



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 Open Spaces Committee to be held on Monday 28th October 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 mid-day the Thursday 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

OS35 Election of Chair

OS36 Election of Vice Chair, if applicable

OS37 Those present and apologies for absence

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

OS38 Substitutes & Non-Committee Members Attending

OS39 Declaration of Interests

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

OS40 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.

OS41 Minutes of the meeting held on 29th July 2024

Motion. Members to agree the minutes of the Environment & Open Spaces Committee held on 29th July.

OS42 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.

OS43 Correspondence

A resident from Bull Lane called to report a rat problem, they said they are coming from KGV and asked what RTC can do about it.

Resident emailed to ask when the basketball nets and backboards will be replaced in John Fisher.

OS44 Committee Budget & EMRs

Members to note budget and EMRs.

OS45 The councils & Elm's work plan

Members to note the work plans that have been added so far and add any more, if appropriate.

OS46 To note the legal opinion that the council only has to maintain the boundary of KGV and Stile Lane and the council does not have to maintain the grass verge etc.

OS47 Pavilion toilets Working group report.

1) contact an architect with a view to explore the options to reconfigure the ground floor to refurbish/extend the toilets, and possibly reduce the size of the café kiosk

Action: the office

2) create a consultation questionnaire on toilet facilities in Rayleigh Town Centre to gauge public requirements.

Action: Jill Waight

OS48 Essex Youth Service and Bar n Bus

Members to note that Essex Youth Service & Bar n Bus continue to carry out the weekly sessions in the playing field. Essex Youth Service to email their report. Both have been invited to attend the meeting.

OS49 New Bookings

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

OS50 To note Cllr Stanley's report on John Fisher

OS51 To note the Rayleigh Girls & Boys Football club have a pay back team to help with jobs around their club house. Lay shingle, paint wooden posts, cutback bushes. The club are also going to fix the hole in the side of the club house and repair the water tower on top. Photos attached.

OS52 John Fisher – works to be agreed.

Motions:

- A) Hedge along the back of the field to be cut back – see attached.
- B) Car park lines to be re-painted – see attached.
- C) 5 a side pitch to be re-seeding by the goals and pitch leveling – see attached.

OS53 To agree Rayleigh Horticultural Society can replace their shed with a like for like basis at Lower Wyburns.

Motion: to allow the Rayleigh Horticultural society to replace their shed

OS54 To agree (as the land owner) to give permission to the 1st Rayleigh Scout group so they can undertake a survey by Essex and Suffolk Waters to see if the water pipes are lead. This is at the scout hut at Kenilworth Gardens.

Motion: to allow the scouts to have a survey.