



**RAYLEIGH TOWN COUNCIL**  
The Pavilion, King George V Playing Field, Bull Lane,  
Rayleigh, Essex, SS6 8JD  
Tel: 01268 741880  
Email: [clerk@rayleightowncouncil.gov.uk](mailto:clerk@rayleightowncouncil.gov.uk)  
[www.rayleightowncouncil.gov.uk](http://www.rayleightowncouncil.gov.uk)  
VAT number: 830 7558 23

Dear Member

You are hereby summoned to a meeting of the Environment & Open Spaces Committee to be held on Monday 17<sup>th</sup> July 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.

Yours sincerely,

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

Ms E Ketley  
Town Clerk

---

Councillors: D Belton, R Dowell, J Burton, C Stanley, D Sperring, J Lumley, C Roe, R Dray, D Mercer, S-J Page, C Pavelin,

#### **AGENDA**

- EOS37/23 Those present and apologies for absence.**  
**Motion.** The Council to record and accept apologies for absence.
- EOS38/23 Public Forum**
- EOS39/23 Substitutes**
- EOS40/23 Non-Committee Members Attending**
- EOS41/23 Declaration of Interests**  
Members to declare their interest relating to matters on this agenda only.
- EOS42/23 Minutes of the meeting held on 20 March 2023**  
Members to agree the minutes of the Environment & Open Spaces Committee held on 22<sup>nd</sup> May 2023
- EOS43/23 Correspondence**
- EOS44/23 Committee Budget & EMRs**  
Members to receive and approve budget.

- EOS45/23 To set up at Working Group to find funding sources.**  
The aim of the working group will be to find and investigate funding sources, fill out as much of the grant form as possible/do surveys etc then pass it onto the office to finalise and send off.
- EOS46/23 New Bookings**  
Any new bookings received up to the date of the meeting will be discussed.
- Rochford District Council are planning to put on a cost of living and health and wellbeing event on Saturday 30<sup>th</sup> September.  
This event would be free to all residents with the hope to provide cost of living support and to engage families in physical activity opportunities in the area. They would invite local clubs and services along to the day to provide as much information and to engage with residents. They would like to host at the King George's Playing field from 12-3pm.  
Lucy Terkelsen Public Health Improvement Officer, Castle Point Borough Council & Rochford District Council  
**Motion:** to accept the booking
- Yoga 4 All would like to deliver their free pop-up kids' yoga again this year 25 July 11am for 3 weeks.  
**Motion:** to accept the booking
- EOS47/23 Detached Youth Work**  
Report attached.
- EOS48/23 New inclusive play equipment for the play area in KGV**  
At the last Full Council meeting it was agreed for HAGS to start work. The office is waiting for a start date, they should be finished within 8 weeks. The rest of the equipment will be able to be used.  
RTC will be the first council in East Anglia to have the inclusive seesaw.
- EOS49/23 To discuss the quote to paint the coloured fence surrounding the play area in KGV.**  
£175 per panel for 37 panels, totalling £6,475.
- Motion:** to accept a quote for painting the coloured fence surrounding the play area in KGV.
- EOS50/23 Youth service report**  
See attached.
- EOS51/23 Plaque and scoreboard for the Petanque**  
Information attached.  
**Motion:** to purchase a scoreboard and plaque

**EOS52/23 New plaque for a bench**  
Cllr E Callis would like to buy a new plaque in memory of Nina Trippier, she was head of Wheatly Ward. Requested information & diagram showing where benches and plaques are in KGV attached.

**EOS53/23 Love Parks**  
See attached information.

**EOS54/23 Allotments - to consider raising the yearly charge.**  
Sweyne Park drive has been completed – see photos attached.  
After a site visit of all 4 sites the office sent out strongly worded emails and letters to tenants with untidy plots that need some work and plots that looked like they haven't been worked on this year.  
At the Lower Wyburn's site, the mare's tail is growing rapidly. Members of the allotment sub-committee met to discuss how to get rid of it. They agreed to obtain a quote for flattening it then covering it with tarpaulin for a month and ask RDC to spray it. Members also agreed to get quotes from new companies to trim overgrown plots that have been given up. The office and Cllr Sperring has met with 2 companies and has engaged their services.

After looking at the budget members to consider raising the yearly charge.  
The Town Council look after 160 plots over 4 sites around Rayleigh.  
Table of comparison rents attached.

**Motion: to raise the yearly charge of allotment plots**

**EOS55/23 John Fisher Open Space**  
The office contacted 2 primary schools who agreed to ask their schools councils to choose play equipment, with a budget for the John Fisher play area. The office delivered 2 play equipment brochures.

Review draft sub lease.