



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
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13th February 2023

Dear Member,

You are hereby summoned to a meeting of the **Communities Committee** to be held on **Monday 20th February 2023 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh SS6 8JD, (entrance via Websters Way Car Park) for the transaction of business as set out below.

Yours sincerely,

Ms E Ketley
Town Clerk

Councillors: C Roe, C Callis, R Dray, R Lambourne, S J Page, J Waight, J Sawford, I Ward, D Sperring, E Brewer, R Milne, D Belton (ex-officio) and D Mercer (ex-officio)

AGENDA

COM82/22 Those present and apologies for absence.

COM83/22 Declarations of Interest

Members to declare an interest in items on this agenda only.

COM84/22 Public Forum

COM85/22 Substitutes

COM86/22 Non-Committee Members Attendance

COM87/22 Approve the minutes of the Communities Meeting held on 17th October 2022

Members to approve the minutes of the Communities Meeting held on 17th October 2022 as a true record (as previously circulated)

COM88/22 Rayleigh Market

The Wednesday market continues to trade without any problems. The following charities/organisations have attended or are booked to attend in the future.

8th February 2023 – Dementia Awareness
15th February 2023 – Recycle School Clothing
17th May 2023 – Dementia Awareness

City Fibre and the Police will advise for dates for a market stall in due course.

COM89/22 Rayleigh in Bloom 2023

A Rayleigh in Bloom Working Group meeting was held on 14th February 2023. Copy of the working party notes are attached.

Members to agree the proposal provided by the contractor to replant four of the flowerbeds located around the town. The cost of this work will be £4,481.25. (details attached)

COM90/22 Primary School Quiz 2023

Members to note that Cllr B Smart has contacted the Primary Schools and many raised concerns due to the increase in infections/flu and were reluctant to participate in the event this year. Cllr B Smart will update the office when the schools return after half term.

COM91/22 St George's Day – Sunday 23rd April 2023

Members to note that the flag will be raised at the Pavilion to mark St George's Day on Sunday 23rd April at 10.00am. Members of Rayleigh FC could be invited to be present as they could be present in the playing field for a match.

COM92/22 Coronation of King Charles III – Saturday 6th May 2023

Members to note that a picnic style event will be held in the King George V Playing Field on Saturday 6th May 2023 to celebrate the Coronation of King Charles III. Members to receive a copy of the working party notes of the meeting held on 25th January 2023.

The Community Competition for Rayleigh in Bloom 2023 is to produce Coronation Bunting. This bunting will be displayed around the King George V Playing Field for the event. The closing date for entries is 21st April 2023. Assistance will be required for putting the bunting up around the High Street and the playing field. Official bunting and flag have been purchased.

All members have been emailed to assist on the day. To date the following will be present – Cllrs D Belton, S Belton, R Lambourne, C Roe, and I Ward.

COM93/22 Trinity Fair 2023 – Sunday 11th June 2023

Members to note that the Trinity Fair will be held on Sunday 11th June 2023. Members to receive a copy of the working party notes of the meeting held on 1st February 2023.

COM94/22 Remembrance Parade and Service – Sunday 12th November 2023

Members to note that a meeting with the Church Liaison Representative will be arranged in due course.

COM95/22 Christmas Lights Switch On Event 2023 – Thursday 30th November 2023

Members to note that a Christmas Lights Switch on will be held on Thursday 30th November 2023. Members to receive a copy of the working party minutes from the meeting held on 12th January 2023

COM96/22 Public Transport/Bus Shelters

Members to report any matters relating to the Town Council owned bus shelters.

Members to note the bus shelter noticeboards are updated by the following councillors.

- i. Cllr Smart – 2 x Downhall Road
- ii. Cllr Sperring- Lavers
- iii. Cllr Pavelin – Hatfield Road, (a new board has been received and needs to be installed)
- iv. Cllr Ward – Clarence Road/Grove Road, Grove Road/Ramparts, Adjacent 158 Grove Rd.

COM97/22 Emergency Bleed Control Cabinet

Members to note that the emergency bleed kit has been installed at the Crown Hill Toilet and the other will be installed when the defibrillator is installed at the pavilion in King George V Playing Field.

COM98/22 Community Speed Watch

Members to note that the Town Council office has been in contact with the Community Speed Watch Co-ordinator and it has been established which council members and volunteers wish to remain on this group. Only trained members may attend session and be present. The only councillors trained at present are Cllrs C Roe, I Ward, R Lambourne, J Newport and C Stanley.

A speed watch sessions was held on 3rd February 2023. 150 vehicles were recorded however none were doing over the required speed. This information has been passed on to the Co-ordinator to record.

The Community Speed Watch Co-ordinator can arrange training via zoom and at present Cllrs S J Page and E Brewer have been booked in. One member of public has also been booked in for training. Any other members wishing to be part of this group should inform the Town Council office so training can be arranged.

COM99/22 City Fibre

The Committee Chairman will give an update on City Fibre following a meeting held for RDC Councillors. Members to note that City Fibre plan to have a market stall during April to provide information to residents.

COM100/22 Town Centre improvement plan

Members to note that a Neighbourhood Plan training session is due to be held on 1st March at 7.30pm. All members have been invited to attend.

Members to receive any updates from the Town Centre Working Group.

COM101/22 Dementia Friendly Town Working Group

Members to receive any updates from the Dementia Working Group

COM102/22 Notice Boards

Members to report any matters relating to Town Council notice boards

Members to note the notice boards are updated by the following councillors

Cllr Smart- Rawreth Asda, Hambro Parade Shops

Cllr Pavelin – London Road Parade

Cllr Lambourne – The Chase Shops

Mr M Davies, Rayleigh Town Museum updates the notice board located at Rayleigh Station. The Town Council will send him information to update.

COM103/22 Footpath Representative

Mr M Davies to provide a report.

COM104/22 Rayleigh Town Museum

Mr M Davies to provide a report.