



RAYLEIGH TOWN COUNCIL

The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD

Tel: 01268 741880

Email: clerk@rayleightowncouncil.gov.uk

VAT number: 830 7558 23

You are hereby summoned to a meeting of the **Policy and Finance Committee** to be held on **Tuesday 16th April 2024 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, Essex, SS6 8JD (entry via Websters Way) for the transaction of business as set out below.

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

Yours sincerely,

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

E Ketley

10th April 2024

Councillors: E Brewer, J Burton, E Callis, R Dray, R Lambourne, J Lumley, D Mercer, S-J Page, C Pavelin, C Stanley, I Ward.

PF110/24 Those present and apologies for absence.

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

PF111/24 Declarations of 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.

PF112/24 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.

PF113/24 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.

PF114/24 Minutes of last meeting.

Motion. The minutes of the Policy & Finance committee meeting held on 11th March 2024 are approved as true record.

PF115/24 Closure of meeting to press and public.

Motion. In accordance with s.1 of the Public Bodies (Admission to meetings) Act 1960 to resolve that, in view of the nature of the business to be discussed, it is in the opinion of the Committee advisable that the public and press be excluded, and they are instructed to withdraw. Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is not permitted during the closed session.

PF116/24 Snack Bar Rent

To put forward a motion and resolution for the period and amount of the annual snack bar rent.

PF117/24 Open to press and public.

PF118/24 Items for next agenda.