

RAYLEIGH TOWN COUNCIL
MINUTES OF ENVIRONMENT COMMITTEE MEETING
held on 26th June 2017 at 7.30pm
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr Mrs C Roe

Councillors: Mrs C Callis, R Dowell, E Dray, Mrs D Mercer, Mrs J Sawford, B Smart, Mrs M Spencer, I Ward, Mrs C Pavelin and J Lawmon

In attendance: Mrs K Cumberland, Town Clerk

Visitor: Mr M Davies, Chairman of Rayleigh Through the Looking Glass and Rayleigh Town Museum. Public Footpaths Representative.

37 DECLARATIONS OF INTEREST

Cllrs Mrs C Roe and I Ward declared a non-pecuniary interest in matters relating to RDC by virtue of being members of that Council.

Cllr I Ward declared a non-pecuniary interest as a Governor of Grove Wood Primary School and as a Board member for Sanctuary Housing Association.

Cllr Mrs M Spencer declared a non-pecuniary interest as an Anglia in Bloom judge

Cllr Mrs J Sawford declared a non-pecuniary interest in the MegaCentre.

38 PUBLIC FORUM

There were no members of the public present. The Chairman invited Mr Davies to speak at minute no 61 – 65.

39 APOLOGIES FOR ABSENCE

Received from Cllrs R Dray, C Stanley and C Lumley.

40 SUBSTITUTES

Cllr Mrs C Callis substituted for Cllr R Dray

Cllr E Dray substituted for Cllr C Lumley

41 NON-COMMITTEE MEMBERS ATTENDING

None.

42 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 15th May 2017

RESOLVED to sign the minutes as a correct record.

43 COMMITTEE BUDGET

Members received and approved the 2017/18 Committee budget.

RECOMMENDED to approve the budget.

44 RAYLEIGH IN BLOOM SUB-COMMITTEE

44.1 RIB Sub-Committee Meeting

Members noted 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 has installed floral displays in the town centre and has weeded the dry bed in Eastwood Road.

Weeding/litter picking sessions commenced at weekends from 17th June 2016. The Chairman thanked members and volunteers for their participation. Sessions will continue next weekend and on the Monday and Tuesday evening before judging day from 6.00pm. Members will be informed of arrangements at the end of the week. Sessions also need to be extended to Down Hall Road and the Castle Road areas.

All Town Council competitions have been judged and the tour and portfolio will be sent to the judges by the end of June. Cllrs Mrs C Roe and Mrs M Spencer will conduct a practice tour before judging day. It was noted that the overall Allotments winner cannot attend judging day and the judges will therefore visit the plot at Lower Wyburns that came second in the competition.

RECOMMENDED that this information is noted.

44.2 Rose/Shrub Beds in Town Centre

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

Members noted that Pinnacle had previously advised the Town Council in September 2016 to wait until the end of next season to review whether the replanted roses have established. If this is not the case Pinnacle could consider removing the soil bed at a considerable cost. Cllr Mrs M Spencer disagreed with this advice and stated that the soil needed to be cleaned before planting took place. It was agreed to set up a site meeting with Cllr Mrs M Spencer and Pinnacle to discuss further.

Pinnacle need to weed the rose beds in London Hill.

RECOMMENDED to (i) set up site meeting with Pinnacle and (ii) instruct Pinnacle to weed rose beds in London Hill.

44.3 Barclays Bank Rose Bed

Members noted that 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.

RECOMMENDED that this information is noted.

44.4 Welcome to Rayleigh Sign Floral Displays

Members noted that a photo shoot will be held for the replanted bed at the Welcome to Rayleigh Sign on the corner of Orchard Avenue on Monday 3rd July at 1.45pm with Cllrs Mrs C Roe, J Lawmon and Mrs C Pavelin in attendance. Mr M Davies, Mr E Lane and the volunteer who tends the bed have also been invited to attend.

RECOMMENDED that this information is noted.

45 ALLOTMENTS SUB-COMMITTEE

45.1 Next Sub-Committee meeting

Members noted that a provisional date has been set for Tuesday 22nd August 2017 at 9.30am for an Allotments Sub-Committee meeting to be held.

RECOMMENDED that this information is noted.

45.2 Lower Wyburns Site – New Water Trough

Members noted that quotes had not been received for the provision and installation of an additional water trough at the Lower Wyburns Site. The matter will be referred to the next Allotments Sub-Committee meeting.

RECOMMENDED to refer quotes to next Allotments Sub-Committee meeting.

46 LOWER WYBURNS WOODS, DAWS HEATH ROAD

Members noted that fortnightly site inspections continue to be conducted.

Members received information from the Environment Agency regarding the flood alleviation scheme.

RECOMMENDED that this information is noted.

47 CHRISTMAS LIGHTS SUB-COMMITTEE

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

RECOMMENDED that this information is noted.

48 RAYLEIGH MARKET SUB-COMMITTEE

48.1 Wednesday Market

Members considered matters relating to the Wednesday market and noted that further information would be sought regarding facebook rumours of a local church becoming involved in allowing a stall to trade on Wednesdays from its site.

RECOMMENDED for further information to be sought.

48.2 Weekend/Bank Holiday Markets

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

Members received letters from RDC with regard to the planning application for monthly weekend markets that had been submitted and noted that RDC has recommended that the Town Council should employ a Planning Consultant. The Town Clerk has contacted two consultants and has been invited to attend a free, no obligation meeting on Thursday 29th June at 10.45am. Quotes for a Planning Consultants will be obtained for consideration at the next meeting.

RECOMMENDED for the Town Clerk to attend a meeting with a Planning Consultant and to obtain quotes.

49 TRINITY FAIR

Members noted that a Sub-Committee meeting will be held on Thursday 13th July 2017 at 10.00am.

RECOMMENDED that this information is noted.

50 HIGHWAYS

50.1 General

It was noted that damage to a bollard and RDC's air pollution monitor in the High Street has been reported to RDC/ECC.

RECOMMENDED that this information is noted.

50.2 Rangers Team

Members noted 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.

Work on the removal of nettles from Hullbridge Road has been reported.

RECOMMENDED that this information is noted.

50.3 Winter Salt Bag Scheme

Members noted that ECC has invited parishes to take part in the Winter Salt Bag Scheme again this year. Members considered whether to continue to participate in the scheme following an insurance claim for medical bills against the Town Council by a volunteer who had slipped over when applying salt to the highway earlier this year.

Members discussed the matter and noted that ECC issues comprehensive instructions that are passed onto salt marshals by the Town Council regarding manual handling and risks.

Members agreed that the Town Council would be criticised by the public if it decided against the continuation of this scheme and should therefore participate this year.

RECOMMENDED to continue to participate in ECC's Winter Salt Bag Scheme.

50.4 Prohibition of Waiting – A129 London Road and Vernon Avenue

Members received notification from Essex Highways of a Draft Order for Prohibition of Waiting at London Road A129 and Vernon Avenue, Rayleigh and agreed to support this proposal. It was noted that bollards have been installed at this site.

RECOMMENDED to support the proposal.

51 PUBLIC TRANSPORT/BUS SHELTERS

51.1 General

Cllr Mrs M Spencer reported litter in the London Road bus shelter. Cllr B Smart requested new notices for boards in shelters. Cllr I Ward agreed to check whether the new Perspex has been installed in the shelter in Clarence Road.

RECOMMENDED for notices to be issued to bus shelter monitors, for litter to be reported to RDC and for Cllr I Ward to report to the Town Clerk.

51.2 Hatfield Road – Proposed Bus Shelter

Members received further information from Sanctuary Housing and the Town Council's solicitor with regard to the licence to allow the installation of a shelter on land owned by Sanctuary Housing.

Members noted the clause regarding anti-social behaviour and agreed to approve the licence.

RECOMMENDED to approve the licence.

51.3 Transport Representatives Meeting

The Committee Chairman read a report from Cllr C Lumley who had attended the Transport Representatives Meeting for Rochford/Rayleigh/Castle Point on Tuesday 6th June 2017.

RECOMMENDED that this information is noted.

51.4 Southend Area Bus User Group

Members noted that the Town Council had been invited to become a member of the Southend Area Bus User Group and agreed to follow the advice of the Town Council's Transport Representative that this is not necessary.

RECOMMENDED not to become a member of this group.

52 CRIME & ANTI-SOCIAL BEHAVIOUR MATTERS

The Committee Chairman informed members that complaints had been received from nearby residents of noise and dangerous driving in the early hours around Websters Way car park. The police had suggested that RDC (who is the land owner) should close the car park in the evenings, however, this is not feasible as the car park is very well used by the public after 7pm. The Committee Chairman advised that RDC is continuing discussions with the police on the matter and encouraged members to contact the police if they receive complaints and to copy emails to the MP, PCC and the Borough Commander. Members noted that the concerns include the disturbance to nearby residents as well as the safety of users of the car park and expressed disappointment at the lack of policing on this issue, which has been known to the police for many years. It was agreed that the Town Clerk would send email addresses for these contacts to all members.

A member advised that floral displays from one of the High Street pubs were vandalised and the pub intends to display photos taken from its CCTV system of the culprits in order to identify and prosecute. The Committee Chairman confirmed that members have been advised not to take photographs of offenders.

RECOMMENDED (i) for complaints to be sent by members to the police and copied to the MP, PCC and Borough Commander (ii) for Town Clerk to provide email addresses of these contacts to all members.

53 COMMUNITY SAFETY

53.1 Community Speed Watch

Members noted that an Essex Highways Road Safety Technician has completed the calibration of the radar gun free of charge. Cllr I Ward agreed to make arrangements for Community Speed Watch sessions to be conducted.

RECOMMENDED for Cllr I Ward to arrange Speed Watch Sessions

53.2 Wheelie Bin Stickers

Members received information and noted that Essex Highways has provided four Wheelie Bin stickers with the message: 'No excuse for speeding, please slow down'. It was agreed to ask Essex Highways to send the Town Council the link in order to have its own signs made.

RECOMMENDED to contact Essex Highways for link.

53.3 Crucial Crew 2017

Members noted that the Crucial Crew took place at the MegaCentre earlier this month for schools within the Rochford District. Certificates were handed out to participants at the MegaCentre rather than being presented afterwards. Mrs Hilary Wood has advised that this year's event went very well and will attend the next Full Council meeting to give a report to members.

Members were disappointed that subjects such as Railway Safety were excluded this year and agreed that it is vital that the Crucial Crew continues to be provided to Year 6 children.

RECOMMENDED to refer to Full Council.

53.4 Purse Chains/Bells

Members noted that 500 purse chains and bells have been received.

RECOMMENDED that this information is noted.

53.5 Defibrillator

Members noted that RDC has invited the Town Clerk to attend a meeting on Wednesday 12th July at 11.00am to discuss the possibility of Pub Watch funding a defibrillator in the town centre, which would be available for use 24/7. Members agreed for the suggested site to be the red phone box outside the Crown Pub which has been adopted by the Town Council.

The MegaCentre will be added to the list of defibrillators in the town centre.

RECOMMENDED (i) for the Town Clerk to inform the forthcoming meeting that the new defibrillator may be housed in the red phone box and (ii) add MegaCentre to the list.

54 CCTV

Members noted 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.

RECOMMENDED that this information is noted.

55 GRAFFITI

Members noted that RDC has confirmed that they will remove graffiti from private property but require the building owner to sign a disclaimer before work can commence. No further progress has been made regarding the graffiti on Audley Mills.

RECOMMENDED that this information is noted.

56 STREET FURNITURE

56.1 Railway Station – New Notice Board

Members noted that the double-sided notice board that has been funded by the Heritage Lottery has been installed at the railway station. A photo shoot is being arranged for early July. A Heritage Lottery representative has declined an invitation to attend.

Mr M Davies volunteered to keep notices up to date on this board.

RECOMMENDED to issue notices to Mr Davies for this new board.

56.2 New Notice Boards

Members noted that a site meeting for the new Grove Road notice board is yet to be arranged.

RECOMMENDED to arrange site meeting.

56.3 Installation of Town Centre Refuse Bins

Members noted that RDC has been contacted to ascertain the number of bins that require replacement and quotes for installation will be obtained.

RECOMMENDED to take action when RDC is able to respond.

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

Members noted that the Big Issue has not appointed a vendor to Rayleigh and they will contact the Town Council in due course. The police moved on a beggar who was sitting in Ernie Lane on the day of the Trinity Fair.

RECOMMENDED that this information is noted.

58 LITTER IN TOWN CENTRE

Members agreed that RDC's litter collection service in the town centre is excellent at present. The contractors did a very good job of clearing litter during the Trinity Fair and have assisted at the Town Council's litter picks in the High Street.

RECOMMENDED that this information is noted.

59 TOWN CENTRE CLOCK

Members noted that the Full Council had approved a quote to repair the bell sound system which stopped working in March 2017 and noted that the repair is guaranteed for 2 years. Members received information from the manufacturer regarding further work that could be undertaken to access and possibly change the tunes that are fixed in the memory of the equipment. Members noted that the manufacturer had issued a quote approximately 3 years ago which was in excess of £3,000 to change the tunes on the clock and agreed that this expense is not justified.

Members noted that the clock, which stopped working at the beginning of May, has been repaired.

RECOMMENDED that the tunes that are played by the clock will remain the same.

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

Members noted that the next Working Group meeting will take place on Tuesday 5th September 2017 at 10.00am. Cllr Mrs C Roe and Mrs J Crick had attended a meeting at the Air Cadets base last week.

RECOMMENDED that this information is noted.

61 PUBLIC FOOTPATHS

Mr M Davies, the footpaths representative, provided a report.

RDC advised that litter was cleared from footpath 64 on 18th May 2017. Mr Davies informed members that some of the footpaths in the town are permissive, which means that they are not part of ECC's Public Rights of Way Scheme and cannot therefore be included within ECC's volunteer programme, unless they are upgraded to become a PROW, which would be very time consuming for the applicant.

RECOMMENDED that this information is noted.

62 RAYLEIGH TOWN MUSEUM

Mr M Davies, Chairman, Rayleigh Town Museum, provided a report.

RECOMMENDED that this information is noted.

63 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies, Chairman of RTTLG, provided a report.

RECOMMENDED that this information is noted.

64 HERITAGE PLAQUES

Members noted that 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.

RECOMMENDED that this information is noted.

65 RAYLEIGH MOUNT

Members received a report from the Town Council’s representative of the National Trust Rayleigh Mount Committee, which took place on Wednesday 14th June 2017. Mr Davies advised that there would be difficulties in displaying the original timbers from the gateway to the castle in the museum as mentioned in this report.

Members suggested that the Mount should improve its advertising for its events and should put on plays other than Shakespeare.

RECOMMENDED that this information is noted.

The meeting closed at 9.12pm

Chairman

Signature..... Date.....