



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880
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VAT number: 830 7558 23

Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 12th February 2024 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.

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

Yours sincerely,

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

Ms E Ketley
Town Clerk 7th February 2024

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

143/24 Those present and apologies for absence.

To note those present and apologies for absence.

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

144/24 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.

145/24 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 with all participants expected to behave in a professional and constructive manner.

146/24 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.

147/24 Minutes of Town Council

Motion. The Council approves and sign the minutes of the Full Town Council meeting that was held on 11th December 2023 as a true record.

148/24 Chairman’s Engagements

17th December Carol Service at Celestial Church
18th December Christmas display presentations
30th December Visited Elouisa Neville the Christmas Card winner
7th January Celestial Church Thanksgiving service
11th January Grand Open Daikin Sustainable Home Centre
12th January Little Red Riding Hood Panto
16th January Guidewoods Grant Presentation
22nd January SCAFT Grant presentation – Attended by Cllr S Belton
22nd January Bar n Bus Grant presentation
6th February The Paint Box Grant Presentation - Attended by Cllr S Belton
9th February Visit to Daikin Sustainable Home Centre with MPs and Mayor of CP
12th February Mens Shed Grant Presentation

149/24 District and County Councillor’s updates.

To note Councillor updates.

150/24 Working Group Updates.

To note working group updates.

151/24 Outside Organisation Updates

To note outside organisation updates.

152/24 Finance

To receive a list of all payments for the period September - October 2023.

To receive a list of budgetary information on all accounts.

Bank balances as of 31st January 2024:

RTC Savings Account	£166,477.60
RTC Current Account	£103,739.03
RTC Deposit Account	£101,194.02
KGV Current Account	£ 27,300.25
PWLB	-£100,000

Ear Marked Reserves £125,945.87 (as of 6th February 2024)

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

- 153/24 Floral Contract**
The Council to resolve to exclude the public to consider tenders and conclude the decision for the hanging basket and flower bed maintenance contracts.
To consider tenders and the Rayleigh In Bloom Working Party recommendations for the hanging basket and flower bed maintenance contracts.
Hanging Basket Provision and Maintenance Contract
Flower Bed Maintenance
- 154/24 Telephone Kiosk**
As per communities meeting reference **COM55/23** to note that the adoption papers for the telephone kiosk in London Road are to be signed and returned to BT.
- 155/24 Community Safety Sub-Committee**
To agree the terms of reference.
Motion. To accept the terms of reference of the Community Safety Sub-Committee.
- 156/24 Sweyne Park Bridle Path**
To consider the attached proposal from Rochford District Council that Rayleigh Town Council contribute towards the costs of lighting for part of this area.
- 157/24 King George V Playing Field Kiosk**
To agree rent and appoint a solicitor to review the lease agreement.
- 158/24 St John Fisher Site**
To discuss authorising the purchase or rent of a solar bin at the St John Fisher site, as per the Environment Committees reference **E073/23** with funds to be taken from the John Fisher EMR.

Motion. To authorise the purchase of a solar/rent refuse bin at the John Fisher site with funds to be taken from the John Fisher EMR.
- 159/24 Chairman's Cadet - Rayleigh RAF Air Cadets**
To discuss whether to offer the position of Chairman's Cadet to shadow the Chairman at the year's events as requested by Rayleigh R.A.F. Air Cadets.
Motion. To offer the yearly position of Chairman's Cadet to the awarded cadet.
- 160/24 Consultations**
Essex Minerals Local Plan review 2025 to 2040
Review 6th February until 19th March 2024 details for submissions
<http://www.essex.gov.uk/minerals-review>
- 161/24 Barclays Bank**
To note that as requested a letter was sent to Barclays Banks expressing the Council's dissatisfaction that the Rayleigh branch is to be closed.

162/24 To Note and Ratify Committee Minutes :

To note and ratify all outstanding minutes of previous meetings of the following committees :

Planning Committee

Policy and Finance

Communities Committee

Environment Committee

Personnel Committee

163/24 Items for next agenda.