

RAYLEIGH TOWN COUNCIL  
RAYLEIGH IN BLOOM SUB COMMITTEE  
MINUTES OF MEETING HELD on 13<sup>th</sup> June 2017 at 11.00am  
THE PAVILION, KING GEORGE V PLAYING FIELD,  
BULL LANE, RAYLEIGH

Present

Chairman: I Ward

Councillors: Mrs M Spencer, B Smart (*left at 11.15am, returned at 11.30am*), J Lawmon

Outside Organisation:       Mrs D Norwood – Holy Trinity Church  
                                      Mr & Mrs Oliver – Louis Drive Residents Association  
                                      Mrs D Ewing – Rayleigh Primary School  
                                      Mr D Sharples – 5<sup>th</sup> Rayleigh Scouts

In Attendance:               Mrs K Cumberland - Town Clerk  
                                      Miss K Gaiger - Committee Clerk

1 ELECTION OF CHAIRMAN

Cllr J Lawmon nominated Cllr I Ward to be the Sub Committee Chairman, seconded by Cllr Mrs M Spencer, all agreed.

RESOLVED that Cllr I Ward would be Rayleigh in Bloom Sub Committee Chairman for the ensuing municipal year.

2 ELECTION OF VICE CHAIRMAN

Cllr I Lawmon, all agreed.

RESOLVED that Cllr Mrs M Spencer would be Rayleigh in Bloom Sub Committee Vice Chairman for the ensuing municipal year.

3 DECLARATIONS OF INTEREST

Cllr I Ward, declared a non pecuniary interest as a member of Rochford District Council.  
Cllr I Ward declared a non pecuniary interest in Grove Wood Primary School  
Cllr Mrs M Spencer declared a non pecuniary interest as an Anglia in Bloom judge.

4 PUBLIC FORUM

There were no members of public present.

5 TERMS OF REFERENCE

Members noted the terms of reference for the Rayleigh in Bloom Sub Committee as per the annex to the minutes.

## 6 APOLOGIES

Apologies were received from Cllr Mrs C Pavelin, E Dray, Mr Adam Aldridge, Rochford District Council. Mr E Callis and Mrs Burnham will no longer be members of the working party at this time.

## 7 SUBSTITUTES

There were no substitutes present.

## 8 NON SUB COMMITTEE MEMBERS ATTENDING

There were no non sub committee members present.

## 9 MINUTES OF MEETING HELD on 1<sup>st</sup> February 2017.

RESOLVED to sign the minutes as a correct record.

## 10 RAYLEIGH IN BLOOM PRESENTATION EVENING

Members noted that the Rayleigh in Bloom Presentation Evening will be held at Rayleigh Baptist Church on Wednesday 11<sup>th</sup> October at 6.30pm.

RECOMMENDED that the above information be noted.

## 11 ANGLIA IN BLOOM 2017

### 11.1 Anglia in Bloom Spring Launch

Members noted that the Anglia in Bloom Spring Launch scheduled for 7<sup>th</sup> April 2017 was cancelled.

RECOMMENDED that the above information be noted.

### 11.2 Judging Day 2017

Members noted that the Anglia in Bloom Judging will take place on Thursday 6<sup>th</sup> July 2017. The Town will be judged from 10.00am with the King George V Playing Field (park entry) and Lower Wyburns Woods (Woodland entry) in the afternoon. Holy Trinity Church will also be judged in the afternoon for the Churchyard category from 2.30pm. The judges will be Mr Brian Thornton and Mr Philip Feller.

RECOMMENDED that the above information be noted.

### 11.3 Portfolio

Members noted that a portfolio is required for the town entry only and must be received by the judges by the end of June. The portfolio will be viewed by the Sub Committee Chairman and Vice Chairman before submission. The Trinity Fair, knitted poppies and various town flowerbeds would be included in the portfolio to highlight community participation.

RECOMMENDED that the portfolio will be viewed by the Sub Committee Chairman and Vice Chairman before submission and the Trinity Fair, knitted poppies and various town flowerbeds would be included in the portfolio to highlight community participation.

#### 11.4 Judging Route and Special Awards

Members agreed that the judging route and special award nominations would be discussed by the Sub Committee Chairman and Vice Chairman once the winners of competitions are known.

The following information was noted regarding judging day:-

- The recycling centre has been contacted about visiting on the day.
- Edward Francis Primary School will not be entering their Eco Pond this year as the gardening club has not carried out any work this year.
- Downhall Primary School provided information on their school vegetable garden and chicken project.
- Rayleigh Mount have been advised of the judging date and will provide a tour of the site.
- Rayleigh Primary School advised their Eco Pond is back in working order and the children would be happy to provide a pond dipping demonstration. The representative from the school will send photographs to the Town Council.
- Rayleigh Town Museum will be open to receive the judges and will provide a photographic display and offer refreshments.
- Mr D Tubby, Elm Horticulture Ltd has been informed of the date and will advise if he will be present. ELM will provide a team to work in the playing field leading up to judging day.

Members noted Cllr Mrs C Roe is willing to provide transport for the Town judging.

The route will be circulated to all contractors, Rochford District Council and Town Councillors once known.

RECOMMENDED that i) the judging route and special award nominations would be discussed by the Sub Committee Chairman and Vice Chairman once the winners of the competitions are known ii) Cllr Mrs C Roe is willing to provide transport for the Town judging iii) the route will be circulated to all contractors, Rochford District Council and Town Councillors once known and iv) all other information be noted.

#### 11.5 Refreshments

Members agreed that lunch would be provided for the judges at the Conservative Club and that meals would be ordered in advance.

RECOMMENDED that lunch would be provided for the judges at the Conservative Club and that meals would be ordered in advance.

#### 11.6 Anglia in Bloom Presentation

Members noted that the Anglia in Bloom Presentation will take place on Thursday 14<sup>th</sup> September 2017 in Ipswich.

RECOMMENDED that the above information be noted.

## 12 2016 COMMUNITY COMPETITION

Members noted that the winners of the community photographic competition were presented with their prizes at the Annual Town Meeting on 26<sup>th</sup> April 2017. Phoenix Photography, Ward & Wellman and the Town Council sponsored the competition.

RECOMMENDED that the above information be noted.

## 13 2017 COMPETITIONS

### 13.1 Pre-School & Nurseries, Key Stage 1 and Key Stage 2

Members noted that to date 1 entry form had been received for the Paint a Picture depicting the Anniversary of HM Queen Elizabeth II and Prince Philip's 70<sup>th</sup> Anniversary or the Queen's Ascension to the throne. The representative from a primary school had informed that it was difficult to paint one picture per class and it was noted that in future a collage based project would be preferred as it is more inclusive for a class entry. This information will be noted for future competitions.

RECOMMENDED that competitions for Pre-School & Nurseries, Key Stage 1 and Key Stage 2 in future should be collage based as it is more inclusive for a class entry

### 13.2 Senior Schools/Community Competition

Members noted that the following had been received from Senior Schools for Rayleigh in Bloom projects:-

FitzWimarc School – Summer themed ‘yarn bombing’ such as flowers, bees, strawberries etc. These will be displayed around the King George V Playing Field from 5<sup>th</sup> July 2017.

Sweyne Park School – Simple moisture test project by year 8 students.

Members agreed that the Sweyne Park School would be invited to give a presentation on their moisture test project to the judges in the Town Council office and the FitzWimarc School meet the judges to show them their “yarn bombings” in the King George V Playing Field.

RECOMMENDED that Sweyne Park School would be invited to give a presentation on their moisture test project to the Judges in the Town Council office and the FitzWimarc School meet the judges to show them their Yarn Bombing in the King George V Playing Field.

### 13.3 Public Competitions

Members received a table of public competitions with closing and judging dates for the competitions.

RECOMMENDED that the above information be noted.

## 14 FLORAL DISPLAYS AND SPONSORSHIP

### 14.1 Licence

Members noted the Town Council has received a verbal confirmation that the licence application has been granted by Essex County Council. A written confirmation is to be received.

RECOMMENDED that the above information be noted.

### 14.2 Sponsorship

Members noted that all sponsorship invoices have been sent out and payments are being received. Four new sponsors have approached the Town Council for floral displays this year and Pearl Baker Solicitors have sponsored a promenade planter at the top of the high street. Planting of floral displays and hanging baskets was completed the weekend of 4<sup>th</sup>/5<sup>th</sup> June.

RECOMMENDED that the above information be noted.

## 15 FLOWERBEDS

### i) High Street

Members noted that all flowerbeds in the High Street have been planted for summer and one remains unsponsored.

### ii) Holy Trinity Flowerbed

Members noted that the flowerbed at Holy Trinity Church has been planted and is sponsored by Mrs E Humphries.

### iii) Orchard Avenue

Member noted the Cllrs J Lawmon and E Dray replanted the flowerbed on the corner of Orchard Avenue and that a local resident is watering the area.

### iv) Pavilion Planters

Members noted that the pots and planters located around the Pavilion and snack bar seating area would be planted by the groundstaff. The Town Council will provide the plants.

### v) Bellingham Lane/WI Flowerbed

Members noted that the Womens Institute are continuing maintaining the flowerbed adjacent to the W.I. Hall.

### vi) Barclays Bank Flowerbed

Members noted that Rayleigh Town Museum have agreed to sponsor Barclays Bank Flowerbed.

### vii) RDC - Fairview Playing Field and Windmill Garden

Rochford District Council gave an update on the work in Fairview playing field.

Work to transform the Sensory Garden into the Windmill Garden is complete, however the flowerbeds are due to be weeded and rotovated in the coming weeks. The Town Council may consider providing some flowers.

RECOMMENDED that i) Town Council to provide plants for the pavilion plots and planter and groundstaff to plant and ii) rest of the information be noted.

## 16 EVENTS/PROJECTS

### i) RHS Spring Show

Members noted that Cllrs Mrs C Callis, Mrs C Pavelin, Mrs C Roe, Mrs M Spencer and I Ward, Mrs D Norwood, E Callis and Committee Clerk attended the Rayleigh Horticulture Spring Show on Sunday 2<sup>nd</sup> April 2017 and promoted the competitions, sponsorship floral displays and community involvement in the campaign.

### ii) Market Stall

Members noted that Cllrs I Ward, B Smart, Mrs C Roe and Mrs M Spencer, Mrs L Smart and Mrs D Ewing promoted Rayleigh in Bloom at Rayleigh High Street Market on 5<sup>th</sup> April 2017.

### iii) Friends of Holy Trinity

Members noted that the Garden Trail will take place 22<sup>nd</sup> and 23<sup>rd</sup> July 2017 and the Christmas Trees Festival from 30<sup>th</sup> November to 3<sup>rd</sup> December 2017.

### iv) Rayleigh Lions

Members noted there has been no up date from Rayleigh Library regarding the suggestion for Lions Club of Rayleigh to create a floral display in their front garden to mark their 100<sup>th</sup> Anniversary.

### v) 1<sup>st</sup> Rayleigh Scouts

Members noted that the 1<sup>st</sup> Rayleigh Scouts are due to take over additional land at Kenilworth Gardens and have been requested to keep a diary of works or take photos of the project for Rayleigh in Bloom 2017/2018.

### vi) Police Cadets

Members noted that Police Cadets have offered help with litter picks and events in the Rayleigh area and will be informed of the proposed dates.

### vii) Community Payback

Members noted that the Town Council have contacted the Payback Team to tidy up the rear of the A127 Woodland, however, due to a change in personnel, dates are still to be arranged.

### viii) Litter Picks and Weeding in High Street

Cllr I Ward advised that litter and weeding picks will take place every weekend commencing Saturday 17<sup>th</sup> and Sunday 18<sup>th</sup> June. Volunteers are to meet by Rayleigh Windmill,

Bellingham Lane at 7.30am. Parking is available at Holy Trinity Church on a Saturday and High Street Car Parks are free on a Sunday. Volunteers to bring any gardening tools and gloves to help them in their work.

Members noted that the Rayleigh Salvation Army have been carrying out regular weeding sessions and litter picks around their premises and up to the corner of Love Lane.

ix) Amberol International Photograph Competition

Members noted that a three tier planter and small planter have been purchased with the voucher for the Amberol International Photographic Competition. The Town Council will provide the soil and the plants and ground staff will plant and maintain.

RECOMMENDED that i) litter pick and weeding sessions to commence from Saturday 17<sup>th</sup> and Sunday 18<sup>th</sup> June meeting at the groundsmans shed in the King George V Playing Field and ii) the rest of the information be noted.

17 ESTATE AGENT BOARDS

Members noted that following the consultation with the Sub Committee Chairman and Vice Chairman it was agreed not to go ahead with the Estate Agent Boards this year. Banners will be displayed around the town as in previous years and information will be displayed on Town Council Website, noticeboards and Rayleigh Essex facebook page, which reach a wider audience.

RECOMMENDED that the above information be noted.

18 DATE FOR NEXT MEETING

Members agreed that the next meeting would take place following the Anglia in Bloom Presentation on 14<sup>th</sup> September 2017.

Meeting closed at 11.50am

Chairman..... Date.....