

**MINUTES OF COUNCIL MEETING 5th OCTOBER 2020
IN RUNWELL VILLAGE HALL AT 8.00PM**

IN ATTENDANCE: - Chairman: Mr P Clark; Messrs: Rogers, Sloane & Tarplett; Mesdames: Ellis, Evans, Payne & Wolf; 3 members of the public, contact details noted.

Minute 50 Apologies: - Apologies accepted from: Mr & Mrs Martin; Mr. G Redway

The Chairman welcomed everyone to the October meeting and reported the resignation of Cllr Kathryn Clark see Minute 56(1)

Minute 51 Declarations of Interest – None declared

Minute 52 Public Participation

The following matters were raised:

Litterbin in bus stop opposite Runwell Chase needs emptying; New water tanks purchased for Runwell Allotments; Drains blocked by bus stop opposite The Greenway causing flooding; fallen tree blocking footway and partially the road on Kemble Hill; Streetlight not working near 108 Brock Hill

Minute 53 The Minutes of Council Meeting held 7th September 2020 and the Planning Committee Meeting held 21st September 2020 were approved and signed by the Chairman as a true record.

Minute 54 Clerks Report

See appendix 1

Minute 55 Finance

(i) Payments

Lloyds Bank

Pre-payments:

Debit Card	Microsoft	Upgrade Windows 365	£39.99
D/debit	Veolia	Hall Refuse August	£139.73
D/debit	Adobe Pro	Monthly subscription	£15.17
FPS	A Slatford	Allotment Water Tanks x2	£238.08

Payments

Mrs J Pharez	Salary		
Mrs JC Rogers	Caretaker 4 weeks		
Mrs JC Rogers	Hall Garden Sept		£60.00
L Vallis	Groundsman Monthly		£1436.50
Standing Order	Essex Pension Fund Staff Pensions		£615.97
A-Z Supplies	Hall Supplies		£31.33
BF Ground Maintenance	September Cut		£132.00
Activ8	Runwell Roundabout		£387.00
CPRE	Annual Membership		£36.00
Essex & Herts Air Ambulance	S137 Annual donation		£500.00
St. Mary's Church	Churchyard Grant		£1750.00
Wickford CAB	S137 Annual donation		£200.00
		Total	£7463.58

The Council agreed a transfer of £7,000 from the Lloyds Business Deposit Account to Current Account to cover these payments.

Barclays Bank

Pre-payments

D/debit	N Power	Electricity used at Hall monthly	£181.00
D/debit	BT	Monthly Office Phone and Internet	£92.64

Payments

107634	Birketts LLP	Solicitors fee for Allotment Lease	£427.20
107635	HMRC	Tax & NI Jul, Aug, Sept	£1134.98
			Total £1835.82

Cheque to Birketts LLP to be held until Draft of new Allotment Lease has been received.

Sufficient funds held in the Barclays Current Account to cover these payments.

- (ii) Receipts & Payments July – September 2020. The Full Council approved the Receipts & Payments and Bank Reconciliation. See Appendix 2.

Minute 56 Correspondence

1. Mrs K Clark – Resignation. Clerk has posted the resignation, awaiting confirmation from CCC Democratic Services that co-option can go ahead to fill the vacancy.
2. Essex Highways – Satisfaction Online Survey 27th September – 31st December 2020. Clerk to complete. Public can also complete.
3. CCC – Extension of Public Spaces Protection Order – Dog Fouling. Reply by 22nd October. RPC agree with the 3-year extension.
4. CCC – Draft Planning Documents Consultation – 1st October – 12th November
5. CCC- Parish Planning Meeting (Will cover the above consultation) Wednesday 4th November 6pm. JP & PC to attend.
6. John Martin – Criteria for holding physical meetings. The council debated the issue for holding physical meetings and virtual meetings. The councillors (as volunteers) attending the meeting in the Village Hall are classified as attending a place of work (allowed). Virtual meetings would preclude several of the active Councillors. The council agreed to continue to hold physical meetings until such time as restrictions are changed or there is an issue requiring a larger debate. This issue to be re-visited if Government Covid-19 recommendations change.

Minute 57 Planning:

No applications received.

Minute 58 Hall – Request from NHS to hold Pulmonary Rehabilitation Class

The council decided to maintain hire as previously agreed at the July Hall committee meeting, no new hire to be allowed, next review January 2021. Clerk to inform NHS of decision.

Minute 59 Park

- i. New Play Area and Opening date. The Chairman gave a progress report. A few issues still being resolved. Opening anticipated for mid-October. Safety inspection to be completed prior to hand over. Official opening still to be finalised.
 - ii. Broadband connection & CCTV. The Chairman gave a progress report, telegraph poles installed, further visit needed to put in underground connection. MR put forward idea to plant a hedge/windbreak/natural screen behind the Cableway from the west boundary across to the pavilion.
 - iii. Chelmsford City Council Tree Planting Scheme. Meeting arranged for Wednesday 14th October at 1.30pm with officers from CCC.
- The Chairman put forward a further project – Runwell Park Public Toilets; to encourage greater use of our new community asset. Two suggestions tabled: 1. New toilet block by entrance gate to be connected to mains drainage. 2. Adapt existing changing rooms using/replacing existing septic tank. New project to be costed with estimates to be presented to the council. Agenda item for next Park Committee meeting/Full Council meeting.
 - A new disabled access from the car park will also be required to ensure inclusivity. Specifications and costings to follow.

Minute 60 Reports

- **Hall** – AE reported the Quooker tap not dispensing boiling water – re-set required. Quotation needed for the repair to the car park. Good reports received from residents on the Covid-19 procedures used by the Pre-School.
- **Park** – ‘Street meet with the Cops’ was a success – further date to be arranged. Volunteers will be needed to help with the tree planting scheme.
- **CCC** – PC reported on the work of CCC. Local Governance Review to create more unitary authorities has been put on hold. Site visit by the Planning Committee to review 22 SHW. Changes to be made by Government to planning regulations – tightening of the Green Belt. No decision made for changes to the Army & Navy. A further Park & Ride to be located by Highlands Park. Also reported on the Unauthorised Encampment in Shotgate Park moved on by Police Order 61.
- **Allotments** – LP: Position of water connections needed for the installation of the water tanks. JD/LP letting and clearance of Glebe Field adjacent to St. Mary’s North Graveyard.
- **PRoW/Footpaths** – DD stated he would do the Boxing Day Walk along some of Runwell’s PRoW but he would not be advertising this as a public event. New footpath/cycleway using the bridge over the A130 linking St. Luke’s Park and Rettendon still being negotiated and progressing.
- **Runwell Roundabout** – Autumn edition circulated. Date of next edition still to be agreed.
- **Tree Wardens** – Not present.

Minute 61 Notices of motions and future business:

- Planning Committee 3rd Monday 19th October 2020 (if business dictates)
- Parish Council Meeting Monday 2nd November 2020 8pm

Minute 62 Agenda items for next meeting:

Carry over ongoing items.

Toilet Facilities at Runwell Park.

Disabled access Runwell Park.

The meeting closed at 9.40pm