



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
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19th June 2017

Dear Member,

I hereby summons you accordingly to a meeting of the Environment Committee at the Pavilion, King George V Playing Field, Bull Lane, Rayleigh (access via Websters Way Car Park) on **Monday 26th June 2017 at 7.30pm** when the under mentioned business will be transacted.

The following agenda and attachments are issued for the Council to take decisions as required. You are expected to consider this agenda and any related documents in advance of this meeting and, if you feel that additional information to aid your decision making process is required, you must inform the Clerk in order to allow time for this to be provided before the meeting is scheduled to commence.

Yours sincerely,

Mrs K Cumberland
Town Clerk

Councillors: R Dray, R Dowell, C Lumley, Mrs D Mercer, Mrs C Roe, Mrs J Sawford, B Smart, Mrs M Spencer, C Stanley, I Ward, Mrs C Pavelin (ex-officio) and J Lawmon (ex-officio)

AGENDA

1 DECLARATIONS OF INTEREST

To receive member's declarations of interests for items on this agenda.

2 PUBLIC FORUM

The meeting shall be adjourned for a maximum of 15 minutes to allow any members of the public present to speak on items specified on this agenda. A maximum of two minutes will be allowed per speaker. The meeting shall reconvene after the public forum.

3 APOLOGIES FOR ABSENCE

To be notified to the Town Clerk before the commencement of the meeting. Received from Cllr R Dray.

4 SUBSTITUTES

To be notified to the Town Clerk before the commencement of the meeting.

Cllr Mrs C Callis will substitute for Cllr R Dray

5 NON-COMMITTEE MEMBERS ATTENDING

To note non-committee members attending this meeting.

6 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 15th May 2017 (previously circulated).

7 COMMITTEE BUDGET

Members to receive the 2017/18 Committee budget.

8 RAYLEIGH IN BLOOM SUB-COMMITTEE

(a) RIB Sub-Committee Meeting

Members to note that the AIB judges will visit Rayleigh on Thursday 6th July 2017 to judge the town, King George V Playing Field and the Lower Wyburns Woodland (Holy Trinity Church is entered separately to the Town Council's entry).

PHS have installed floral displays in the town centre.

Weeding/litter picking sessions commenced at weekends from 17th June 2016 with members and volunteers participating.

All Town Council competitions will have been judged by the date of the meeting. The tour and portfolio will be sent to the judges by the end of June.

Members to consider any further matters in relation to the visit from the Anglia in Bloom judges.

(b) Rose/Shrub Beds in Town Centre

To receive the updated list of nominated members who check and report on the condition of the town centre beds for which the Town Council is responsible.

(c) Barclays Bank Rose Bed

The Rayleigh Town Museum has been informed that RDC requires an application for advertising consent in order to display a board to provide directions to the Museum.

(d) Welcome to Rayleigh Sign Floral Displays

A photo shoot is due to be arranged for the replanted bed at the Welcome to Rayleigh Sign on the corner of Orchard Avenue.

9 ALLOTMENTS SUB-COMMITTEE

(a) Next Sub-Committee meeting

To consider any matters relating to the Allotments. A Sub-Committee meeting is due to be arranged during August 2017. A provisional date has been set for Tuesday 22nd August 2017 at 9.30am.

(b) Lower Wyburns Site – New Water Trough

Further to minute no 12 of the Sub-Committee meeting held on 6th June 2017, members to receive quotes for the provision and installation of an additional water trough at the Lower Wyburns Site.

10 LOWER WYBURNS WOODS, DAWS HEATH ROAD

Fortnightly site inspections continue to be conducted and a verbal report will be given.

Further to minute no 12 of the Allotments Sub-Committee meeting held on 6th June 2017, members to receive attached information from the Environment Agency regarding the flood alleviation scheme.

11 CHRISTMAS LIGHTS SUB-COMMITTEE

To note that a meeting of the Christmas Lights Sub-Committee will take place on Tuesday 12th September 2017 at 9.30am.

12 RAYLEIGH MARKET SUB-COMMITTEE

(a) Wednesday Market

Members to consider any matters relating to the Wednesday market.

(b) Weekend/Bank Holiday Markets

Haddon Events will hold another Antique and Vintage Market on 12th August 2017.

Following recommendations made in the minutes of the Market Sub-Committee meeting held on 18th February 2016, members to note that a planning application has been submitted to RDC which has recently issued a letter to clarify requirements for the application.

13 TRINITY FAIR

To note that a Sub-Committee meeting is due to be arranged.

14 HIGHWAYS

(a) General

Members to report any matters on the attached form.

(b) Rangers Team

Members to note that this team can conduct minor work such as vegetation clearance, sign cleaning and painting. All work for the Rangers Team must be on the adopted highway and must not involve traffic management or excavation.

(c) Winter Salt Bag Scheme

ECC has invited parishes to take part in the Winter Salt Bag Scheme again this year. Members to consider whether to continue to participate in the scheme.

(d) Prohibition of Waiting – A129 London Road and Vernon Avenue

Notification has been received from Essex Highways of a Draft Order for Prohibition of Waiting at London Road A129 and Vernon Avenue, Rayleigh (documents attached). Comments are invited by 14th July 2017.

15 PUBLIC TRANSPORT/BUS SHELTERS

(a) General

Members who have responsibility for checking the condition of bus shelters to provide a verbal report (list attached). New Perspex has been ordered for the shelter in Clarence Road.

(b) Hatfield Road – Proposed Bus Shelter

Further to minute no 18.2 of the meeting held on 15th May 2017, members to receive further information from Sanctuary Housing and the Town Councils solicitor with regard to the licence to allow the installation of a shelter on land owned by Sanctuary Housing.

(c) Transport Representatives Meeting

Town Cllr C Lumley to report on the Transport Representatives Meeting for Rochford/Rayleigh/Castle Point on Tuesday 6th June 2017 that he attended at the Rochford Parish Rooms, West Street, Rochford.

(d) Southend Area Bus User Group

The Town Council has been invited to become a member of the Southend Area Bus User Group.

16 CRIME & ANTI-SOCIAL BEHAVIOUR MATTERS

Members to report any Crime & Anti-Social Behaviour matters.

17 COMMUNITY SAFETY

(a) Community Speed Watch

An Essex Highways Road Safety Technician has completed the calibration of the radar gun free of charge. Members to consider the arrangements for Community Speed Watch sessions to be conducted.

(b) Wheelie Bin Stickers

Essex Highways has provided four Wheelie Bin stickers with the message: 'No excuse for speeding, please slow down'. Email attached.

(c) Crucial Crew 2017

Members to note that the Crucial Crew took place at the MegaCentre earlier this month for schools within the Rochford District. Further to minute no 21 of the meeting held on 15th May 2017, it was decided that the certificates would be given to participants at the MegaCentre rather than being presented afterwards.

(d) Purse Chains/Bells

Further to minute no 22 of the meeting held on 15th May 2017, members to note that 500 purse chains and bells have been received.

18 CCTV

Further to minute no 23 of the meeting held on 15th May 2017, members to note that letters have been sent to Barclays Bank and BetFred to seek permission to site CCTV equipment on their premises. The Town Council has been advised by Barclays Bank that the matter is currently under consideration and a response by the contractor to questions raised has been forwarded to the bank.

19 GRAFFITI

Members to report any new incidents. RDC has confirmed that they will remove graffiti from private property but require the building owner to sign a disclaimer before work can commence.

20 STREET FURNITURE

Members to report any matters relating to street furniture.

(a) Railway Station – New Notice Board

The double sided notice board that is being part funded by the Heritage Lottery has been installed at the railway station. A photo shoot will be arranged with a representative of the Heritage Lottery in attendance.

To select a member to update the notices on this new board.

(b) New Notice Boards

Following advice from ECC as reported at minute no 26.3 of the meeting held on 15th May 2017, site meetings are being arranged for Hambro Parade and Grove Road.

(c) Installation of Town Centre Refuse Bins

To note that the budget for 2017/18 allows expenditure for the installation by RDC of replacement litter bins. RDC is willing to replace refuse bins in the town centre if the Town Council funds the installation. RDC has been contacted to ascertain the number of bins that require replacement and quotes for installation will be obtained.

21 STREET FUNDRAISERS/BIG ISSUE/CHARITY SHOPS/BUSKERS/BEGGARS

Members to consider any matters relating to these subjects. To note that the Big Issue has not appointed a vendor to Rayleigh and they will contact the Town Council in due course.

22 LITTER IN TOWN CENTRE

Members to report any matters relating to litter clearance in the town centre.

23 TOWN CENTRE CLOCK

Members to note that the Full Council is due to consider the quote to repair the bell sound system which stopped working in March 2017 at its meeting on 19th June 2017.

The clock, which stopped working at the beginning of May has been repaired.

24 TOWN COUNCIL CIVIC EVENT - REMEMBRANCE SUNDAY 13th November 2017

Members to note that the next Working Group meeting will take place on Tuesday 5th September 2017 at 10.00am.

25 PUBLIC FOOTPATHS

Mr M Davies, the footpaths representative, to provide a report (copy attached).

RDC advised that litter was cleared from footpath 64 on 18th May 2017.

26 RAYLEIGH TOWN MUSEUM

Mr M Davies, Chairman, Rayleigh Town Museum, to provide a report (copy attached).

27 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies, Chairman of RTTLG, to provide a report (copy attached).

28 HERITAGE PLAQUES

The new plaque for the Dutch Cottage has been installed and an 'unveiling' ceremony will take place on Tuesday 11th July 2017 at 2.00pm.

29 RAYLEIGH MOUNT

The Town Council's representative Cllr Mrs C Pavelin will report on the meeting of the National Trust Rayleigh Mount Committee which took place on Wednesday 14th June 2017.