



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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8th April 2024

Dear Member,

You are hereby summoned to a meeting of the **Communities Committee** to be held on **Monday 15th April 2024 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

- COM25/24** Those present and apologies for absence.
- COM26/24** **Declarations of Interest**
Members to declare an interest in items on this agenda only.
- COM27/24** **Public Forum**
- COM28/24** **Substitutes**
- COM29/24** **Non-Committee Members Attendance**
- COM30/24** **Approve the minutes of the Communities Meeting held on 19th February 2023**
Members to approve the minutes of the Communities Meeting held on 20th November 2023 as a true record (as previously circulated)

COM31/24 Income and Expenditure

Members to receive the income and expenditure report.

COM32/24 Rayleigh Market

The Wednesday market continues to trade without any issues

There are no promotional/charity stalls booked in for the immediate future.

COM33/24 Rayleigh in Bloom

A meeting will be arranged in due course to finalise competitions for 2024. Sponsorship invoices are due to be sent out.

COM34/24 Primary School Quiz

Members to note that the Primary School Quiz was won by Glebe Primary School and the best individual pupil was won by two pupils of Our Lady of Ransom School, William Dulieu & Quinn McGee. The Chamber of Trade provided a £100 for the winning school. Trophies were presented at the Annual Town Meeting on 14th March 2024.

COM35/24 Great Easter Egg Hunt

Members to note that the Great Easter Egg Hunt was held from 28th March to 15th April 2024. Palmers Solicitors, Squires and Rayleigh Library acted as collection points for entry forms. The three winners will be selected on 16th April and a date will be agreed with the Town Council Chairman to present the prizes.

COM36/24 St George Flag Raising

Members to note that all eight primary schools (2 pupils from each) and Rochford District Youth Service will be attending the St George Flag Raising at the Pavilion on Tuesday 23rd April 2024 at 10.00am. All members have been sent an email to inform them they may attend this event

COM37/24 Trinity Fair - Sunday 9th June 2024

Members to note the next Trinity Fair Working Group meeting will be held on 17th April at 7pm. The Road Closure and temporary event notice has been submitted to Rochford District Council. The event management form is with Haddon Events for completing.

COM38/24 Remembrance Parade and Service 2024

Members to note that an informal meeting was held on between the Town Council, Holy Trinity Church and Rayleigh Royal British Legion Club to discuss arrangements for 2024. The date for the Parade and Service will be Sunday 10th November 2024.

COM39/24 Telephone Kiosk

Members to note that the agreement has been received by British Telecom for the Town Council to become responsible for the telephone kiosk on London Road. The Town Council will be advised when an engineer has been and removed the equipment and signed over to the Town Council.

COM40/24 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.

COM41/24 Dementia Friendly Town Working Group

Members to receive a copy of the report provided by Cllr E Brewer.

COM42/24 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. (photos attached of location)

COM43/24 Correspondence

COM44/24 Footpath Representative

Mr M Davies has sent a report (attached)

COM45/24 Rayleigh Town Museum

Members to note that the plaque for Rayleigh Primary School has been ordered.

Mr M Davies has sent a report (attached)