



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

12th June 2023

Dear Member,

You are hereby summoned to a meeting of the **Communities Committee** to be held on **Monday 19th June 2023 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,

A handwritten signature in black ink, appearing to be 'EK'.

Ms E Ketley
Town Clerk

Councillors: E Brewer, C Callis, E Callis, R Dray, R Lambourne, R Milne, C Roe, B Smart, J Sawford and I Ward

AGENDA

- COM1/23 Election of Communities Committee Chairman**
- COM2/23 Election of Communities Committee Vice Chairman**
- COM3/23** Those present and apologies for absence.
- COM4/23 Declarations of Interest**
Members to declare an interest in items on this agenda only.
- COM5/23 Public Forum**
- COM6/23 Substitutes**
- COM7/23 Non-Committee Members Attendance**

COM8/23 Approve the minutes of the Communities Meeting held on 17th April 2023
Members to approve the minutes of the Communities Meeting held on 17th April 2023 as a true record (as previously circulated)

COM9/23 Income and Expenditure

Members to receive the income and expenditure report.

COM10/23 Rayleigh Market

The Wednesday market continues to trade without any problems. The following charities/organisations have attended or are booked to attend in the future.

Essex County Council – Health & Wellness Promotion – 19th July
Police – 6th September

COM11/23 Rayleigh in Bloom 2023

Members to receive a copy of the minutes for the Rayleigh in Bloom Working Group meeting held on 26th May 2023.

The Town and the King George V Playing Field have been entered into Anglia in Bloom 2023.

The Anglia in Bloom judges are due to advise on the date for their judging visit this week. 10.00am.

COM12/23 Coronation of King Charles III – Saturday 6th May 2023

Members to note that the Coronation Picnic was held on Saturday 6th May 2023 in the King George V Playing Field to celebrate the Coronation of King Charles III. The event despite the rain was attended by approximately 500 members of public. The flags and tote bags provided by Palmers Solicitors were very well received.

The Town Council was successful in receiving a grant from Rochford District Council of £1,000 towards this event.

Cllrs C Roe, D Mercer, D Belton, S Belton, I Ward, C Pavelin and 3 members of office staff assisted at the event.

COM13/23 Trinity Fair 2023 – Sunday 11th June 2023

Members to receive a copy of minutes of the Trinity Fair Working Group meeting held on Wednesday 19th April 2023.

Members to note Haddon Events do not and never have received any payment from the Town Council to assist in the organisation of this event. Haddon are a Rayleigh based company and due to their expertise in organising such events they arrange all the stalls, entertainment, vintage cars, rides, and arrange the event within the Mill Hall directly with Rochford District Council. The funds generated from stall holders/caterers is used towards their staff cost, provision of entertainment and running costs. The event is too large for the Town Council office to manage and organise.

Cllrs D Belton, S Belton, C Roe, D Mercer, R Milne, B Smart, J Waight, E Brewer, C Pavelin, R Dowell and 4 members of office staff assisted at the event.

A meeting will be held in due course to discuss improvements.

COM14/23 Remembrance Parade and Service – Sunday 12th November 2023

The Deputy Town Clerk is meeting with the Church Liaison officer on 19th June to catch up on arrangements for this year.

COM15/23 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, Adjacent 158 Grove Rd
- v. Cllr R Lambourne – Grove Road/Ramparts.

COM16/23 Community Speed Watch

Members to arrange dates for the next speed watch session.

COM17/23 Town Centre improvement plan

Members to receive any updates from the Town Centre Working Group.

COM18/23 Dementia Friendly Town Working Group

Members to note that the town was decorated with forget-me-nots and a stall was at the market to promote Dementia Awareness Week in May.

COM19/23 Community Safety

As agreed by the Policy and Finance Committee on 12th June 2023, to consider that the Communities Committee changes the Community Safety Working Group to a Community Safety Sub-Committee.

Motion. The formation of a Community Safety Sub-Committee from the Working Group and amend the associated terms of reference.

COM20/23 Notice Boards

Members to report any matters relating to Town Council notice boards.

Members to note the notice boards are updated by the following councillors.

Cllr Smart- Rawreth Asda, Hambro Parade Shops
Cllr Pavelin – London Road Parade
Cllr Lambourne – The Chase Shops

Mr M Davies, Rayleigh Town Museum updates the notice board located a Rayleigh Station. The Town Council will send him information to update.

COM21/23 Footpath Representative
Mr M Davies to provide a report.

COM22/23 Rayleigh Town Museum
Mr M Davies to provide a report.