



**RAYLEIGH TOWN COUNCIL**  
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Environment & Open Spaces Committee held on 17 July 2023

## Minutes

### **EOS37/23 Those present and apologies for absence.**

Present:

Members: D Belton, D Sperring, C Roe, D Mercer, C Pavelin

Apologies: R Dray, J Burton, S-J Page

Also in attendance: Mrs K Smiles Committee Clerk

Members of Public: 2

Not present: R Dowell, C Stanley, J Lumley

**Resolved.** Members accepted apologies.

### **EOS38/23 Public Forum**

2 members from Celestial Church advised the committee that they would like to hire KGV on 24th September 2023 for 200 to 300 people. They would like to hire the part of the field, which is next to the Eastwood Road, for a festival event for their Church.

**Action:** the office to respond

### **EOS39/23 Substitutes**

Cllr E Callis attended as a substitute for Cllr Dray.

**Action:** Noted

### **EOS40/23 Non-Committee Members Attending**

Cllr C Callis

**Action:** Noted

### **EOS41/23 Declaration of Interests**

Cllrs D Belton and D Sperring and declared a non-pecuniary interest in matters relating to Rochford District Council by virtue of being a member.

Cllrs E & C Callis declared a non-pecuniary interest in EOS52/23

### **EOS42/23 Minutes of the meeting held on 22<sup>nd</sup> May 2023**

Matter of facts: EOS22/23 - It states Cllr Bruce instead of Cllr Smart (or Cllr B Smart) and EOS 27/23 Re Pickleball - "meet with the contractor" (not contract)

**Resolved.** Incorporating the matters of fact, all Members agreed to approve the minutes of the Environment & Open Spaces Committee Meeting.

### **EOS43/23 Correspondence**

Email from Elm Horticulture requesting the council put up additional signs for dog owners to pick up after their dogs at Lower Wyburn woods. Their staff were covered with dog mess when they strimmed the area.

**Action:** The office to purchase additional signs. Spend to come out of Lower Wyburns (4249) budget.

**Action:** Members agreed and noted the above information.

**EOS44/23 Committee Budget & EMRs**

Members received the committee budget & EMRs.

**Action:** noted

**EOS45/23 To set up a 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.

**Resolved:** Failed, members did not think it was viable to set up a working group to source grants as it can be a full-time job and you would ideally need experience.

Also, most funding requires the idea/project to have been formed prior to funding being sourced. They agreed it was the job of a councillor to come up with the ideas of a project and then look for potential funding via the office or a third party organisation.

**Action:** noted

**EOS46/23 New Bookings**

Any new bookings received up to the date of the meeting will be discussed.

Rochford District Council - cost of living and health and wellbeing event on Saturday 30<sup>th</sup> September.

**Action:** the office to ask RDC to complete an application form and give 1 week to return it.

Yoga 4 All - 25 July 11am for 3 weeks.

**Resolved:** members agreed to accept the yearly booking.

**Action:** the office to advise both organisers.

**EOS47/23 Detached Youth Work**

Refer to EOS50/23

**EOS48/23 New inclusive play equipment for the play area in KGV**

Hags advised the play equipment will take 6-8 weeks to complete. They will start 29<sup>th</sup> August and the office will have a pre-meeting with them 26<sup>th</sup> July. 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. The office has contacted Hags to ask for an updated 3D drawing so it can be advertised to the public.

**Action:** noted & the office to ask if Hags can delay the installation by 1 week so it will be after the summer holiday. If delaying Hags by 1 week results in a longer delay we are to proceed with the 29<sup>th</sup> August.

**EOS49/23 To discuss the quote to paint the coloured fence surrounding the play area in KGV.**

Members thought that £6,475 was expensive and they would look at alternative solutions.

**Action:** members to look at community services, probation services and local contractors who may have social value to deliver.

**EOS50/23 Youth service report**

Members noted the report.

**EOS51/23 Plaque and scoreboard for the Petanque**

Members discussed the various scoreboards and prices. The preferred one was weather proofed on a foam board and cost £27.50.

**Resolved:** to purchase a scoreboard and plaque for £27.50. Spend to come out of the KGV trust budget.

**Action:** the office to purchase the scoreboard and obtain quotes for a plaque with the rules of petanque and the date opened by Cllr D Mercer on the bottom of the plaque as previously agreed.

**EOS52/23 New plaque for a bench**

Cllr E Callis would like to buy a new plaque and bench by the Petanque commemorating the memory of Nina Trippier.

After reviewing the requested information & diagram showing where benches and plaques are in KGV, members asked Cllr Callis to email the office the wording of the plaque.

**Resolved:** to accept the new plaque on the existing bench, paid for by Cllrs E & C Callis.

**Action:** The office to chase the contractor to turn around the bench. Cllr E Callis to email the office the wording.

**EOS53/23 Love Parks**

Every local authority that signs up for Love Parks 28/7-6/8 2023 will receive a digital resource pack to help activate the campaign in their local area.

**Action:** the office to sign up for the campaign

**EOS54/23 Allotments - to consider raising the yearly charge.**

Sweyne Park drive has been completed. Spend to come out of the allotment ERM. 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 to 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.

The shed at Sweyne Park allotment site has been delivered. Spend to come out of allotment budget.

Cllr Sperring advised members that ex-Cllr Jack Lawman planted 5 trees at Lower Wyburns but they have all died. Cllr Sperring to source more trees.

**Action:** noted, office to chase the environment agency to clear the ditch at Lower Wyburns

After looking at the budget members to consider raising the yearly charge, in line with other councils.

The Town Council look after 160 plots over 4 sites around Rayleigh.

Members requested the following motion be put forward to Full Council: Members to review current allotment fees with a view to increasing them in line with other local authorities in the area and to consider an annual increase thereafter.

**EOS55/23 John Fisher Open Space**

The office contacted 2 primary schools who agreed to ask their school councils to choose play equipment, with a budget of £35k for the John Fisher play area. Unfortunately, the play equipment brochures and their websites did not have the prices, so the children listed what equipment they wanted. As the office only received this information on the day of the meeting, members were given a printed copy.

**Action:** office to contact Hags for a quote and ask them to incorporate at least 1 piece of equipment from both schools.

Cllr Sperring reported that the hedge needs cutting, and the council need to purchase extra rubbish and dog bins. Spend to come out of JF EMR.

**Action:** the office to obtain quotes for bins, Cllrs Belton to email the office alternative bin quotes.

Cllr Sperring to request RDC to cut the hedge in line with nesting rules.

The office to ask one of their contractors to trim around the carpark & tidy play area.

**Review draft sub lease**

This item was deferred as members were informed that the lease is still under negotiations between the council's solicitor and the football clubs.

Meeting finished at 9.15pm

Chairman

Chairman Signature ..... Date.....