**MINUTES OF COUNCIL MEETING 7th DECEMBER 2015**

**HELD IN RUNWELL VILLAGE HALL AT 8.00PM**

**IN ATTENDANCE**: - Chairman Mr W B Lansdale, Messrs: Clark, Grummett, Martin, Sloane & Waterhouse; Mesdames: Martin, Payne, Varney and Waterhouse. CCC representatives Millane and Ride

**Minute 140 Apologies**: Messrs Lerwill & Rogers

**Minute 141 Declarations of Interest** – None reported

**Minute 142 Public Participation**

1. LP thanked the volunteers for helping put up the Christmas decoration in particular Andy Hooton.
2. SV reported the defibrillator was arriving later this week, training to be arranged.
3. YW/TW reported a random ‘England’ flag had been put on the flagpole outside the Hall, agreed it should be removed.
4. YW reported the footpath light was out on the link between Canewdon Close and Runwell Gardens.
5. YW reported on the travel plan issued by RCPS.
6. PC/MG/JS reported/commented on the traffic calming in Brock Hill. The lower elements had been repaired and a recent accident had demolished the section near Waverley Crescent.
7. JS asked that the Council support YW in her application to be a governor at RCPS.
8. MG displayed a photograph of a plaque (not installed by the parish council) stating that the tidiness of the bus shelter (located near Downham Road) was the responsibility of the parish.
9. SM reported that the signage on and around the new roundabout on the A132 access to St. Luke’s Park needed improvement/clarification. Site Manager to be contacted.
10. BL expressed his concerns that the open areas on the approach to St. Luke’s Park could invite the attention of fly-tippers and possible travellers.
11. DD also commented on the accident in Brock Hill, the hedges near the property Westview need cutting back to improve visibility. Clerk to write to residents.
12. KR reported the light in the kitchen was not working. Clerk responded this was on maintenance list for the electrician to fix shortly.
13. MW extremely concerned about the accidents created by the traffic calming in Brock Hill close to his property near the junction with Waverley Crescent. Clerk to arrange a site meeting with ECC Mid Area Highways to seek a solution and/or discuss the options to make improvements.

**Minute 143** The minutes of the Council meeting held 2nd November 2015 and Standing/Finance Committee meeting held 16th November were approved and signed by the Chairman as a true record.

**Minute 144 Clerks Report –** See appendix 1

* The Council discussed the possibility of a further Village Sign near to St. Luke’s Park and/or a Village Gateway on the A132 indicating the Runwell boundary. Clerk to contact Countryside Site Manager to discuss.
* Query re St. Mary’s Bus Shelter when repairs to be completed. Safety barriers had blown down during recent bad weather and high winds. Clerk to chase up.
* Downham Road Development – Clerk to contact Bloor Homes and BBC to establish when promised repair programme to Downham Road is likely to take place

**Minute 145 Finance**

1. Payments:

Cheques to issue

107041 Mrs J Pharez Salary

107042 Mrs G Smith Caretakers Salary 5wks & locking

107043 L Vallis Groundsman 5 weeks £1495.00

107044 Essex Pension Fund Pension £382.79

107045 L Abbott Cover for Caretaker Holiday £50.00

107046 SLCC Clerks Subscription £167.00

107047 PC Wright Electrical Emergency Light repairs – Hall £61.20

107048 Images Winter Edition Runwell Roundabout £141.60

107049 BF Ground Maintenance Ltd Grass Cutting – Park – October x2 £264.00

107050 Viking Direct New Printer & Wall Planners 2016 £105.54

107051 EALC Courses x2 £140.00

107052 A – Z Supplies Hall & office Supplies £181.63

107053 J Price Returnable Allotment Key Deposit £25.00

107054 Mrs Kimmins Returnable Hall Deposit £100.00

107055 Mrs L Payne Ditto £100.00

107056 MA & C Gregory Ditto £100.00

D/Debit J & J Pharez CCTV Broadband £12.21

Total **£****4992.36**

Sufficient funds held on current account to cover these payments

1. Budget and Precept 2016/17

The Full Council accepted the recommendations of the Finance Committee with regard to the proposed Budget for 2016/17 and the precept for 2016/17 was agreed at £64452.

**Minute 146 Correspondence**

Received

1. Chelmsford Local Plan Consultation Document – Comments needed by 21st January 2016. Clerk to respond.
2. Wickford Citizens Advice Bureau – Thanks for donation. Noted
3. British Legion Poppy Appeal – Thanks for donation. Noted
4. CCC – Missed Refuse Collections. Clerk to write to CCC Cabinet Member Janette Potter

**Minute 147 Planning**

1. **Applications received:**
2. 15/01854/FUL 6 Canewdon Close – Single storey rear extension and flat roof to existing conservatory. No objection.
3. 15/01844/FUL and 15/01845/LBC Burr Hall, Runwell Road – Single Storey rear/side extensions. No objection
4. 15/01791/FUL 9 Runwell Road – Retrospective application for air conditioning unit, side entrance door and change of use of garage to storage. No objection
5. CC/CHL/70/15 ECC – Flood Alleviation Scheme Meadow Lane/Church End Lane. The Council fully support the proposals put forward by ECC.
6. **Chelmsford City Council Local Plan Strategy to 2036** see Minute 146(1)
7. **St. Luke’s Park Development**

BL reported that the landscaping of the area was going well.

RR reportedthat thefirst phase of thedevelopment was well underway, contractors still finding asbestos in the underground tunnels on site. Runwell and Rettendon residents interested in properties on the development will be given 1st preference on the affordable housing and should be advised to put their names down. David Green (CCC) is in discussion with NHS for improving the health facilities proposed for the development. (TW requested a RPC representative at any future meetings) RR further spoke of the dangers of the new crossing (located opposite Runwell Chase) as raised by the Chairman at the start of the meeting, this issue to be raised with Hilary Gore. S106 funds were approved for improvements to St. Mary’s Church crossing, this is still under consideration.

LM reported he had contacted Neil Jordan to press Countryside and ECC Mid Area Highways to ensure that the damage to the road surface in Runwell Chase is made good.

**Minute 148 Runwell Road (A132) New Crossing**

See Minute 147(iii) above. Clerk to contact ECC Hilary Gore

**Minute 149 Village Sign**

It was agreed that a design for the base for the Village Sign would be available by the next meeting.

**Minute 150 Park – Play Project Quotation**

The Council considered the quotation forwarded from Sovereign Play:

Supply Equipment/Works etc: 1 Sunken Trampoline 3m x 2.25m £9425.15

1 Metal Swing Basket £5455.53

1 DDA Swing Seat £736.47

23sq/m Wetpour @ 80mm inc. base and chase £1641.68

22sq/m Wetpour @ 80mm inc. chase £1218.52

Remove spoil from site £99.00

Heras safety fencing £669.24

Security Container £618.00

Total **£19863.58**

The total cost was far in excess of the budget available. The Council agreed to purchase the DDA Swing Seat in the sum of £736.47 plus VAT and delivery. The project to be further considered by the Park committee. Two further quotations required. Funding in the form of a grant to be explored.

**Minute 151 Reports**

1. **Hall** – LP asked for volunteers for Sun 3rd January 9.30am to take down the Christmas decorations. YW mentioned that improvements were needed to the curtain pulleys (H&S issue). BL reported that he had received a complaint about the Hall temperature on Sundays.
2. **Park** – TW reported that horses had been in the park, further signage urgently needed.
3. **Allotments** – LP had no report. JM/BL reported that the owners of 4 Brookside Cottage had created a new entrance to the bottom of their garden sharing the entry to the allotments. LP reported she would speak to the owners who were also plotholders.
4. **CCC** – RR spoke of the Flood Alleviation Scheme; improvements to the sports facilities at St. Luke’s Park; affordable housing for locals at St. Luke’s Park; areas at St. Luke’s will be designated community land and may be offered to the parish – more information/proposals on this needed.
5. **Runwell Roundabout –** KR reported that 2016 would be her last year as Editor of the Roundabout. SV expressed interest in taking over. YW suggested the Roundabout should promote more of what RPC does. KR responded all articles welcomed.
6. **PRoW’s (Public Footpaths) –** DD reminded everyone about the Boxing Day Walk meeting 10.15am at Runwell Park.
7. **School Liaison –** YW reported see Minute 142(5)
8. **Tree Wardens –** No report

**Minute 152 Agenda items for next meeting:** A132 Crossing; Defibrillator

Meeting closed at 10pm