



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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Dear Member,

You are hereby summoned to a meeting of the **Communities Committee** to be held on **Monday 28th February 2022 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh SS6 8JD, (entrance via Websters Way Car Park) for the transaction of business as set out below.

Yours sincerely,

Mr M Letch
Locum Clerk 22nd February 2022

Councillors: C Roe, C Callis, R Dray, R Lambourne, S J Page, J Waight, J Sawford, I Ward, D Sperring, B Smart, R Milne (ex-officio) and D Mercer (ex-officio)

AGENDA

COM1/22 Apologies for Absence

Those present and apologies for absence.

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

COM2/22 Election of Chairman

Motion. To receive nominations for the post of the Chairman of the Communities Committee.

COM3/22 Appointment of Vice Chairman

Motion. To receive nominations for the post of Vice- Chairman for the Communities Committee.

COM4/22 Public Forum

The meeting shall be adjourned for a maximum of 15 minutes to allow any members of the public to speak on items specified on this agenda. A maximum of two minutes will be allowed per speaker.

COM5/22 Substitutes

To be notified to the Town Clerk before the commencement of the meeting

COM6/22 Non-Committee Members Attending

To note non-committee members attending this meeting.

COM7/22 Committee Budget

Motion. Members to receive and approve the committee budget.

COM8/22 Great Easter Egg Hunt Competition

Member to agree if the Great Easter Egg Hunt Competition should be held this year. Due to the timing of Easter (Good Friday 15th April – Easter Monday 18th April 2022) the competition would close on the 19th April 2022, therefore it will not be possible to present prizes at the Annual Town Meeting. This would be arranged with the Chairman at a later date.

COM9/22 Remembrance

Members to note that the Remembrance Service was held last year, on Sunday 14th November 2021, without a parade due to Covid-19.

An informal meeting is being held with Mrs J Crick and Cllr D Sperring to discuss arrangements for Remembrance 2022, which will be held on Sunday 13th November 2022. The band has been booked for the parade at a cost of £250

COM10/22 Christmas Lights 2021

- a. Members to note that the Christmas Lights were switched on 25th November 2021. Businesses and organisations sponsored the lights and a banner was produced and displayed in Ernie Lane. Marco's Wine Bar held their fund raising evening on 25th November 2021 and £1,000 was raised.
- b. The Christmas Tree was installed on 19th November 2021.
- c. Several entries were received for the Chairman's Christmas card Competition and Ella Higgs of Edward Francis Primary School was selected as the winner. The Cliffs Pavilion provided the prize of a family ticket for 4 to the performance of Cinderella on 31st December 2021.
- d. Palmers Solicitors sponsored the Festive Window Competition 2021. The Winners of the competition were Best Public House – Spread Eagle, Best Commercial – Courts of Rayleigh and Best Charity – Dogs Trust

COM11/22 Christmas Lights Installation Tender

Members to note that the current three-year contract for the installation and removal of Christmas Lights will end this Christmas 2021. Members should obtain three written quotations for the works unless there is a strong reason to retain the existing contractor and apply financial regulation 10c.

Motion. To award a rolling contract to the existing contractor to install and remove the Christmas lights.

COM12/22 Rayleigh Market

Members to note that the market continues to trade every Wednesday. A toy stall and home/garden accessories stall have recently joined the market and will be attending weekly.

Members to note that the market was cancelled on Wednesday 16th February 2022 due to the amber weather warning issued by the Met Office.

COM13/22 Trinity Fair

Members to note that the Trinity Fair will take place on Sunday 12th June 2022. A working party meeting was held on 9th February 2022 and a copy of the notes are attached.

COM14/22 Rayleigh in Bloom

A Rayleigh in Bloom Working Group meeting will be arranged in due course

COM15/22 Public Transport/Bus Shelters

Members to report any matters relating to the Town Council owned bus shelters

Members to note the bus shelter noticeboards are updated by the following councillors.

- i. Cllr Smart – 2 x Downhall Road
- ii. Cllr Sperring- Lavers
- iii. Cllr Pavelin – Hatfield Road,
- iv. Cllr Ward – Clarence Road/Grove Road, Grove Road/Ramparts, Adjacent 158 Grove

COM16/22 Community Speed Watch

The speed gun is now back in use. Dates for speed watch sessions will be organised in due course.

COM17/22 Notice Boards

Members to report any matters relating to Town Council notice boards

Members to note the bus shelters are updated by the following councillors

Cllr Smart- Rawreth Asada, Hambro Parade Shops
Cllr Pavelin – London Road Parade

Members to volunteer to update the noticeboard at The Chase shops which had previously been maintained by Richard Shorter.

COM18/22 Public Footpaths

Mr M Davies to provide a report

COM19/22 Rayleigh Town Museum

Mr M Davies to provide a report.

