



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 Town Council to be held on **Monday 13th March 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.

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Yours sincerely,

Ms E Ketley
Town Clerk

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

32/23 Those present and apologies for absence.

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

33/23 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.

- 34/23 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.
- 35/23 County and District Councillors' updates**
To receive a short report on matters relating to Rayleigh.
- 36/23 Correspondence.**
To note that correspondence with Rt Hon Mark Francois MP has been sent to confirm the legal wording of advising and inviting members to committees is required after a resident queried.
- 37/23 Consultations.**
None this month.
- 38/23 Minutes of Town Council meetings.**
Motion. The Council approves the minutes of the Town Council meeting that was held on 13th February 2023 as a true record.
- 39/23 Finance**
a. To receive a list of all payments up to the end of February 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 of Rayleigh Town Council as of 28th February 2023 :-

Unity Trust Bank – Current Account £119,951.70
Unity Trust Bank – Instant Account £4557.81
Nationwide Account £163,730.52
NatWest Accounts £31,817.31 (as of 31/1/23)

Unity Trust KGV Trust - Current Account - £108,808.86
- 40/23 Planning and Neighbourhood Plan Training**
To note Adrianna Jones trained Councillors and officers on March 1st at 7.30 for planning and Neighbourhood Plan advice.
- 41/23 Audio Visual**
To consider whether the expense warrants moving forward with this project.
Quote received £6987.
Motion. Council to move forward with the project and obtain competitive quotes for the installation of AV streaming equipment.

42/23 Grants Applications

- Kaos Youth Club
- Park Play

43/23 Budgets

To consider how Full Council approves under and overspends in committee delegated budgets as specified in terms of reference 1.2 with a view to approving under and overspends on specific budget lines, and re-assigning budgets to eliminate discrepancies as specified in Financial Regulation 4.1. To consider reallocation of ear marked reserves where appropriate.

Motion. For the 2023/2024 financial all new expenditure and any overspends will be authorised as specified in Terms of reference 1.2 and financial regulation 4.1, with additional projects being agreed through Full Council. Proposed Cllr Lambourne.

44/23 Chairman's Engagements (to be obtained)

- 17th February - Public meeting at the W.I. Hall with District Commissioner, Chief Inspector David Miles and Councillors.
- 20th February - Finchfield Trust meeting re the updating their tenancy agreement and the upkeep of the area.
- 21st February - Christ Church United Reform Church community audit
- 3rd March – Funeral of past Councillor
- 7th March - Chamber of Trade meeting
- 10th March – Rochford District Council charity dinner.

45/23 Matters for Information

a. CCTV

Site visit to Chelmsford monitoring office took place.
Site visit to Brentwood monitoring office requested.

b. Officer/Member Protocol

To note.

c. Standing Orders Training

Training given to Councillors and officers 6pm 8th March 2023.

46/23 Annual Town Awards

To note the closing date of 4th March for the Annual Town Nominations with selections taking place imminently by the town Council Chairman and Committee Chairmans.

47/23 Items for later agendas