



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

Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 11th December 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.

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 6th December 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-J Page, C Pavelin, C Roe, B Smart, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

AGENDA

126/23 Those present and apologies for absence.
Motion. The council to record and accept apologies for absence.

127/23 Declaration of members' interests.
Members of the Council are subject to paragraphs 6 (DPs), 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.

As the precept includes the personal allowances due to Councillors, the Clerk will issue a dispensation to allow the Council to set the budget as authorised by minute 64/23 as in their view, it is appropriate to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate.

128/23 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.

129/23 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.

130/23 Minutes of Town Council

Motion. The Council approves and sign the minutes of the Full Town Council meeting that was held on 9th October 2023 as a true record.

131/23 Chairman's Engagements

15th October Museum video premier
18th October Rayleigh in Bloom Awards
22nd October Breast Cancer Awareness event at Celestial Church
25th October QD Opening
4th November Lions Firework display
7th November RBL Fundraising event
10th November Grove School Remembrance Assembly
12th November Remembrance Parade
28th November Fashion Show Fundraiser
30th November Rayleigh Lights Switch on
2nd December RBL Christmas Fundraiser
2nd December RODS Pantomime
4th December S.C.A.F.T. Christmas Party
2nd December Pizza Florance 1 year anniversary
8th December R.D.C. Chairman Civic Carol Service
10th December R.R.A.V.S. Carol Service - attended by S Belton

132/23 District and County Councillor's updates.

To note Councillor updates.

133/23 Working Group Updates.

To note working group updates.

134/23 IT Sub-Committee

To discuss amending the IT Sub-Committee to a Working Group, to allow flexibility and offer additional membership to interested parties.

Motion. To amend the IT Sub-Committee to a Working Group and offer additional membership to interested parties.

135/23 Outside Organisation Updates

To note outside organisation updates.

136/23 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 October 2023:

RTC Savings Account	£166,477.60
RTC Current Account	£37,705.34
RTC Deposit Account	£303,676.90
KGV Current Account	£24,390.95
PWLB	-£100,000

Ear Marked Reserves £126,933.30 (as of 4th December 2023)

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

137/23 Rayleigh Town Museum

To note that Policy & Finance Committee agreed through their meeting on 27th November 2023 that Rayleigh Town Museum would receive an increased grant to £15,500 and recommend this is an annual allowance until their rent is reviewed in 2026.

138/23 Budget and Precept 2024-25

The Policy and Finance Committee recommended the attached budget for 2024-25.

Motion. The Council approves the proposed 2024 – 25 budget.

The draft band D tax base is presently 13,323 however have been informed that this may slightly change by January when the demand is presented to Rochford District Council.

Motion. The Council will set a precept of £473,405 remaining unchanged from the present financial year.

139/23 Correspondence

None this month

140/23 Consultations

Rochford District Council have a Street Trading Consultation that both residents and businesses can submit their opinions here <https://engagewithus.co.uk/2023-street-trading-policy> by 8th January 2024.

Rochford District Council have a Polling Place and Polling District Review whereby opinions can be submitted here <https://engagewithus.co.uk/polling-place-and-polling-district-review> 12th January 2023.

141/23 To Note and Ratify Committee Minutes :

To note and ratify all minutes of all previous meetings of the following committees that remain outstanding:
Planning Committee

Policy and Finance
Communities Committee
Personnel Committee

142/23 **Items for next agenda.**