



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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You are hereby summoned to a meeting of the **Policy and Finance Committee** to be held on **Monday 11th March 2024 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, Essex, SS6 8JD (entry via Websters Way) for the transaction of business as set out below.

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

Yours sincerely,

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

E Ketley
6th March 2024

Councillors: E Brewer, J Burton, E Callis, R Dray, R Lambourne, J Lumley, D Mercer, S-J Page, C Pavelin, C Stanley, I Ward.

PF94/24 Those present and apologies for absence.

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

PF95/24 Declarations of 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.

PF96/24 Code of Conduct

This meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy with all participants expected to behave in a professional and constructive manner.

PF97/24 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.

PF98/24 Minutes of last meeting.

Motion. The minutes of the Policy & Finance committee meeting held on 8th January 2024 are approved as true record.

PF99/24 Rochford District Council Tax Bands

To note Rochford District Council Tax Bands comparing 2023-24 and 2024-25, with most parishes increasing, some as much as 28%. Rayleigh having maintained the same precept as 2023-24 resulting in very little change to the band D equivalent.

PF100/24 Election Costs

To note that election costs for May 2024 from Rochford District Council have again been queried.

PF101/24 Finance

To receive a list of all payments for the period January and February 2024.

To receive a list of budgetary information on all accounts.

Bank balances as of 29th February 2024 :

RTC Savings Account	£166,477.60
RTC Current Account	£ 98,700.76
RTC Deposit Account	£ 71,194.02
KGV Current Account	£ 29,200.31
Public Works Loan Board	- £100,000

Motion. The Council notes the budgetary information and confirms the account balances of Rayleigh Town Council as of 29th February 2024.

PF102/24 IT Working Group

To note a meeting took place on 22nd January followed by an interview of two IT support companies on 29th February. Both IT companies have been invited to conduct an IT audit and forward their recommendations. The IT Working Group have given a recommendation to purchase the highest specification Owl Labs Audio Video facility, having a 30 day refund option, for use at Council meetings at an approximate cost of £2000.

PF103/24 UK Shared Prosperity Fund - Grants via Rochford District Council

Applications to Rochford District Council for two applications suggested.

- Renovation of further High Street furniture.
- Renovations of the King George V public conveniences.

Closing date for applications 25th March 2024.

PF104/24 Snack Bar

To note that local solicitors have been approached, with the approximate fee to review the head lease being £300-£750, and £1,500-£2,000 for a full lease giving the protection required.

PF105/24 Floral Contracts

To note that letters of acceptance to be sent to chosen providers for the hanging basket and flower beds tender as per Communities Committee reference **COM9/24**.

PF106/24 Dementia Friendly Town

Cllr E Brewer to give a report and proposal for :

- Dementia Friendly Bus
- Music 4 The Brain
- Winter Café
- Mushroom Theatre

PF107/24 Special Educational Needs School Consultation

Essex County Council is holding a public consultation is taking place between Friday 23 February 2024 and Friday 5 April 2024, on a proposal to establish a new Special School on the Wolsey Park development, Rayleigh. The school will be for children aged 3-19 with Severe Learning Difficulties. It will be opened from Spring 2026.

<https://www.essex.gov.uk/schools-and-learning/schools/school-organisation-and-place-planning/consultations-and-statutory>

Closing date for submissions is 4th April 2024.

PF108/24 Barclays Bank Closure

To note the attached reply from Barclays Bank regarding the closure of its Rayleigh High Street branch.

PF109/24 Items for next agenda.