

Rayleigh Town Council

MINUTES OF THE PLANNING & HIGHWAYS COMMITTEE MEETING HELD

3rd January 2022 at 7.30pm at Rayleigh Town Council, The Pavilion .

Committee Members Present :- Cllr S Belton
Cllr C Callis
Cllr E Callis
Cllr R Dowell
Cllr J Jacobs (Chairman)
Cllr B Smart
Cllr J Waight

Also in Attendance :- Miss K Gaiger - Deputy Town Clerk
Mr J Broome - Administration Assistant

Mrs E Ketley - Town Clerk

P&H91/22 APOLOGIES FOR ABSENCE

The Committee Chairman informed members that due to Rochford District Council changing their website the plans to be discussed at this meeting had not be loaded. The Town Council staff had been promised these would be sent by email by 6.30pm however these were not received. Therefore this planning committee meeting will not be held due to insufficient information. The planning meeting will take place on Monday 9th January 2023 at 7.00pm and must be finished in order for Full Council to commence at 7.45pm. The Committee Chairman thanked the office staff for their work in trying to resolve this matter.

The Meeting closed at : 7.35pm

Signed : _____ Chairman Date: _____

On behalf of :- Rayleigh Town Council