

RUNWELL PARISH COUNCIL

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**Council Office
Runwell Village Hall
Church End Lane
Runwell, Wickford
Essex SS11 7JE**

To all Councillors

28th January 2025

You are summoned to a meeting of a Runwell Parish Council at the Village Hall on Monday 3rd February 2025 at 7pm for the purpose of transacting the following business:

Agenda

Chairman's welcome

- 1. Apologies**
- 2. Declarations of Interest** – All members are reminded that they must disclose any interest they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her.
- 3. Public participation session with respect to items on the agenda and other matters of mutual interest.**
(In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council can do so during the public Forum). The meeting will adjourn for questions from the members of the public. The Council will first hear from Councillors and then from the public. (Maximum time allowed for this section is 15 minutes)

Please note: In accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded by resolution whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 4. Co-option of Councillor – One vacancy**
- 5. Minutes of Council Meeting 6th January 2025; Minutes of Planning Committee 27th January 2025; Minutes of HR Staffing Committee 27th January 2025;**
- 6. Clerks report** (covers matters since last meeting, business requiring a decision is listed on the agenda)
- 7. Finance**
 - (i) Payments for approval
 - (ii) Scribe Renewal
- 8. Appointment of Clerk**
- 9. Correspondence**

10. Planning

1. Applications received:

- (i) 25/00042/FUL - 35 Brock Hill Runwell Wickford SS11 7NW – Proposal: Demolishment of existing conservatory and erection of single storey rear extension. conversion of existing garage.

- (ii) 25/00040/FUL - 31 Lindon Road Runwell Wickford Essex – Proposal: Replacement of roof to provide new first floor with dormer windows to front and rear.

- (iii) 25/00070/FUL - 2 Gorse Wood View Runwell Wickford SS11 7FY – Proposal: Single storey side extension with loft conversion including dormers to front and rear.

11. Highways

- (i) Trucam Services offered by Maldon District Council” Review the terms offered and decide whether to accept or defer.
- (ii) ANPR camera request. Motion received: Runwell Parish Council to finance (up to a maximum amount £12k) an ANPR camera (to be located on or near to St. Luke’s Roundabout) and to enter into an agreement with Essex Police for this purpose. Grant funding to be explored via Safer Essex Roads Partnership. Agreement details covering insurance, maintenance etc to follow.

12. Runwell Park

- (i) Delegate responsibility for setting the specifications for forthcoming projects to the Park committee.
- (ii) Play in the Park 2025 – Tuesday 5th August – Agree “Extras” for the Children’s play day.

13. Village Hall

- (i) Gardener (see HR/Staffing minutes)
- (ii) Cleaner/Caretaker (see HR/Staffing minutes)

14. Reports: Committees (Hall and Park), Runwell Roundabout, Allotments, School Governor, Public Rights of Way, CCC Officers, Representatives etc.

15. Notices of Motions and Future Business:

- (i) Planning Meeting 3rd Monday 17th February 2025 if business requires.
- (ii) Park Committee Meeting Monday 17th February 2025.
- (iii) 100th Anniversary 16th March 2025 2pm – 4pm
- (iv) Annual Parish Meeting & Exhibition 14th April 2025 7pm

16. Agenda items for the next meeting of Runwell Parish Council on 3rd March 2025. Please note that no decision can lawfully be made under this item. LGA 1972 section 12 10(2) (b) states that business must be specified.

Jo Pharez

Clerk to the Council
28th January 2025