



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 9th October 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 5th July 2023

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-J Page, C Pavelin, C Roe, B Smart, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

AGENDA

109/23 Those present and apologies for absence.

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

110/23 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.

111/23 Code of Conduct/Civility and Respect

To note that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy together with NALC's Civility and Respect pledge.

112/23 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.

113/23 Minutes of Town Council

Motion. The Council approves and sign the minutes of the Full Town Council meeting that was held on 31st August 2023 as a true record.

114/23 Annual Town Meeting

To note that the date 14th March 2023 has been booked for the Annual Town Meeting which is to take place at Sweyne Park School at 7.30pm

115/23 Chairman's Engagements

19th July	Anglia in Bloom Judges Tour
20th July	Oxygen Bounce Parking Official Opening
23rd July	Kirste 5 mile Race
29th July	Craft Shopping Village Fundraising Market
29th July	Lions Disabled Sports Day
2nd August	Pre Loved Market Fundraiser with £605.28 being raised
7th August	Timber Grove 40 year anniversary
18th August	National Trust 100 year anniversary at Rayleigh Mount
3rd September	Merchant Navy Flag Raising
10th September	Make your Market Rochford Launch
16th September	Celestial Church of Christ Food Bank Launch
20th September	Anglia in Bloom Awards
20th September	Fitzwymar Annual Awards
29th September	Rayleigh Cadets Mess Dinner and Awards
30th September	Rayleigh Guides Fundraising Event
1st October	Nanny Kays Farm Shop 3rd Anniversary
4th October	Breast Cancer Awareness Stall in market

116/23 District and County Councillor's updates.

To receive a short report on matters relating to Rayleigh.

117/23 Working Group Updates.

To receive working group updates.

To note an expression of interest was lodged to Start A Refill Scheme, and a quote received for water bottle filling station at KGV £2,500 filling for Climate Change working group.

Motion. To approve an Eco-Audit of Rayleigh Town Council and King George V Field Trust assets.

Motion. To make an application to start a water refill scheme in Rayleigh.

118/23 Outside Organisation Updates

To receive short Councillor reports from relevant outside bodies

119/23 Finance

To receive a list of all payments for the period June - August 2023.

To receive a list of budgetary information on all accounts.

Bank balances as of 31st August 2023:

RTC Savings Account	£166,477.60
RTC Current Account	£130,145.20
RTC Deposit Account	£301,668.42
KGV Current Account	£24,123.98
PWLB	-£100,000

Motion. The Council notes the budgetary information and confirms the working account balance

120/23 Communities Committee

To note that the Communities Committee agreed:

- Communities Committee budget for 2024 – 25
- Increase market stall pitches from £18 to £20 from January 2024
- Floral contract will go out to tender.
- Rayleigh In Bloom presentation 18th October at Holy Trinity Church
- Remembrance Parade and Service 12th November
- Christmas Light Switch on 30th November

121/23 Environment Committee

To note that the Environment Committee agreed:

- King George V Playing Field play equipment upgrade has commenced
- Score board and plaque to be sourced for the pétanque pitch
- Bench adjacent to pétanque to be moved to face the pitch
- Under minute reference EOS54/23, Full Council members to review the current annual allotment fees of £39 per year, with a view to increasing them in line with other local authorities in the area.

Motion. Full Council to increase the yearly allotment rent from £39 per year in line with other local authorities in the area.

122/23 Correspondence

None this month

123/23 Consultations

None this month

124/23 To Note and Ratify Committee Minutes :

Planning Committee minutes of 3rd July 2023

Policy and Finance minutes of 25th September 2023

Communities Committee minutes of 18th September 2023

125/23 Items for next agenda.