



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
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Dear Member

You are hereby summoned to a meeting of the Open Spaces Committee to be held on Monday 29th July 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 following agenda and attachments are issued for the Council to take decisions as required. You are expected to consider this agenda and any related documents in advance of this meeting. If you have any questions to aid your decision-making process, you must inform the Clerk of OS, by close of business the Friday before the meeting, in order to allow time for this to be provided before the meeting.

Yours sincerely,

Ms E Ketley
Town Clerk

Councillors: J Burton, C Stanley, S-J Page, R Lambourne, E Brewer, R Linden, K Knight, L Knell, M O'Leary, N Gallop

AGENDA

OS15 Those present and apologies for absence.

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

OS16 Substitutes & Non-Committee Members Attending

OS17 Declaration of Interests

Members to declare their interest relating to matters on this agenda only.

OS18 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.

OS19 Minutes of the meeting held on 20th May 2024

Motion. Members to agree the minutes of the Environment & Open Spaces Committee held on 20th May.

OS20 Public Forum

The meeting shall be adjourned for 15 minutes for members of the public to speak. A maximum of 2 minutes will be allowed per speaker.

OS21 Correspondence

Email from Rayleigh Chamber of Trade chairman asking if one of their members could have a food unit in KGV or somewhere in Rayleigh.

Email from a resident of Stile Lane asking questions about maintenance of the grass and hedges etc of their unadopted road.

Email from a resident asking when the new bin will be installed in John Fisher as there is a lot of rubbish.

OS22 Solar bin location

To note the solar bin will be fitted in John Fisher as previously agreed. Elm cannot empty the bin in KGV, but Norse can in JF for £15 per visit.

OS23 Committee Budget & Work Plan

Members to discuss a budget and work plan for this committee for up to the next 3 to 4 years.

Members to note this year's budget.

OS24 Essex Youth Service

Members to note that Essex Youth Service continue to carry out the weekly detached sessions in the playing field. Essex Youth Service to email their report.

OS25 New Bookings

Any new bookings received up to the date of the meeting will be discussed.

3 weeks of 'Kids pop up Yoga', Mondays 10-10.45am commencing 29 July.

Rayleigh Methodist Church to offer free craft activities, either 25th July or 30th July.

OS26 Elms list from the meeting of 25/6/24

To note the progress that has been made.

OS27 To consider if needed to reduce the crown for 3 trees that are located next to the Pavilion and over the picnic tables.

Motion: to agree a quote to reduce the crown for 3 trees and from what budget the spend will come out of.

OS28 To propose extending the CCTV in KGV, to cover the entrances/exits and public areas, to monitor potential anti-social behaviour, and to explore a link to BBC/RDC CCTV room at Brentwood, with the associated links to the Police. With spend to come out of Community Safety EMR.

OS29 To consider obtaining quotes for 2 trees in the tree survey report that are flagged up as moderate priority.

At the meeting on 25/6/24 with Elm and 7 councillors, Elm pointed out several trees that they were concerned with. Elm advised that the council should have an x-ray survey (Elm are not qualified arboriculturists, this was their opinion).

In May last year RDC surveyed all the trees in KGV and flagged up 2 as moderate priority. RDC also advised the council to have a survey every 3-5 years. They have theirs done every 5 years.

Motion: To agree a spend to remove branches and/or tree as per the tree survey and from what budget the spend will come out of.

OS30 To agree to close the play area in KGV for 2 weeks in September for painting.

A company has offered their services free of charge to paint the fence surrounding the play area.

Motion: To agree to close the play area in KGV for 2 weeks.

OS31 Skate park street art Bar n Bus

Motion: To agree if Bar n Bus can hold a work shop with a professional artist, to paint parts of the skate park.

OS32 To agree a weekly rota to inspect the play equipment in John Fisher.

In line with the councils insurance, the play equipment should be inspected regularly. The inspection sheets should then be logged/emailed to the office.

OS33 Teen shelter

To discuss the upkeep of the Teen Shelter.

OS34 Pavilion toilets

To discuss the future of the toilets.

OS35 To consider further action on the pathway around the field in KGV.

RDC advised that before a H&S report is done, the trees/roots next to the path that are causing damage, should be looked at.