



RAYLEIGH TOWN COUNCIL
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Environment & Open Spaces Committee held on 25th March 2024

Minutes

EOS18/24 Those present and apologies for absence.

Present:

Members: D Belton, D Sperring, C Roe, D Mercer, R Dray, C Stanley, J Lumley

Apologies: S-J Page, C Pavelin & J Burton

Also in attendance: Committee Clerk

Members of Public: 1

Not present: R Dowell

Resolved. Members accepted apologies.

EOS19/24 Non-members and substitutes attending.

none

EOS20/24 Declaration of Interests

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (non-pecuniary interests) of that Code. Members are also subject to paragraphs 9- 11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest and as such all members of District and County declared their interests with regard to relevant items on the agenda.

EOS21/24 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.

EOS22/24 Public Forum

A member from the Essex Cultural Diversity Project was present. They would like to hire KGV playing field for a community event in July, the entrance will be free, but will they charge stall holders. They would like to put on workshops, dancing, music, food stalls etc. and would get the relevant licences from the relevant authorities.

Resolved: members agreed the ECDP could hire the field but with a caveat about approving what food stalls, so they don't clash with the snack bar.

Proposed by Cllr Belton, seconded by Cllr Roe and all in favour.

There is no charge as it is a non-profit organisation and it's a charity.

Action: the office to email ECDP

EOS23/24 Minutes of the meeting held on 15th January 2024

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

EOS24/24 John Fisher Open Space – Update from Tenants

Nothing to report.

EOS25/24 Correspondence

Email from a resident requesting a plaque on a bench in KGV.

Action: the office to ask what wording they want and to give them an indication of the cost of a plaque.

Email from a resident complaining about the parking at John Fisher at the weekends.

The Chairman said she had dealt with this in October last year. Since then, there had not been any more complaints.

Action: noted

Email from an allotment tenant at Kenilworth Gdns.

The office had dealt with it.

Action: noted

Email from Healthmatic regarding the disabled toilet on Crown Hill being vandalised.

Action: Noted

Email from a resident re booking the petanque.

Members considered a booking system and a nominal charge, so it is guaranteed to be available. The bookings could be written on a Notice board with a whiteboard by the office.

Resolved: Cllr Belton proposed £10 per hr to pre book in advanced the petanque pitch, seconded by Cllr Stanley, all agreed.

Action: office to email the resident. Place a notice on the council's website & Face Book page.

Add as an agenda item for the next meeting to review.

Email from Cllr Brewer for a climbing wall.

Action: there was a lack of information for members to discuss. Members were concerned that there was no supervision for the wall.

The office to email a reminder to all councillors to use the agenda form if they want something put on the agenda and to be present to discuss it.

EOS26/24 Committee Budget & EMRs

Resolved: Members agreed the committee budget & EMRs

To note EMR spend: none

Action: Noted

EOS27/24 New Bookings

Essex Cultural Diversity Project. Free entry but will charge stall holders.

See EOS22/24

Active Life for a Healthier You. Charges between £2.50 to £5 each, hopes to have about 10 participants.

Resolved: Cllr Dray proposed, seconded by Cllr Belton to charge for field hire £10 per hr and all agreed.

Action: the office to email the club

EOS28/24 Essex Youth Service in KGV
No report was received this time.

EOS29/24 Street furniture painting in the town.
The council has received a match funded grant for the painting of a certain amount of street furniture and this project has been started.
Aylesford surveyed the town and quoted for the rest of the street furniture/ clock/ seated flower beds etc. To cover the cost of this the office will apply for the UKSPF grant.
Action: the office to obtain 2 more quotes.

Agree to paint the seat by the clock in the town blue for the 'happy to chat' campaign for Dementia.
Members advised that this has already been agreed.

EOS30/24 Snack bar in KGV
The office asked a local estate agent what the rent should be for the snack bar, they advised £7/8,000 per year.
The office requested 3 quotes from the local town solicitors for them to deal with the lease.
Motion: To agree the quote to deal with the actual lease (an excluded lease to avoid any allegation of protection under the 1954 Act) up to £2000 plus VAT and disbursements.
Resolved: failed. All members agreed to deferred this.
Cllr Lumley proposed, seconded Cllr Dray to hold a Policy & Finance extraordinary meeting to agree how much rent the council want to charge before recruiting a solicitors. 6 agreed with 1 abstention.
Action: the office to ask Cllr Dray to call a Policy & Finance extraordinary meeting.

EOS31/24 Fallen Tree in KGV rose gardens.
Due to the high winds a tree was blown down across the path and had to be removed. A resident has requested the council replace the tree. Elm Horticulture Ltd suggested Acer, Betula or Sorbus for approximately £350.
Action: the office to ask Elm for a quote for Betula to supply and fit with support and protection.

EOS32/24 To review the fees for hirers of the KGV field.
Fees attached. Cllr Stanley requested this item.
Action: noted

EOS33/24 To review the Bowling Club rent.
Refer this item to Policy and Finance committee for their next meeting.
Action: the office to put this on the agenda.

EOS34/24 To consider a brass plaque for the Petanque.
Members agreed for the office to contact the Mens Sheds to ask them to make the notice board with 2 legs, a board to pin the rules of the game to and who has hired

it under a half glass front. Leave the other side free so the scoreboard can be mounted.

Action: the office to contact the Mens Shed.

EOS35/24 John Fisher Open Space - play area. New play equipment.

The office received 3 quotes.

Motion: to accept one quote.

Cllr Belton proposed to defer this item to an extraordinary meeting, all agreed.

Action: the office to arrange a meeting and email the 3 quotes to members.

EOS36/24 Items for the next agenda

None.

Date of next meeting to be confirmed.

Meeting finished at 9.32 pm

Chairman Signature Date.....