

**MINUTES OF COUNCIL MEETING 4th SEPTEMBER 2023
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: - Chairman: Cllr Clark; Messrs. Crossley, Redway, Sloane and Tarplett. Mesdames: Ellis, Evans, Hutson & Payne; 3 members of the public.

The Chairman welcomed everyone to the September meeting.

Minute 83 Apologies: Cllrs Davis, Gould & Rogers; Apologies accepted.

Minute 84 Declarations of Interest – None received.

Minute 85 Public Participation

The following matters were raised: **Highways** – Previous highway issues were being followed up by letter, Hedge in Runwell Road cut back by local farmer; Unsafe fencing Runwell Road by the printers; Issues with excessive rubbish being placed in Bus Shelter bin in Runwell Road; Runwell Chase (Lynfords Avenue to Brockfield House – lack of hedge and verge maintenance; St. Luke’s contractors using Runwell Chase for overflow parking and leaving rubbish; Church End Avenue – blocked drains and poor road maintenance. The Chair read out his letter to Essex Highways (see Minute 89 item 7) **Hall** Accessible toilet door lock is stiff to open and needs attention/replacement.

Minute 86 Minutes of Council Meeting held 7th August 2023; Minutes of Planning Committee held 21st August 2023 and Minutes of Extraordinary Meeting held 31st August 2023 were all approved and signed by the Chairman as a true record.

Minute 87 Clerks Report

See Appendix 1: Runwell Roundabout needs to be added to the website.

Minute 88 Finance

(i) Payments for approval

Lloyds Bank

FPO	J Pharez	Salary	
FPO	JC Rogers	Salary 5 weeks plus locking etc	
FPO	L Vallis	Groundsman Runwell Park 4 weeks (less Holiday)	£747.50
FPO	Essex Pension Fund	Staff Pensions	
FPO	JCR Garden Serv	Hall Garden - Monthly	£60.00
FPO	A – Z Supplies	Hall Supplies	£167.92
FPO	Naivette Services	Supply/Instal stop blocks; instal K Barrier	£9540.00
FPO	H Anang	Returned Hall deposit & hire	£140.00
FPO	H Hill	Returnable Hall Deposit	£50.00
FPO	H King	Returnable Hall deposit	£30.00
FPO	CCC	Play in the Park 2023	£1235.00
FPO	Kompan	1/4 Inspection Play Area Runwell Park - August	£204.79
FPO	Link CCTV	Maintenance ¼ Inspection Aug to Nov	£380.14
FPO	RCPS	S137 Swimming Grant	£1750.00
D/debit	Adobe	Acrobat Pro	£19.97
D/debit	Veolia	Hall Refuse Aug (due 30 th September)	£225.08
Total			£17518.35

A transfer of £17,500.00 (Seventeen thousand, five hundred pounds) was agreed from the Business Deposit Account to the Current Account to cover these payments.

Barclays Bank

D/debit	BT	Hall/Park/CCTV Phone/Broadband	£241.32
D/debit	E.on Next	Electricity used at Hall monthly	£285.96
D/debit	Essex & Suffolk	Water at Allotments Jan to July	£535.33
Total			£1062.52

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

(ii) Receipts & Payments 1st April 2023 – 30th June 2023. The Council approved Receipts and Payments (copy attached to these minutes).

(iii) Conclusion of External Audit by PKF Littlejohn LLP

Clerk reported that the Conclusion Notice from the External Auditors PKF Littlejohn LLP had been received with no matters raised. Conclusion notice to be displayed. The Council members acknowledged this.

Minute 89 Correspondence

1. Anonymous – Unauthorised development at Little Acorns, Meadow Lane. Unable to reply to an anonymous author – details noted.
2. Residents x 2 – Request for parking restrictions Keith Avenue. Agenda item for next meeting. Formal request will require a petition from the residents.
3. CCC - Play in the Park summary. This was very well received this year; re-book for 2024 and perhaps consider an Easter booking.
4. Resident report of damage at Runwell Park. Area made safe. Contact Kompan for repair.
5. Chairman to BF Ground Maintenance – Acceptance of Quotation – noted.
6. RCCE Village Hall Conference – East Hanningfield Sat 23rd September 9.30 – 3pm – noted.
7. Copy of correspondence to Essex Highways from City Councillor Clark re maintenance of side roads and footways. (covers issues raised under Public participation)

Minute 90 Planning

1. Applications Received:
 - (i) 23/01115/FUL Land Rear of 132 Brock Hill – Demolition of existing outbuildings. Proposed 3 new dwellings with parking area and access driveway. *RPC comment:* No objection.
2. Other matters: The Council asked the Clerk to write to Chelmsford City Council Planning Enforcement for an explanation as to why 4 enforcement cases in Meadow Lane had been closed with the reason given “Not in the public interest to pursue” – explanation needed.

Minute 91 Runwell Park

- (i) Schedule of works to be completed. Nothing received.
- (ii) Wickford Carnival 9th September 2023. Cllrs Clark & Hutson made arrangements to cover unlocking/locking gates and toilets and supervision.

Minute 92 Reports

Hall – Intruder alarm sensors to be re-fitted; pot holes in the car park – quotes needed; ask We-Glaze to return to fix issues with the fire doors – not locking properly; replacement Parish Council Flag needed (more robust material). Items for 24/25 Budget: Hall re-decoration; blinds; guttering/fascia and CCTV

Park – No further report.

Runwell Roundabout – Articles for the next edition needed by the end of October. Review number of editions and format for 2024.

Allotments – LP reported that this years harvest had been good. Money for the bee netting (£80 - £100) approved as contingency expenditure.

PRoW – No report.

CCC – Short report on matters at the City Council, most items covered within the meeting.

Schools - RCPS – Re-opens Wednesday 6th September; No RAAC issues within the school; Parking meeting to be re-scheduled for October. **St.Luke’s School** - No report.

Minute 93 Notices of Motions and Future Business

- Planning Committee Monday 18th September 2023 7pm if business requires.
- Council Meeting Monday 2nd October 2023 7pm

Minute 94 Agenda items for next meeting: Parking Restrictions Keith Avenue.

The meeting closed at 8.50pm