

RUNWELL PARISH COUNCIL

Miss Jurgita Norinkeviciute

Clerk to the Council

Telephone: 01268 735152

Email: clerk@runwellparishcouncil.gov.uk

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

To all Councillors

30th September 2026

You are summoned to a meeting of Runwell Parish Council at the Village Hall on Monday 5th October 2026 at 7.00pm for the purpose of transacting the following business:

AGENDA

Chairman's Welcome

1. Apologies for Absence

- 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. CCC Ward Councillors & ECC Councillor Report

4. Public participation session with respect to items on the agenda and other matters of mutual interest.

The Chairman to remind members of the public who wish to take part in public forum that Runwell Parish Council operates strict timescales (maximum 3 minutes per speaker) to receive their information in the form of statements. No debate will be allowed on any issues, only the receipt and clarification of information.

(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). 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.

5. Councillors Report

6. Co-option of Councillor – Three Vacancies

7. Minutes of Council Meeting held 7th September 2026; Minutes of Planning Committee held 21st September 2026;

- 8. Clerks report** (will cover matters since last meeting, business requiring a decision is listed on the agenda)
- 9. Finance**
- (i) Payments for approval
 - (ii) PKF External Audit – AGAR 25/26 signed off and report
 - (iii) Review Gas contract and fix prices for Village Hall (see Clerks report)
 - (iv) Allotment rent review. (One year's notice required for an increase) (see Clerks report)
- 10. Planning**
- Applications received up to date:
- (i) **26/00593/FUL** – Barn at Uplands Warren Road, Rettendon. **Proposed:** Demolition of existing structures and erection of 4no. residential dwellings and a machinery store, with associated alterations to access.
 - (ii) **26/01256/FUL** – 8 The Greenway. **Proposed:** Single storey side extension.
 - (iii) **26/00932/OUT** – Land South and North West of Lynfords Drive. **Proposed:** Outline application for the erection of up to 7 bungalows with associated access, parking, landscaping, biodiversity enhancement and drainage works. Access being sought, all other matters reserved.
- 11. Correspondence**
- 12. Reports:** Committees (Hall & Park), Runwell Roundabout, Allotments, School Governor, Public Rights of Way, Representatives etc.
- 13. Notices of Motions and Future Business**
- (i) Planning Committee Meeting (usually 3rd Monday of the month)
 - (ii) Hall & Park Committees 19th October 2026 (Budget items for precept 2027/28)
- 14. Agenda items for the next meeting** of Runwell Parish Council on 2nd November 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

Miss J Norinkeviciute
Clerk to the Council