



RAYLEIGH TOWN COUNCIL  
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**Minutes of the Town Council meeting held on Monday 13<sup>th</sup> June 2022.  
The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, SS6 8JD**

**94/22 Those present and apologies for absence.**

Chair D Belton

Councillors S Belton, E Brewer, J Burton, C Callis, E Callis, R Dowell, R Dray R Lambourne,  
J Lumley, R Milne, J Newport, C Pavelin, B Smart, J Sawford, C Stanley, J  
Waight.

Also present The Locum Clerk, one member of the public.

**Resolved.** The council accept apologies for absence from Cllrs D Mercer, J Jacobs, C Roe, S  
Page D Sperring, I Ward. Proposed Cllr Belton and carried unanimously.

**95/22 Declaration of members' interests.**

There were declarations of interest from District Councillors R Lambourne, J Newport, C  
Pavelin, C Stanley and Essex County Councillors J Lumley and J Newport. Cllr Burton's son is  
a member of the football club discussed at minute 102/22. Cllr Waite declared an interest  
in the potential charity donation discussed at minute 103/22.

**96/22 Public forum**

The member of the public did not wish to speak.

Cllr Smart raised concerns about the homelessness and the conditions of homeless people  
on the street. Both items for discussion later.

**97/22 County and District Councillors' updates.**

Cllr James Newport reported on the traffic survey in Rayleigh North and gave a brief on the  
locality funding, inviting Councillors within Rayleigh North to put forward any applications  
for the funding.

**98/22 Minutes of Town Council meeting**

**Resolved.** The Council approves the minutes of the Town Council meeting that was held on  
16th May as a true record. Proposed Cllr D Belton and carried unanimously.

**99/22 Finance**

- a. To receive a list of all payments up to the end of April 2022.
- b. To receive a list of budgetary information on all accounts.

**Resolved.** The Council notes the budgetary information and confirms that the account balance of £361,597.09 matches the bank statement. Proposed Cllr D Belton seconded Cllr Dray and carried unanimously.

The clerk confirmed that the £30,000 transfer to Unity Trust Bank had been made, and the account was now active and in use. It was noted that the current account figure did not include the £10,000 held in the balancing account.

**100/22 Correspondence**

The council noted the thank you note from Timber Grove acknowledging the Chairman's fund donation.

Request for bus shelters. The Councillors noted that the original letter of complaint was about frequency of buses, the latest letter asked about provision of shelters. It was confirmed that the area had been assessed and was unsuitable for a shelter. It is understood that the County Council is still intending to adopt all the Town Council's shelters. The matter will be referred to County Councillor Lee Scott, the Transport Portfolio holder at his proposed meeting with the Town Council. The Locum Clerk was asked to draft a response to the letter.

**101/22 Consultations**

The National Grid East Anglia green proposal was noted, and it was agreed that it was outside the scope of the Town Council

**102/22 John Fisher Playing field**

The Locum Clerk has followed-up the initial enquiry to the Solicitor who will be providing an opinion on the lease and proposed sub lease. Notes from the meeting with the Football Club are available. In view of the poor response from BTMK, the Council may consider alternative legal service providers.

Some Councillors noted that the pavilion was declared as condemned by the District Council. It was explained that condemned in this context does not mean unsafe and unfit, it refers to financial viability from the District Council's point of view.

In response to questions about exclusivity of access, it was explained that the Football Club was asking for exclusive use of the pavilion. Outside of match and training times, the public would have unrestricted access to the grounds although the Club would maintain the grass to match standard. The pitches will be maintained professionally, and the Club would manage the bookings in exchange for the use. The pavilion would be restored at the Club's expense, any changes to design or use would require planning permission and landlord's consent.

Concern was expressed about parking during matches. The Club and the District Council did not expect an increase in parking at that site as it is not suitable for tournaments. The field is exclusively for junior football and the Club will manage parking.

There are no public toilets planned, but the pavilion toilets will be available for competitors.

It was agreed that litter and vandalism could be a problem and the lack of bins could lead to waste and broken glass in some areas. The sub-lease will detail the responsibilities of all parties.

In a wider context, the Town Council wishes to preserve the field for public use. If successful, there is no reason why the other play areas could not be taken on. There may be s106 money available from the District Council.

**103/22 To consider matching the regalia expenses with a public utility grant.**

At the last meeting, it was proposed that the council matched the funding allocated to past chairman's regalia with an equivalent sum given to a charity with Dementia and Alzheimer's charities being suggested along with the memorial charity for the late Cllr Cannell. The Council noted that all residents and organisations could request support from the council through the grants process.

**Motion.** The council will make a grant award of £700 to a local charity to match the expenditure on regalia subject to confirmation of use. Proposed Cllr Waite seconded Cllr Stanley. Before proceeding to a vote, the motion was withdrawn. The matter needs more consideration and can be forwarded to Policy and Finance Committee to review the matter, then to Communities Committee for a decision.

**104/22 To consider funding opportunities**

Councillors to provide recommendations for

- a. Locality budget
- b. Community Initiative Fund.

**105/22 Date for Neighbourhood Planning briefing.**

**The Clerk will arrange dates for**

- a. An initial briefing on neighbourhood planning.
- b. A formal training onsite training day for planning and neighbourhood planning.

**106/22 To note preparations for Rayleigh in Bloom**

The judging date has been confirmed as the July 8<sup>th</sup>.

**107/22 To receive an update on CCTV installation.**

The project is awaiting a response from Southend City Council and expression of interest from Chelmsford City Council for the provision of monitoring facilities. Council will be updated via the CCTV working group.

**108/22 To note minutes from Planning committee.**

The Committee reported that they experienced difficulties in getting the information needed to make their decisions.

**109/22 To note minutes from the Environment Committee.**

No meeting

**110/22 To note the minutes from the Personnel Committee meeting.**

No meeting

**111/22 Chair's engagements**

Raising the Jubilee flag.

Attended the lighting of the District Council's Beacon with the Vice Chair.

Attended a charity event in support of the late Sir David Amess charities at the Westcliff United Reform Church. The event, 'Southend City Celebrates' was a Promenade Concert with the Essex Concert Orchestra and the Southend City Chorus.

Attended the Trinity Fair event with the Vice Chair.

The Vice Chair attended the opening of the Rayleigh Station Community Garden

**112/22 Items for next agenda.**

Review of Councillor's basic allowance.

Cultural Heritage.

Protocol for accepting apologies.

State of Pedestrian crossings.

Homeless – clarification of procedure for management.

Dementia Policy and funding.