

RUNWELL PARISH COUNCIL

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To all Councillors

30th December 2024

You are summoned to a meeting of a Runwell Parish Council at the Village Hall on Monday 6th January 2025 at 7pm for the purpose of transacting the following business:

Agenda

Chairman's welcome

1. **Apologies: Cllr Rogers**
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 about it.
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 2nd December 2024; Minutes of Planning Committee 16th December 2024; Minutes of HR Staffing Committee 16th December 2024;**
6. **Clerks report** (covers matters since last meeting, business requiring a decision is listed on the agenda)
7. **Finance**
 - (i) Payments for approval.
 - (ii) Grant application St. Luke's School.
 - (iii) Quotation from Kompan re Playground Safety quarterly inspections.
 - (iv) Quotation from BIS for Secure Internal Door in former Cricket Pavilion (Runwell Shed)
8. **Correspondence**
9. **Planning**
 1. Applications received:
 - (i) 24/05270/TPO - Land North West Of Chapel Runwell Chase – Proposal: G5 x1 Oak - (Moribund) Monolith at approx. 5m using natural fracture techniques to leave main scaffold; G5 x1 Ash - Monolith at approx.7m using conventional pruning techniques to promote retrenchment.
 2. Appeal Application:
 - (i) 24/00064/ENF - Field At Traveller Site Meadow Lane Runwell – Alleged breach: without planning permission, the material change of use of land for the purpose of siting caravans for residential use, together with facilitative operational development including formation of hard surfaces and the erection of fencing.
 3. Basildon Borough Council Local Plan response.

Continued

10. Runwell Park

- (i) Consider dates for Play in the Park 2025

11. Village Hall

- (i) Fire Doors – (Issue with doors exiting to Car Park)
- (ii) Applications for Village Hall Gardener – closing date to be agreed
- (iii) Request from Seitou Ryu Karate for Sunday afternoon hirings 1.30pm – 4pm (4 afternoons only)

12. Schedule of Runwell Parish Council Meeting Dates for 2025

13. HR Staffing

- (i) Resolution to adopt a “Staff Recruitment and Retention Policy”
- (ii) To consider HR report from Clerk (to be held in closed session at the end of the meeting)

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 20th January 2025 if business requires.

16. Agenda items for the next meeting of Runwell Parish Council on 3rd February 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

30th December 2024