



RAYLEIGH TOWN COUNCIL
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Minutes of the Town Council meeting held on **Monday 16th May 2022 at 7.30pm**
The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, SS6 8JD

66/22 Those present and apologies for absence.

Chair Cllr Milne (until 68/22). Cllr Mercer (from 68/22)

Councillors S Belton, E Brewer, J Burton, C Callis, E Callis, R Dray, J Jacobs, R Lambourne, J Lumley, D Mercer, R Milne, J Newport, C Pavelin, C Roe, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

Also present Locum Clerk, Marcus Hotten for item 85/22. Two members of the public

Resolved. The council to record and accept apologies for absence from D Belton, R Dowell, S Page, B Smart. Proposed Cllr Milne carried unanimously.

67/22 Declaration of members' interests.

There were declarations of interest from District Councillors R Lambourne, J Newport, C Pavelin, D Sperring, C Roe, C Stanley, I Ward and Essex County Councillors J Lumley and J Newport. Cllr Sperring declared a specific interest as the District Council Portfolio Holder for environment with responsibility for John Fisher Playing Field.

68/22 Election of Chair

- a. Closing remarks from the outgoing Chairman.

Cllr Milne reflected on a mixed year due to the tragic loss of Mr Shorter and Cllr Cannell as well as the continuing restrictions caused by the Covid pandemic. Most of the public events and many of the Council's meetings were cancelled, but thankfully the Council is getting back on track this year. He thanked the Members for their work in the background to improve the systems and preparing to make things even better for the future.

His thanks also go to the local businesses and residents who raised over £1,500 for the Chairman's Charity which this year benefitted the FitzRoy transforming lives charity in Timber Grove. Mark and Mel attended to collect the cheque.

In response, Cllr Sperring on behalf of the council and the residents thanked Cllr Milne for his work and commitment throughout a difficult year.

- b. Cllr Mercer was nominated by Cllr Sperring seconded Cllr Burton. With no other nominations, Cllr Mercer was elected unanimously.
- c. The Declaration of Acceptance of Office was signed and countersigned in the presence of the Proper Officer.

69/22 Appointment of Vice Chair

Cllr D Belton was nominated by Cllr Sperring seconded by Cllr Jacob. Cllr Waight was nominated by Cllr Newman seconded Cllr Lambourne. Cllr D Belton was appointed Vice Chair.

How much was spent on deliverables and how much spent on consultancy. How much was spent in Rayleigh? Deep cleaning of high street. Lesson have been learned, and the intention is to work more closely with the district.

70/22 Public forum

Museum appreciate the annual grant; it is a great help. New members are invited to visit the museum. The Council agree that it is an asset to the town.

Marcus Hotten attended to discuss the Welcome Back Fund. The Town Council was disappointed with the amount spent. Mr Hotten pointed out that Rayleigh did not have a town centre manager, the timescale was short, and it was difficult to find out what was needed. The current fund is out of time, but more funding is on the way. To deliver improvements to the community, the Council were advised that they need a place-centric view of what the town centre is about. This will be led by the Town Council to identify the needs of the town and take forward the best ideas and co-ordinate between the District and the Town to get more for the money.

In response, the Council pointed-out that the Committee that identified the needs, but nothing happened other than an artificial sense of urgency. Mr Hotten advised that the Welcome Back Fund was revenue-based and very specific in what it could do. Specific information will be sent through to the council. The Council was advised that it would benefit from having a town centre manager. The Town Council now has a communities committee and there is a chamber of trade who can produce a proposal for the district council to work on. A high street improvement plan will be required– **refer to communities committee to develop a programme.**

71/22 County and District Councillor’s updates.

County Cllr Lumley reported that Recycling Centre will become appointment-only in June. Met with Cllr Lee Scott the portfolio-holder for Highways Maintenance and Sustainable Transport who would like to come to a meeting of the council to discuss issues of concern to the town. Cllr Scott has appointed a deputy to supervise highway maintenance. The pothole scheme continues and allows each County Councillor to nominate thirty-six potholes per division for priority attention. This will be managed in two tranches of eighteen, so with two divisions the Town Council gets seventy-two in total.

The Locality Fund will continue but with some changes with a split between £5,000 for the Ward and £5,000 merged into the district for levelling-up fund. Specifically, special needs children and young people not in education, employment, or training to benefit. The Local Highways Panels have been reviewed and changes are being considered. Cllr Scott may

give an update but there will be less money in future and there is a proposal for a master fund for all of Essex.

District council. No update.

72/22 Appointment of members to committees and working groups.

With the following amendment - Cllr Milne to serve on Communities Committee.
The membership list was approved as published.

73/22 Appointment of members to serve on outside committees.

The appointments were approved as published.

74/22 To agree the programme of meetings for 2022 - 2023

The programme of meeting was approved as published.

75/22 Minutes of Town Council meeting

Resolved. The Council approves the minutes of the Town Council meeting that was held on 11th April as a true record. Proposed Cllr Mercer and carried unanimously.

76/22 Finance

- a. The Council received a list of all payments up to the end of March 2022.
- b. The Council received a list of budgetary information on all accounts.

Resolved. The Council notes the budgetary information and confirms that the account balance of £204,956.42. Proposed Cllr Mercer and carried unanimously.

77/22 To receive the internal auditor's report and note the actions or recommendations.

Resolved. The council notes the audit report. Proposed Cllr Dray seconded Cllr Mercer and carried unanimously.

78/22 To receive the end-of-year accounting reports

Resolved. The Council notes the accounting reports. Proposed Cllr Dray and carried unanimously.

79/22 To approve the AGAR governance statement

Resolved. The Council approves the governance statement for signature and publication. Proposed Cllr Mercer and carried unanimously.

80/22 To approve the AGAR financial statement

Resolved. The Council approves the financial statement for signature and publication. Proposed Cllr Mercer and carried unanimously.

81/22 Appointment of Locum Clerk to issue dispensations in 2022 -2023

Resolved. The Locum Clerk as Proper Officer to the Council will be authorised, where in his view it is appropriate, to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate. Proposed Cllr seconded Cllr and carried unanimously.

82/22 General power of competence

The Town Council must conduct an annual review to ensure that it continues to be eligible to use the General Power of Competence. Members to note that the Town Council

complies with both conditions; the Town Clerk holds an appropriate qualification and the number of elected members exceeds two thirds of the total number of Councillors.

Resolved. The Council confirms its eligibility to exercise the general power of competence for the year 2022 – 2023. Proposed Cllr seconded Cllr and carried unanimously.

- 83/22 Correspondence**
None this month
- 84/22 Consultations**
None this month
- 85/22 John Fisher Playing field**
To receive an update on progress.
- 86/22 Census of cultural heritage**
FMR consultants will be invited to a later meeting.
- 87/22 To note the grant from RDC - CCTV**
The grant was noted. Work to commence as soon as a specification is agreed.
- 88/22 To receive an update from the Welcome Back funding for Rayleigh.**
The update was noted.
- 89/22 To receive the notes from the Community Safety Working Group CCTV meeting.**
The minutes were noted.
- 90/22 To note minutes from Planning committee.**
- 91/22 To note minutes from the Environment Committee.**
- 92/22 To note the minutes from the Personnel Committee meeting.**
The minutes were noted.
- 93/22 Items for next agenda.**
Review of Councillor's basic allowance.
Matching expenses for regalia with charitable grant.