



**RAYLEIGH TOWN COUNCIL**  
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Open Spaces Committee held on 20th May 2024

## Minutes

### OS1 Election of Chair

To consider nominations for Chair of the Open Spaces Committee for the coming municipal year.

Cllr O'Leary was proposed by Cllr Page seconded by Cllr Lambourne and was voted in unopposed.

**Resolved** Cllr O'Leary was appointed.

### OS2 Election of Vice Chair

To consider nominations for Vice Chair of the Environment & Open Spaces Committee for the coming municipal year.

Cllr Lambourne was proposed by Cllr Vernon seconded by Cllr Knell and was voted in unopposed.

**Resolved** Cllr Lambourne was appointed.

### OS3 Those present and apologies for absence.

Present:

Members: J Burton, C Stanley, S-J Page, R Lambourne, E Brewer, R Linden, L Knell, M O'Leary, N Gallop

Apologies: Cllr Knight

Also in attendance: Committee Clerk

Members of Public: 5

**Resolved.** Members accepted apologies.

### OS4 Substitutes & Non-Committee Members Attending

Cllr Vernon substituted for Cllr Knight.

Cllrs Roe & Sutton as non-committee members.

### OS5 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.

Cllr J Burton declared a non-pecuniary interest in matters relating to minute number OS/11 Rayleigh boys and girls football club.

Cllr Brewer declared a non-pecuniary interest in matters relating to minute number OS14 Men's Shed.

**OS6 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 together with NALC's Civility and Respect pledge with all participants expected to behave in a professional and constructive manner.

**OS7 Minutes of the meeting held on 25<sup>th</sup> March & 10<sup>th</sup> April 2024**

**Resolved.** All Members agreed to approve the minutes of the Open Spaces Committee Meeting. Chair signed the minutes.

**Public Forum**

**OS8** The meeting shall be adjourned for 15 minutes for members of the public to speak on matters relating to this agenda. A maximum of 2 minutes will be allowed per speaker.

Ex-Cllr D Sperring advised members of the history of the committee and the councils involvement with Rayleigh boys and girls football club.

**Action:** noted

A representative asked the council for permission to do street art around the skate park. The chair moved **OS9** Email from Bar n Bus requesting permission to do street art around the skate park.

Members requested more information before they decided.

**Action:** Bar n Bus representative to email the office with more information/photos etc.

**OS9 Correspondence**

Email from local dog walker requesting the council allow dogs in one of the rose gardens.

Members wanted the rose gardens left as dog free zone, they thought there is a large enough area in the park for dogs.

**Action:** The office to respond.

Email from Bar n Bus requesting permission to do street art around the skate park. See above.

The chair moved **OS11 John Fisher Open Space – update from tenants**

A member from Rayleigh boys and girls football club advised councillors of the history of their club and gave an update.

**Action:** the office to contact RDC to ask what the delay with the head lease is and give a time limit of 2 weeks for a response.

Email from another dog walker asking the council to supply water bowls for dogs in KGV.

Members agreed the water bowls are a hazard especially in winter if they are spilled and dog walkers should bring their own.

**Action:** office to respond.

Email from a local resident requesting the paths in KGV be widened and or repaired and distance markers for walkers/runners around KGV.

**Action:** the office to obtain a Health & Safety report for all the paths around KGV.  
**Spend of up to £1,000 for the report, to come out of EMR Community safety.**

**OS10 Committee Budget**

**Resolved:** Members agreed the committee budget & EMRs

Members had 2 questions:

4400 why has it gone up from 22/3 to 23/4

1016 why is there a minus figure

**Action:** office to email all cllrs the answers.

**OS11 John Fisher Open Space – update from tenants**

See above.

**OS12 Essex Youth Service**

Members to note that Essex Youth Service continue to carry out the weekly detached sessions in the playing field. Essex Youth Service report was circulated before the meeting.

**Action:** Noted

**OS13 New Bookings**

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

Megacentre, 3 free activity sessions 7,14,21/8/24

**Action:** agreed, the office to confirm in an email.

Rayleigh Lions, Fireworks 2/11/24

**Action:** agreed in principle, the office to ask Rayleigh Lions to clarify that all children will be escorted by an adult. The office to confirm in an email.

**OS14 Petanque noticeboard**

**Motion:** to agree how much to spend on a noticeboard.

This motion was not proposed and therefore failed.

**Resolved:** Cllr Lambourne proposed not to purchase a noticeboard, seconded by Cllr Stanley with 5 for, 4 against and 1 abstaining.

**Action:** The office to ask petanque clubs in the area if they use the pitch and advise the Men's Shed that the order has been put on hold. The office to email the resident that wanted to book the pétanque.

**Next agenda:** to promote the table tennis, pétanque etc.

CCTV in KGV needs to be updated.

The clerk advised members that the new Solar bin for John Fisher had been delivered and was awaiting installation.

The office to email members a list of contracts for the open spaces and a copy of Solar bin contract when received.

Meeting finished at 9.02pm

Chair Signature ..... Date.....