



Rayleigh Town Council
The Pavilion, King George V Playing Field,
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26th May 2024

Dear Member

You are hereby summoned to a meeting of the Planning Committee to be held on Monday 3rd June 2024 at 7.30pm at the Pavilion, Rayleigh Town Council, King George V Playing Field (entrance via Websters Way Car Park). The following business will be transacted.

Yours faithfully

Ms E Ketley
Town Clerk

Committee Members:

Cllr I Wilson
Cllr M Vernon
Cllr N Knell
Cllr K Knight
Cllr L Knell
Cllr V Wilson
Cllr B Newport
Cllr D Balding

P001/24 Chairman

To receive nominations for the Chairman

P002/24 Vice Chairman

To receive nominations for the Vice Chairman

P003/24 APOLOGIES FOR ABSENCE

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

P004/24 DECLARATIONS OF INTEREST

Declaration of Interests by members for any items on this agenda.

P005/24 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.

P006/24 PUBLIC FORUM

The meeting shall be adjourned for a maximum of 15 minutes to allow any members of the public present to speak on matters relating to this agenda only and each person shall speak for two minutes only. The meeting will recommence after the Public Forum.

P007/24 SUBSTITUTES

To be advised to the Town Clerk in advance.

P008/24 NON-COMMITTEE MEMBERS

To be advised to the Town Clerk in advance

P009/24 MINUTES OF THE MEETING HELD ON Monday 5th March 2024

To sign the Minutes of the Planning Committee meeting held on Monday 5th March 2024 (previously circulated).