



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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2nd October 2018

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 8th October 2018 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,

A handwritten signature in black ink, appearing to read 'K. Cumberland'.

Mrs K Cumberland
Town Clerk

Councillors: R Dray, R Dowell, Mrs D Mercer, Mrs C Roe, Mrs J Sawford, B Smart, Mrs M Spencer, C Stanley, I Ward, Mrs J Lumley (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 Dowell

4 SUBSTITUTES

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

5 NON-COMMITTEE MEMBERS ATTENDING

To note non-committee members attending this meeting.

6 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 10th September 2018 (previously circulated).

7 COMMITTEE BUDGET

Members to receive the Committee budget for 2018/2019. To note that the Committee budget for the next financial year will be considered at the next meeting and any proposed projects should be advised to the Town Clerk in order for quotes to be obtained.

8 RAYLEIGH IN BLOOM SUB-COMMITTEE

(a) Anglia in Bloom

To note that the AIB Conference is due to be held at Filby in Norfolk on Wednesday 7th November 2018 with a Committee Clerk and Cllrs I Ward and Mrs M Spencer in attendance. Rayleigh's Presentation Evening will be held at the Baptist Church on Wednesday 17th October 2018 from 6.30pm. The Anglia in Bloom judges who visited Rayleigh this year have agreed to attend on this evening.

(b) Rose/Shrub Beds in Town Centre

To receive the list of nominated members who check and report on the condition of the town centre beds for which the Town Council is responsible. To note that Elm is due to apply bark chippings in the near future in order to reduce weed growth, report attached.

(c) Removal of Flowers in Town Centre

To note that PHS are in the process of removing summer planting from beds and baskets.

9 ALLOTMENTS SUB-COMMITTEE

To report any matters in relation to Allotment sites.

Members to receive quotes for pathway work (at the meeting) for the Lower Wyburns site for the CIF application.

Members to note the attached list of current plot rents and to consider a review of these charges. Rent notices are due to be sent to tenants during December 2018.

10 LOWER WYBURNS WOODS, DAWS HEATH ROAD

(a) General Maintenance

Members to note that regular fortnightly site inspections are continuing and to receive a report from the most recent inspection. Members to receive Elm Horticulture's report at the meeting.

(b) Flood Alleviation Scheme

Members to receive attached report from a meeting at Anglian Sewage Works on Friday 21st September 2018 with the Town Clerk and Cllr C Stanley in attendance.

(c) The Queen's Commonwealth Canopy

Trees are expected to be delivered to the Town Council at the end of September/early October 2018 for planting in the woodland by the Town Council Chairman. A plaque will be installed.

11 CHRISTMAS LIGHTS SUB-COMMITTEE

Members to raise any issues regarding the Christmas Lights and the switch on event.

12 RAYLEIGH MARKET SUB-COMMITTEE

(a) General Matters

To note that the market on 19th September 2018 was cancelled for safety reasons due to predicted high winds.

(b) Rayleigh Area Action Plan

To note that Essex Highways has advised that they are currently processing data from recent traffic surveys and cross referencing to the Rayleigh Area Action Plan. ECC will suggest a date for a further meeting in due course.

(c) Saturday Markets

To note that general markets will be held on Saturdays in the town centre during November/December 2018, commencing from 3rd November. RDC has confirmed that it will suspend parking fees in its car parks on Saturdays during December.

13 TOWN COUNCIL CIVIC EVENT - REMEMBRANCE SUNDAY 11th November 2018

Members to raise any further matters regarding this event.

14 HIGHWAYS

(a) General

Members to report any matters on the attached form.

(b) Essex Highways

To note that County Cllr Mrs J Lumley has contacted Essex Highways again to seek another progress report regarding the replacement railings in the High Street, report attached.

To note that ward members have received a consultation regarding a proposal to install speed cushions in Victoria Avenue and Cheapside West in order to reduce speeding in this area. This matter was discussed at the LHP meeting on 27th September 2018. Town Council Ward members views have been passed to Essex Highways.

To note that the Essex Association of Local Councils is hosting a Highways Briefing alongside Essex Highways on Wednesday 7th November 2018 at Foakes Hall, Great Dunmow. This event is free of charge for members to attend.

(c) Rangers Team

Members to report any further issues for the Rangers Team.

(d) Verge Cutting on the Highway by RDC

A member's complaint has been forwarded to RDC regarding grass clippings being left on verges. There is a concern that these would kill the grass and will also block drains.

15 PUBLIC TRANSPORT/BUS SHELTERS

(a) Town Council owned Bus Shelters

Members who have responsibility for checking the condition of bus shelters to provide a verbal report (list attached).

(b) ECC Passenger Transport

To note that the next Passenger Transport meeting will be held at the Town Council office on Friday 12th October 2018 from 10.00am.

16 CRIME & ANTI-SOCIAL BEHAVIOUR MATTERS

Members to note that the Town Council and Essex Police are advertising the recruitment of two Community Special Constables for Rayleigh and to receive attached report. As recruits have not been forthcoming, members to consider a suggestion whether the Town Council should fund the costs of employing SIA trained personnel to patrol the town centre during the busier times in the run up to Christmas in order to deter purse snatches etc. To receive attached advice from the police.

17 COMMUNITY SAFETY

A Community Speed Watch session was held on Wednesday 19th September 2018 for 'European Day Without A Road Death', report attached.

Members to note that the police have approved two more locations for Community Speed Watch at Station Crescent and Victoria Road, Rayleigh.

Members to receive information regarding a 'Surround a Town' event, which is a Safer Essex Roads partnership between the police, fire service, highways and other partners to work together in a town in Essex to reduce casualties on our roads and to raise awareness of road safety. The event will take place in Basildon on 25th October 2018, report attached.

18 GRAFFITI

Members to report any new incidents. RDC has advised that, unless the graffiti is offensive, they would not undertake removal as there is no statutory duty to do so. It is up to the land/property owner to clear graffiti on their premises.

RDC has been asked to contact Stacey's Auction House regarding graffiti on the side wall of their property.

19 STREET FURNITURE

(a) General

Members to report any matters relating to street furniture and to consider a suggestion that the Town Council employs a contractor to remove posters and to conduct any necessary cleaning of street furniture if required.

(b) Chewing Gum Bins

Further to minute no 81.2 of the Environment Committee meeting held on 10th September 2018, members to consider whether the Town Council wishes to install chewing gum bins in the High Street. RDC has confirmed that planning permission would not be required for these bins. To receive attached report from the provider.

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

Members to consider any matters relating to these subjects.

(a) Big Issue

To note that the Big Issue has appointed two new vendors to Rayleigh who have been instructed not to attend the High Street on Wednesdays and Saturdays, however, vendors have not been seen recently. The same badge will be shared by the vendors and the number will be issued to the Town Council in due course.

(b) Homelessness

Members to note that there has been a recent increase in the number of homeless or beggars in the town centre. Cllr B Smart to provide a verbal report.

(c) Charities

Members to note that RDC's Licensing Officer has advised that the charities which have been present in the town centre for the purposes of signing the public up to direct debits are under a Government exemption certificate and do not come within licensing. RDC and the Town Council have a Street Management Agreement which states that they may not attend the town centre on Wednesdays and Saturdays. The Town Clerk had written to SEPP regarding the parking of a van on the pavement and has written to one of the charities regarding the use of a gazebo on the pavement in strong winds.

21 LITTER IN TOWN CENTRE

Members to report any matters relating to litter clearance in the town centre. Further to minute no 83 of the Environment Committee meeting held on 10th September 2018, RDC has confirmed that their contractors remove litter from the flower beds.

22 TOWN CENTRE CLOCK

Members to report any matters regarding the Town Clock.

23 TOURISM FORUM

To note that the Town Council Chairman and Town Clerk have been invited by RDC to attend a Tourism Forum on Thursday 11th October 2018 at 10.00am at the Freight House, Rochford.

24 PUBLIC FOOTPATHS

Members are invited to raise any matters regarding public footpaths.

25 RAYLEIGH TOWN MUSEUM

The Environment Committee Chairman will provide a verbal report. Members are invited to raise any matters regarding the Rayleigh Town Museum.

26 HERITAGE PLAQUES

To note that the Town Guide is in the process of being reprinted.

27 RAYLEIGH THROUGH THE LOOKING GLASS

Members are invited to raise any matters regarding Rayleigh Through the Looking Glass

28 RAYLEIGH MOUNT

The date of the next meeting of the National Trust Local Mount Committee is Thursday 4th October 2018 at 7.05pm at Rayleigh Town Museum – Cllrs Mrs C Pavelin and C Lumley advised.