



RAYLEIGH TOWN COUNCIL
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Environment & Open Spaces Committee held on 16th October 2023

Minutes

EOS56/23 Those present and apologies for absence.

Present:

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

Apologies: R Dray, J Lumley, C Pavelin

Also in attendance: Mrs K Smiles Committee Clerk

Members of Public: 1

Not present: J Burton, S-J Page, R Dowell, C Stanley,

Resolved. Members accepted apologies.

EOS57/23 Public Forum

1 member of the public talked to members regarding their interest in the snack bar. Members asked about H&S, public liability etc, if they were local, what drinks and food they would like to do.

They have not run a snack bar before, they will keep hot drinks, like to do toasties. they can start asap and would like to open it every day.

Action: the office to arrange for the member of the public to meet the outgoing snack bar holder. Email copy of lease to members and to the member of the public. Check for any procurement rules.

EOS58/23 Substitutes

Cllr C & E Callis attended as a substitute for Cllrs R Dray, J Lumley

Cllr S Belton attended as a substitute for Cllr Pavelin

EOS59/23 Non-Committee Members Attending

None.

EOS60/23 Declaration of Interests

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

EOS61/23 Minutes of the meeting held on 17th July 2023

Resolved. All Members agreed to approve the minutes of the Environment & Open Spaces Committee Meeting.

EOS62/23 Correspondence

Email from an allotment tenant at Kenilworth Gdns requesting a 3rd gate for the site for safety.

Members discussed the installation of a third gate but felt at this time it would not be appropriate. However the matter will be discussed with the site rep and

Allotments sub-committee and will come back to EOS in the future should views change.

Action: the office to arrange an allotment sub-committee meeting.

Request for a plaque to go on a bench in KGV playing field.

Members agreed wording is too long and not appropriate or in keeping with other plaques. It should just be: name, dates, in memory of or missed by all etc.

Action: the office to ask them what they are looking to spend and if they want to sponsor a brand-new bench in the rose garden.

Email from the snack bar in the pavilion, they wish to give notice after 9 years due to a change in circumstances.

Action: noted see EOS57/23

Email from a potential snack bar tenant expressing an interest.

This item was discussed EOS57/23

Email from a petanque player requesting more benches surrounding the pitch.

Members agreed there would be room and this was a nice idea.

Action: The office to obtain a quote for 1 bench and installation cost and ask if they would like to sponsor the cost of the bench.

KGV contractor contacted the office with concern regarding the daily amount of rubbish knives and drug paraphernalia in the hedge at the teen shelter. They feel that the removal of the hedge would open up the area, give more exposure and hoard less rubbish.

The Clerk with the Chairs approval asked them to remove it.

Action: noted

EOS63/23 Committee Budget & EMRs

Members received the committee budget & EMRs.

Action: Members agreed and noted the above information

EOS64/23 New Bookings

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

There were no new bookings.

EOS65/23 Essex Youth Service in KGV

Report was previously distributed.

Action: Noted, members were very pleased with the continuing progress.

EOS66/23 New inclusive play equipment for the Play Area in KGV

HAGS has finished the installation with RTC as the first council in East Anglia to have the inclusive seesaw.

Unfortunately, the belt buckle on the seesaw has already been cut by someone so the new buckle will be kept in the shed. Where the buckles are now kept has been advertised on Facebook and a sign will be put on the play areas fence. The buckles are £125 to replace.

Action: noted. The chair to arrange a photo shoot to advertise the new equipment.

- EOS67/23 To discuss opening times for KGV and signage.**
 A councillor had received emails complaining the park wasn't open at 7am as per the signage. The contractors start at 7am and work their way around the field opening gates but if they spot glass, they will deal with that first.
Action: the office to laminate signs saying: the playing field opens from 7am subject to safety inspections at 7am. Please note this means it could be slightly later.
 Ask the contractors to open the carpark gate first.
- EOS68/23 To discuss the recycling for large gas bottles collected in KGV.**
 The council's contractor collected a large number of large gas canisters from around the park and teen shelter. The local tips do not take them, but the office managed to have them collected free of charge from a scrap metal trader with a waste trading licence.
Action: noted
- EOS69/23 To set up a working group to discuss upgrading the public toilets in the Pavilion.**
 The toilets are in need of upgrading.
 Members discussed extending the Pavilion for the toilets.
Action: members agreed it was too early to set up a working group, members to explore the options.
- EOS70/23 To set up a working group to discuss putting roofs over the picnic benches in KGV.**
 The picnic benches are situated under trees and are constantly covered with bird droppings and tree sap.
 Members agreed it was too early to set up a working group.
Action: The office to look at quotes for options with metal uprights.
- EOS71/23 Noticeboard with a plaque to display the rules and scoreboard for the Petanque.**
 Members could not find a suitable noticeboard.
Action: members to look at alternative designs.
- EOS72/23 John Fisher Open Space - hedge cutting**
 To note RDC quote to cut the hedge.
 Visit 1 £525.44 +VAT Vegetation around bins to be cleared, and then the rest of the hedgerow to be made tidy for future maintenance.
 Visit 2 £499.93 +VAT In the winter the tractor and side-arm flail will visit and spend the day reducing the vegetation back further. Waste will be smashed up by the flail and will not be taken away (most of it will be shot into the hedgerow).
 Visit 1 was done a while ago. Visit 2 is booked in for 4/11/23.
Action: noted
- EOS73/23 John Fisher Open Space to agree to purchase litter bins.**
 Members discussed Solar bins as they reduce waste collection by 90%, they light up, they alert when they are full and business can advertise on them. Members agreed to trial one bin.
Resolved: Cllr D Belton proposed to purchase one solar bin, one battery and software, up to £3,815, subject to three quotes. Seconded by Cllr Mercer and all in approval.
 Future purchase of bins to be looked at, at a future date.

Action: the office to put to full council to purchase or lease one solar bin and ask Southend council for their feedback on their solar bins.

EOS74/23 John Fisher Open Space - play area. To agree the quote for the new play equipment.

Members agreed that this needs to be put on contract finder.

Action: the office to put the tender on contract finder for 30 days for improvements to the play area with a maximum budget of £50,000 to include groundwork.

EOS75/23 John Fisher Open Space - Updates from Tenants

Football club have started application process for the pavilion.

The football club said they will attend future meetings.

Action: noted.

EOS76/23 Review allotment tenancy to include small ponds.

Members agreed that due to the pond on plot LW75 now being established with wildlife, the office will keep it under constant review.

The office to spot check allotment tenancies after 2019 to make sure clause 35 is there and to make sure any tenants contracts prior to 2019 have signed the newer version.

Meeting finished at 9.22pm

Chairman

Chairman Signature Date.....