



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880
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VAT number: 830 7558 23

Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 11th April 2022 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, SS6 8JD (entrance via Websters Way) for the transaction of business as set out below. The press and public are welcome to attend.

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Yours sincerely,

A handwritten signature in black ink, appearing to be 'M Letch', written over a white rectangular background.

Mr M Letch
Locum Clerk 6th April 2022

Councillors: D Belton, S Belton, E Brewer, J Burton, C Callis, E Callis, R Dowell, R Dray, J Jacobs, R Lambourne, J Lumley, D Mercer, R Milne, J Newport, S Page, C Pavelin, C Roe, B Smart, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

AGENDA

45/22 Those present and apologies for absence.

To note that Cllr Elizabeth Brewer has signed the declaration of acceptance in the presence of the Locum Clerk.

Motion. The council to record and accept apologies for absence.

46/22 Declaration of members' interests.

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (non-pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

47/22 Public forum.

The meeting shall be adjourned for 15 minutes for members of the public to speak on matters relating to this agenda. A maximum of 2 minutes will be allowed per speaker.

- 48/22 District and County Councillors updates**
To receive a short report on matters relating to Rayleigh.
- 49/22 Minutes of Town Council meeting**
Motion. The Council approves the minutes of the Town Council meeting that was held on 14th March 2022 as a true record.
- 50/22 Finance**
a. To receive a list of all payments up to the end of February 2022.
b. To receive a list of budgetary information on all accounts.
Motion. The Council notes the budgetary information and confirms that the account balance of £282,305.80
- To note that the 2021-2022 accounts will be closed down on 25th April and the internal audit will be on 5th May.
- 51/22 Correspondence**
None this month
- 52/22 Consultations**
None this month
- 53/22 John Fisher Playing field**
To consider the final lease for the field.
Motion. Subject to legal opinion, the council approves the lease for adoption and signature.
- 54/22 To receive a report on a meeting with Michael Gove MP**
Verbal update from Cllr Jacobs.
- 55/22 Fattorini regalia quote**
Motion. The council approves expenditure of £705.28 for two past chairman pendants.
- 56/22 To approve the draft terms of reference for the climate change working group.**
Motion. The council approves the climate change working group draft terms of reference for publication.
- 57/22 King George V field hires**
Jubilee Fun Day. To considering hiring the King George V Playing Field for a Jubilee Fun Day on Friday 3rd June 2022. Members to note that only the Lions Club of Rayleigh currently hire the field for a whole day which cost £750 plus vat. Members to receive a copy of the up-to-date hire charges. The organiser has been informed that inflatables are not permitted in the playing field.
- 58/22 Remembrance 2022**
Members to note that a meeting was held on 5th April 2022 with those members who volunteered to take responsibility for arrangements for Remembrance Parade and Service. An update will be provided by Cllr Sperring

In relation to the service, it has been suggested that the Town Council members will have reserved seating in the church service, but there will not be a reserved section for members at the outdoor service.

59/22 To receive the notes from the Community Safety Working Group CCTV meeting.

60/22 To note minutes from Planning committee.

61/22 To note minutes from the Environment Committee.

62/22 To note the minutes from the Personnel Committee meeting.

a. To adopt the member officer relations protocol.

Motion. The Council approves the member-officer relations protocol for publication.

63/22 Chairman's Engagements

64/22 To note that the Mill Hall site has been nominated as an asset of community value.

There is no formal consultation required, but as part of the process, the Town Council are asked for any input they may have. Councillors are advised to note the rules of purdah when considering this item

65/22 Items for next agenda.