



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 15th May 2023 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.

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Yours sincerely,

Ms E Ketley
Town Clerk 10th May 2023

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 Page, C Pavelin, C Roe, B Smart, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

AGENDA

- 48/23 Those present and apologies for absence.**
Motion. The council to record and accept apologies for absence.
- 49/23 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.
- 50/23 Election of Chair**
- Closing remarks from the outgoing Chairman.
 - To receive nominations for Chairman of the Council for the coming municipal year.
 - The Chair will sign the Declaration of Acceptance of Office.
- 51/23 Appointment of Vice Chair**
To consider nominations for Vice Chair for the coming municipal year.

- 52/23 Presentation of Chairman’s Charity Award.**
- 53/23 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.
- 54/23 District and County Councillor’s updates.**
To receive a short report on matters relating to Rayleigh.
- 55/23 To review terms of reference**
Motion. The Council approves version 1.9 of the terms of reference for year 2023 -24
- 56/23 Appointment of members to committees and working groups.**
Motion. The Council approves version 1.1 of the committee membership for year 2023-24.
- 57/23 Appointment of members to serve on outside committees.**
Motion. The Council approves the 2023 list of representatives to outside bodies.
- 58/23 To agree the programme of meetings for 2023 - 2024**
Motion. The Council approves the 2023 -24 timetable of meetings.
- 59/23 Minutes of Town Council meeting.**
Motion. The Council approves the minutes of the Town Council meeting that was held on 11th March as a true record.
- 60/23 Finance**
a. To receive a list of all payments up to the end of March 2023.
b. To receive a list of budgetary information on all accounts.
Motion. The Council notes the budgetary information and confirms the working account balance of £72,128.12.
- 61/23 To receive the end-of-year accounting reports**
Motion. The Council notes the accounting reports.
- 62/23 To approve the AGAR governance statement**
Motion. The Council approves the governance statement for signature and publication.
- 63/23 To approve the AGAR financial statement**
Motion. The Council approves the financial statement for signature and publication.
- 64/23 Appointment of Town Clerk to issue dispensations in 2023 -2024**
Motion. The Clerk as Proper Officer to the Council will be authorised, where in his view it is appropriate, to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate.
- 65/23 General power of competence**
To note that the Town Council cannot exercise the general power of competence for the year 2023 – 2024.

- 66/23 Minute COM89/22 from the Communities Committee approved a spend of £4481.25 on the replanting of the flower beds (opposite the Travellers Joy, Pearsons Avenue, both sides of Sir Walter Raleigh Drive). Including other maintenance, this will take the spend over budget by the end of the year.
Motion. To accept the spend and move forward with the project.
- 67/23 **Correspondence**
None this month
- 68/23 **Consultations**
None this month
- 69/23 **John Fisher Playing field.**
To receive an update on progress.
- 70/23 **UK Shared Prosperity Fund**
To receive an update on progress.
- 71/23 **To note minutes from Planning committee.**
- 72/23 **To note minutes from the Environment Committee.**
- 73/23 **To note minutes from the Communities Committee.**
- 74/23 **Items for next agenda.**