

# RUNWELL PARISH COUNCIL

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

To all Councillors

31<sup>st</sup> December 2025

You are summoned to a meeting of Runwell Parish Council at the Village Hall on Monday 5<sup>th</sup> January 2026 at 7.00pm 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 interests 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.

### **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 held 1<sup>st</sup> December 2025**

- 6. Clerks report** (covers matters since last meeting, business requiring a decision is listed on the agenda) See Appendix 1

### **7. Finance**

(i) Payments for approval

### **8. Planning applications received up to date**

(i) 25/01544/FUL – Land Between Roseville Cottage and Rydal, Lynfords Avenue - Proposed: Construction of a new detached dwelling

(ii) 25/01107/FUL – Land Adjacent 10 Locarno Avenue – Proposed: New dwelling

- (iii) 25/05298/TPO – 37A Church End Lane – Proposed: T5 Horse Chesnut (T1 on site plan) – Crown reduce by 3m (approx. previous pruning points) and shape. Crown lift to 5m over the road. Reason: General, cyclical maintenance.
- (iv) 25/01690/FUL – Runwell Hall Farm, Hoe Lane – Proposed: Retrospective application for change of use of land to dog walking area.
- (v) 25/01692/FUL – Runwell Hall Farm, Hoe Lane – Proposed: Retrospective application for change of use of land to dog walking area.
- (vi) 25/01722/FUL – 28 Lindon Road – Proposed: Wrap-around single-storey rear and side extension, with front dormer, addition of an open front porch and alterations to external materials.
- (vii) 25/01734/FUL – 30A Grange Road – Proposed: Demolition of existing rear conservatory and replacement single storey rear extension. Demolition of shed and garage.
- (viii) 25/05304/TPO – 41 Canewdon Gardens – Proposed: T1 Oak – Located North of Canewdon Gardens – Remove the 5 lower limbs that are growing across the driveway and garden. Reason: The tree is preventing safe access to the driveway and causing an obstruction to emergency access.
- (ix) 25/00825/HNC – Mandy Lynfords Avenue – Proposed name Sandown.

**9. Amendment to Schedule of Runwell Parish Council Meetings 2026**

**10. To review Hall, Park & Planning Committees Membership**

**11. To review and sign Clerks CiLCA Learning and Confidentiality Agreement 2026**

**12. Correspondence**

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

**14. Notices of Motions and Future Business:**

- (i) Planning Committee meeting Monday 19<sup>th</sup> January 2026 if business requires

**15. Agenda items for the next meeting** of Runwell Parish Council on 2<sup>nd</sup> February 2026. 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.

*J Norinkeviciute*

**Clerk to the Council**  
31<sup>st</sup> December 2025