer to next meeting.

**Minute 196 Dog Bin – Egbert Gardens**

The provision of a new dog bin was discussed and it was felt a closer examination of suitable areas was needed before the matter could be progressed. BC recommended the verge by the junction of Downham Road/Waverley Crescent (this is in Basildon Borough Council’s area); RD suggested the alleyway linking Runwell Gardens and Canewdon Close. Agenda item for next meeting.

**Minute 197 Reports**

* 1. **Hall** – No further report.

RD commented that areas around the new light fittings need filling and painting – BL to arrange this.

BC commented that the Hall was cold (temperature reading on thermostat 17c review of controls needed.

* 1. **Park** – No further report.
  2. **Allotments –** LP had nothing to report.
  3. **Footpaths –** DD had nothing to report.
  4. **Runwell Roundabout –** KR reported the Spring Edition of the Runwell Roundabout had been completed and the majority had been delivered. Volunteer needed for BL’s round covering the Runwell Road.
  5. **CCC –** No report
  6. **Tree Wardens –** SM had nothing to report

# Minute 198 Notices of motions and Future Business

# 90th Anniversary and Annual Parish Meeting 16th March 2015 8pm. The Council agreed a small budget of £50 towards this event.

**Minute 199 Agenda items**

Village sign

Defibrillator

Pavilion Improvements

Dog Bin – Egbert Gardens

Hall – Heating Controls

The meeting closed at 9.35pm