



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field, Bull Lane,**  
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**Minutes of the meeting of the Town Council**  
**Held on Monday 9<sup>th</sup> October 2023 7.30pm**  
**At The Pavilion, King George V Playing Field, Rayleigh.**

**109/23 Those present and apologies for absence.**

**Councillors present :** D Belton, S Belton, E Brewer, C Callis, E Callis, R Dray, D Mercer, J Newport, C Pavelin, C Roe, B Smart, C Stanley, J Waight, I Ward.

**Absent:** Cllr S-J Page

**Also present:** Town Clerk

**Motion.** The council to record and accept apologies for absence from Cllrs J Burton, R Dowell, J Jacobs, R Lambourne, J Lumley, R Milne, J Sawford, D Sperring.

**110/23 Declaration of members' interests.**

All members of District and County Councils present, declared their interests.

**111/23 Code of Conduct/Civility and Respect**

It was noted that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy.

**112/23 Public forum**

No Members of the public were present.

**113/23 Minutes of Town Council**

**Resolved.** The Council approves and sign the minutes of the Full Town Council meeting that was held on 31<sup>st</sup> August 2023 as a true record.

**114/23 Annual Town Meeting**

It was noted that the date 14th March 2024 has been booked for the Annual Town Meeting which is to take place at Sweyne Park School at 7.30pm

**115/23 Chairman's Engagements noted**

19th July	Anglia in Bloom Judges Tour
20th July	Oxygen Bounce Parking Official Opening
23rd July	Kirste 5 mile Race
29th July	Craft Shopping Village Fundraising Market
29th July	Lions Disabled Sports Day
2nd August	Pre Loved Market Fundraiser with £605.28 being raised
7th August	Timber Grove 40 year anniversary
18th August	National Trust 100 year anniversary at Rayleigh Mount

3rd September	Merchant Navy Flag Raising
10th September	Make your Market Rochford Launch
16th September	Celestial Church of Christ Food Bank Launch
20th September	Anglia in Bloom Awards
20th September	Fitzwymar Annual Awards
29th September	Rayleigh Cadets Mess Dinner and Awards
30th September	Rayleigh Guides Fundraising Event
1st October	Nanny Kays Farm Shop 3rd Anniversary
4th October	Breast Cancer Awareness Stall in market

**116/23 District and County Councillor's updates.**

**Proposal:** Future updates by District and County Councillors to be submitted and circulated in writing prior to each Full Council meeting.

**Proposed:** Cllr D Belton

**Seconded:** Cllr I Ward

**Vote:** **Carried**

**Cllr J Newport:** reported from Essex County Council;  
A public consultation has been launched for recycling.  
Street lights – no update.  
Pot holes – no update. Cllr T Cunningham will now take over from Cllr L Scott as the cabinet member at Essex County Council responsible for highways, infrastructure and sustainable transport.

**117/23 Working Group Updates.**

**Proposal:** Future updates by working groups to be submitted and circulated in writing prior to each relevant meeting.

**Proposed:** Cllr D Belton

**Seconded:** Cllr I Ward

**Vote:** **Carried**

Cllr J Waight reported that the Members Allowance Working Group had minimal response to their questionnaire with an imminent meeting due to take place.

**Proposal.** To approve an Eco-Audit of Rayleigh Town Council and King George V Field Trust assets via Rochford District Council free of charge.

**Proposed:** Cllr J Waight

**Seconded:** Cllr D Belton

**Vote:** **Carried**

An expression of interest was lodged to "Start A Refill Scheme".

**Proposal.** To make an application to start a water refill scheme in Rayleigh.

**Proposed:** Cllr J Newport

**Seconded:** Cllr D Belton

**Vote:** **Carried**

A quote has received for water bottle filling station at KGV £2,500 filling for Climate Change working group.

**Proposal:** To obtain quotes for both KGV and John Fisher to install a water filling stations.

**Proposed:** Cllr J Newport

**Seconded:** Cllr C Stanley

**Vote:** Carried

**118/23 Outside Organisation Updates**

Cllr J Newport requested that the representative for the Community Safety Partnership give their update at the next Full Council meeting.

**Proposal:** Future updates by outside organisations to be submitted and circulated in writing prior to each Full Council meeting.

**Proposed:** Cllr D Belton

**Seconded:** Cllr I Ward

**Vote:** Carried

**119/23 Finance**

The Council noted:

A list of all payments for the period June - August 2023.

A list of budgetary information on all accounts.

Bank balances as of 31<sup>st</sup> August 2023:

RTC Savings Account	£166,477.60
RTC Current Account	£130,145.20
RTC Deposit Account	£301,668.42
KGV Current Account	£24,123.98
PWLB	-£100,000

**Resolved.** The Council notes the budgetary information and confirms the working account balance

**120/23 Communities Committee**

To note that the Communities Committee agreed:

- Communities Committee budget for 2024 – 25
- Increase market stall pitches from £18 to £20 from January 2024
- Floral contract will go out to tender.
- Rayleigh In Bloom presentation 18<sup>th</sup> October at Holy Trinity Church
- Remembrance Parade and Service 12<sup>th</sup> November
- Christmas Light Switch on 30<sup>th</sup> November

To note that Cllr J Waight wishes to attend the next Rayleigh In Bloom meeting.

**121/23 Environment Committee**

To note that the Environment Committee agreed:

- King George V Playing Field play equipment upgrade project is in progress.
- Score board and plaque to be sourced for the pétanque pitch
- Bench adjacent to pétanque to be moved to face the pitch
- Under minute reference EOS54/23, Full Council members to review the current annual allotment fees in line with other local authorities in the area.

**Proposal.** Full Council to increase the yearly allotment rent in line with other local authorities in the area, and to consider forming an allotment association via a consultation of the allotment holders and an allotment sub-committee during early November to report back to Full Council in December.

**Proposed:** Cllr D Belton

**Seconded:** Cllr R Dray

**Vote:** Carried

**122/23 Correspondence**  
None this month

**123/23 Consultations**  
None this month

**124/23 Committee Minutes noted :**  
Planning Committee minutes of 3<sup>rd</sup> July 2023  
Policy and Finance minutes of 25<sup>th</sup> September 2023 to be deferred.  
Communities Committee minutes of 18<sup>th</sup> September 2023

**125/23 Items for next agenda.**  
Members allowances.  
Allotment update.  
Community safety meeting update.

**Meet closed at 8.43pm**

Signature .....

Date .....