



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field, Bull Lane,**  
**Rayleigh, Essex, SS6 8JD**  
**Tel: 01268 741880**  
**Email: [clerk@rayleightowncouncil.gov.uk](mailto:clerk@rayleightowncouncil.gov.uk)**  
**[www.rayleightowncouncil.gov.uk](http://www.rayleightowncouncil.gov.uk)**  
**VAT number: 830 7558 23**

Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 13<sup>th</sup> February 2023 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.

The public and press are welcome to attend and the meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'EK', written in a cursive style.

Ms E Ketley  
Town Clerk

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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**

**19/23 Those present and apologies for absence.**

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

**20/23 Declaration of members' interests.**

Members of the Council are subject to paragraphs 6 (DPs), 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.

**21/23 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.

**22/23 To receive an update on highways matters from Cllr Lee Scott**

**23/23 County and District Councillors' updates**

To receive a short report on matters relating to Rayleigh.

**24/23 Correspondence.**

None this month.

**25/23 Consultations.**

None this month.

**26/23 Minutes of Town Council meetings.**

**Motion.** The Council approves the minutes of the Town Council meeting that was held on 9<sup>th</sup> January 2023 as a true record.

**Motion.** The Council notes the Personnel minutes for 20<sup>th</sup> January 2023.

**Motion.** The Council notes the Policy and Finance Minutes for 30<sup>th</sup> January 2023

**Motion.** The Council notes the Planning Minutes of 3<sup>rd</sup> and 9<sup>th</sup> January and 6<sup>th</sup> February 2023.

**27/23 Finance.**

- a. To receive a list of all payments up to the end of January 2023.
- b. To receive a list of budgetary information on all accounts.

**Motion.** The Council notes the budgetary information and confirms that the account balances are:-

Unity Trust Bank – Current Account £165,940.41

Unity Bank – Instant Account £4557.81

Nationwide Account £163,730.52

HSBC (KGV Trust) - £106,698.37

NatWest Accounts (as of 31<sup>st</sup> December 2022) £231,661.30

**28/23 To Consider 20's Plenty Speed limit Scheme**

To consider introduction 20's plenty and safer streets programme.

**29/23 Chairman's Engagements**

- 18th January 2023 - The Jack Petchy Awards at the Towngate Theatre, Basildon
- 27th January 2023 - Holocaust Memorial Day at the Mill Hall (RDC event)

- 10th February 2023 - Unveiling of the 100yr old Rayleigh Castle timbers at the Rayleigh Town Museum.

### **30/23 Matters for Information**

**a. Neighbourhood plan – dates for neighbourhood plan**

Adrianna Jones will be attending on March 1<sup>st</sup> at 7.30 for a mandatory training course on Neighbourhood Planning.

**b. CCTV**

Site visit to Chelmsford monitoring office arranged. Site visit to Brentwood monitoring office pending.

**c. Audio Visual**

Quotation is being sought.

**d. Standing Orders Training**

Training to be offered to all Councillors 7pm February 2023.

**e. First aid training course.**

To note that first aid training was undertaken by two members of staff on 2<sup>nd</sup> February.

### **31/23 Items for later agendas**