

29th January 2018

Dear Sir/Madam,

I hereby summons you to the Rayleigh in Bloom Sub-Committee meeting to be held on **Tuesday 6th February 2018 at 11.00am** the Pavilion, King George V Playing Field, Bull Lane, Rayleigh (entrance via Websters Way car park) when the under mentioned business is proposed to 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 faithfully,

Mrs Kerry Cumberland
Town Clerk

Councillors: I Ward, E Dray, B Smart Mrs M Spencer, Mr J Lawmon (ex officio) , Mrs C Pavelin (ex officio)

Organisations invited to attend: Rayleigh Baptist Church, Rayleigh Horticultural Society, Rayleigh Library, Rayleigh Primary School, FitzWimarc School, Sweyne Park School, 5th Rayleigh Scouts, Holy Trinity Church, Rochford District Council, Louis Drive Resident Association, Rayleigh Mount.

AGENDA

1 DECLARATIONS OF INTEREST

2 PUBLIC FORUM

The meeting shall be adjourned for a maximum of 15 minutes to allow members of the public present to speak on matters relating to this agenda only. Each member of the public shall speak for 2 minutes only.

3 APOLOGIES FOR ABSENCE

To be reported to the Town Clerk prior to the meeting. Apologies received from Cllrs Mrs C Pavelin and E Dray

4 SUBSTITUTES

To be reported to the Town Clerk prior to the meeting. Cllr Mrs C Callis to substitute for Cllr E Dray

5 NON SUB COMMITTEE MEMBERS ATTENDING

6 MINUTES OF RAYLEIGH IN BLOOM SUB COMMITTEE MEETING held on 23rd November 2017 To be signed (previously circulated to members of the Town Council).

7 RAYLEIGH IN BLOOM PRESENTATION EVENING

Members to note that Rayleigh Baptist Church have been asked to provide available dates for the presentation to take place on a Wednesday evening in October 2018. An update will be given at the meeting.

8 ANGLIA IN BLOOM

a) High Street Bank Litter Bins

Further to minute no 101.1 of the Rayleigh in Bloom Sub Committee meeting held on 23rd November 201, members to note the Town Council is liaising with banks regarding the installation of wall mounted litter bins adjacent to cash points and with Rochford District Council in relation to emptying the bins. An update will be provided at the meeting.

b) Anglia in Bloom Launch 2018

Members to note that Anglia in Bloom Launch takes place on 9th March 2018 in Cambridge. Cllr Mrs M Spencer will be attending. The Sub Committee Chairman is not able to attend.

9 COMPETITIONS

a) 2017 Competitions

Members to note that the Community Competition “Rayleigh Through The Eyes of the Public” closes on 31st January 2018 and to date 3 entries have been received. An update will be given at the meeting. Members to consider judging and prizes.

b) 2018 Competitions

Further to minute no 47.2 of the Rayleigh in Bloom Sub Committee meeting held on 23rd November 2017 members to note it was agreed that the Pre-School & Primary School Competition is to “Create a Model of an Insect”(on a stick or mount) and the Community Competition would be a craft project based on “British Gardens and its insects”. The competitions would be judged in two categories Adult and Junior. Entries would be displayed around the King George V Playing Field on Anglia in Bloom Judging Day. Members to consider if a Royal Wedding themed competition should be held.

Members to consider any changes to the following competitions

Best Public House Floral Display

Best Shared Garden

Best Industrial/Commercial Floral Display

Allotment Competition

School Garden

Best Front Garden - Lawn & Paved

Best Back Garden - Rayleigh Town Council Competition only, cannot be entered into Anglia in Bloom Special Awards.

Senior School Competition

Community Competition

10 3 YEAR CONTRACT – FLORAL PROVISION, MAINTENANCE & WATERING

Members to note that PHS Greenleaf have been awarded the three year contract for floral provision, maintenance & watering. A meeting will be held with PHS on 13th February 2018 to discuss the planting of displays.

11 FLOWERBEDS

Members to note ESW has agreed to sponsor the flowerbed adjacent to Grouts. The new troughs and silver planters still remain unsponsored.

12 EVENTS/PROJECTS

a) Working Party and Organisation's Reports

Members to provide updates to the Committee on any events that have been organised for the forthcoming year and how this may assist with the Rayleigh in Bloom campaign.

- Holy Trinity Christmas Tree festival took place from 30th November to 3rd December 2017
- Cllr J Newport organised a litter pick that took place at Sweyne Park Open Space on Sunday 21st January 2018 with local residents in attendance.

b) Rayleigh Horticultural Society Spring Show

Members to note that the Rayleigh Horticultural Society Spring Show will take place on Sunday 8th April 2018. Members to volunteer to assist promoting the launch of Rayleigh in Bloom 2018, competitions and sponsorship.

c) Litter Picks

Further to minute no 49 of the Rayleigh in Bloom Sub Committee held on 23rd November 2017 members to receive a copy of the response from Essex County Council regarding their responsibility of undertaking weed spraying of pavements and kerbs in Rayleigh (attached). Members to receive a response from Rochford District Council regarding weed spraying and the products that may be used in public areas. (attached)

Members to note further to minute no 163.3 of the Environment Committee meeting held on 22nd January 2018 it was agreed to purchase 12 new litter pickers.

d) Market

Members to note that there will be an Italian Market scheduled in Rayleigh High Street for Saturday 24th March 2018. Members to discuss having a market stall to promote the Rayleigh in Bloom campaign. Cllr B Smart has volunteered to assist if a stall is held on a Saturday.

13 DATE FOR NEXT MEETING

Members to decide on a date and time for next meeting.