

RAYLEIGH TOWN COUNCIL  
MINUTES OF ENVIRONMENT COMMITTEE MEETING  
held on 21<sup>st</sup> January 2019 at 7.30pm  
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr Mrs C Roe

Councillors: R Dray, Mrs D Mercer, Mrs J Sawford, B Smart, Mrs M Spencer, C Stanley, I Ward, Mrs J Lumley and J Lawmon

In attendance: Mrs K Cumberland, Town Clerk

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

145 DECLARATIONS OF INTEREST

Cllr R Dray, Mrs C Roe, C Stanley, I Ward and Mrs J Lumley declared a non-pecuniary interest in matters relating to RDC by virtue of being members of that Council.

Cllr Mrs J Lumley declared a non-pecuniary interest in matters relating to ECC by virtue of being a member of that Council.

146 PUBLIC FORUM

The Chairman welcomed Mr Davies and said it was good to see him again at an Environment Committee meeting and invited him to speak for minute no 152.2, 169 – 173.

147 APOLOGIES FOR ABSENCE

Apologies received from Cllr R Dowell.

148 SUBSTITUTES

None.

149 NON-COMMITTEE MEMBERS ATTENDING

None.

150 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 19<sup>th</sup> November 2018

RESOLVED to sign the minutes as a correct record.

## 151 COMMITTEE BUDGET

### 151.1 Financial Year 2018/2019

Members considered the Committee budget for the current year and noted that the Christmas Lights Event expenditure had exceeded the budget due to items being agreed after the budget was set including signs, security, advertising for Premises Licence and van hire for PA team.

RECOMMENDED that this information is noted.

### 151.2 Financial Year 2019/2020

Members received a copy of the revised budget for the Environment Committee and noted that, following minute no 100 of the Full Council meeting held on 14<sup>th</sup> January 2019, the Community Safety budget has increased to £21,300 (£2,000 for Community Specials and £19,300 for private security).

RECOMMENDED that this information is noted.

## 152 RAYLEIGH IN BLOOM SUB-COMMITTEE

### 152.1 Rayleigh in Bloom Sub-Committee

Members noted that a meeting of the Rayleigh in Bloom Sub-Committee will take place on Monday 4<sup>th</sup> February 2019 at 12.30pm.

Members received notes of an informal meeting that took place with the florals contractor PHS on 4<sup>th</sup> December 2018.

Members noted that Cllr C Stanley had installed rubber band fixings to the railing planters.

RECOMMENDED that this information is noted.

### 152.2 Rose/Shrub Beds in Town Centre

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

Further to minute no 125.1 of the Environment Committee meeting held on 19<sup>th</sup> November 2018, RDC has been requested to improve the land around the Holocaust Memorial by dead heading roses and weeding, as suggested by the AIB judges. The Committee Chairman agreed to contact RDC's Mr M Hotten.

Further to minute no 125.3 of the Environment Committee meeting held on 19<sup>th</sup> November 2018, members noted the following:

The frequency of weeding sessions in the Barclays Bank rose beds will be reviewed at the next Environment Committee meeting.

Woodchips have been installed by Elm at the Holy Trinity flower bed

Cllr Mrs J Lumley reported that the Town Clerk had provided minutes from Environment Committee meetings regarding the maintenance of the Finchfield Rose Beds. It was noted that the Town Council's contractor is currently maintaining the rose beds, due to the necessity for these to be in good condition for the AIB judges. Cllr Mrs J Lumley had discussed the matter with RDC's Matt Harwood White who advised that the maintenance of these beds and the verges is the responsibility of Sanctuary Housing and there had been no complaints from residents. Trustees take decisions on enhanced maintenance from quotes received. Cllr Mrs J Lumley has contacted Sanctuary Housing.

Mr Davies, who is a Trustee of the Finchfield Trust, explained that residents have complained about the rose beds. The Evangelical Church had asked RDC whether they could take over the management of the large grass verge at the Eastwood Road junction but has not received a decision. Mr Davies would like to address these issues at a Trustees meeting in March or April 2019.

It was noted that it would be helpful if a boundary map was provided by RDC and this will be forwarded to Cllr R Dray who will attend a Trustees meeting in his RDC Vice-Chairman role.

RECOMMENDED for (i) for the Committee Chairman to contact RDC's Mr Hotten (ii) Sanctuary Housing's response to be advised to next Environment Committee meeting and (iii) boundary map to be obtained from RDC and to be forwarded to Cllr R Dray.

### 152.3 Crown Hill Public Toilets Shrub Beds

Members noted that Elm installed bark chippings to both beds as advised by PHS. A letter and follow up email have been sent to the adjacent property owner regarding the Town Council's plans for this bed. It was noted that RDC has removed soil from the side of this house, following concerns raised by the resident regarding damp proof. RDC has also replanted the pyracantha away from the house wall in order to allow painting to be conducted by the resident. Following a suggestion by the Town Clerk for a member to visit the resident to discuss the matter, members declined Cllr J Lawmon's offer as Council Chairman to do so, and it was suggested that a third letter should be sent to the resident with mention of the forthcoming AIB judging day within the letter. The matter may be discussed again at the next RIB meeting.

Cllr C Stanley suggested that the proposed willow fencing to hide the graffiti on the resident's wall could be installed on posts with tie wraps, in front of the wall.

It was noted that a local solicitor has declined an invitation to sponsor these beds.

RECOMMENDED to send a third letter to the resident and any response is to be discussed at the next RIB meeting.

## 153 ALLOTMENTS SUB-COMMITTEE

Members noted that a Sub-Committee meeting had not been arranged due to a decision being awaited on the CIF application. However, as no information has been received to date from ECC, it was agreed to hold the Allotments Sub-Committee meeting in the near future.

Members noted that rent renewal notices were issued early in December 2018. 8 tenants have relinquished their plots and 3 rents are outstanding and are being chased. An update on waiting lists will be provided at the Sub-Committee meeting.

RECOMMENDED to arrange Sub-Committee meeting and provide update on waiting lists.

## 154 LOWER WYBURNS WOODS, DAWS HEATH ROAD

### 154.1 General Maintenance

Members received a report from the most recent Town Council inspection by a Committee Clerk with Cllr J Lawmon in attendance. Members also received Elm's monthly report.

Members noted that:

RDC has commenced the removal of fly tipping and litter on the A127 boundary of this site.

A resident reported a person camping at the site, however, the person has now left the area. Notices regarding rules for the woodland eg no camping, no fires/BBQs etc should be displayed in the notice board.

RECOMMENDED to check notices in board and display new notice as required.

### 154.2 Flood Alleviation Scheme

Members noted that the Environment Agency has confirmed that they would like this project to proceed and sent an email to the Town Clerk today suggesting dates for a meeting. The email had been sent to members of the Lower Wyburns Sub-Committee.

RECOMMENDED for members of the Lower Wyburns Sub-Committee to attend meeting in due course.

### 154.3 The Queen's Commonwealth Canopy

The Committee Chairman thanked Cllr C Stanley for making the plinth for a plaque that has been produced and installed in the woodland to mark the trees that were received from the Woodlands Trust in October 2018. The Town Council Chairman will unveil the plaque at a ceremony to be held within the near future. Mark Francois MP will be invited to attend.

RECOMMENDED to arrange ceremony.

155 CHRISTMAS LIGHTS SUB-COMMITTEE

Members noted that a Christmas Lights Sub-Committee meeting will be held on Monday 4<sup>th</sup> February 2019 at 11.30am. The tender for the installation/removal of the lights is reported at minute no 175.

RECOMMENDED that this information is noted.

156 RAYLEIGH MARKET SUB-COMMITTEE

156.1 Italian Market

Members noted that the organisers of an Italian Market have advised that they will be attending Rayleigh on 23<sup>rd</sup> March and 31<sup>st</sup> August 2019 with at least ten stalls.

RECOMMENDED that this information is noted.

156.2 Rayleigh Area Action Plan

Members noted that ECC has advised that they are due to write to the Town Council to move this forward and to suggest meeting dates. Members received information on the High Street Fund and noted that ECC has been advised that Expressions of Interest must be submitted during March 2019. It was noted that RDC will be required to submit the Expression of Interest and it was agreed to invite RDC's Regeneration Officer Daniel Kudla to the meeting.

Members noted that officers from RDC are due to attend the Full Council meeting on Monday 25<sup>th</sup> February 2019 to discuss how Councils can help businesses in the town centre. Members were invited to pass their questions for RDC onto the Town Clerk.

RECOMMENDED to (i) arrange meeting with ECC and invite RDC's Daniel Kudla and (ii) for members to send questions for RDC to the Town Clerk for their officers attendance at the next Full Council meeting.

157 TRINITY FAIR SUB-COMMITTEE MEETING

Members noted that the Trinity Fair Sub-Committee meeting will be held on Wednesday 13<sup>th</sup> February 2019 at 7.30pm.

RECOMMENDED that this information is noted.

158 REMEMBRANCE DAY WORKING GROUP MEETING

Members noted that the Remembrance Day Working Group meeting will be held on Tuesday 29<sup>th</sup> January 2019 at 10.00am.

RECOMMENDED that this information is noted.

## 159 HIGHWAYS

### 159.1 General

Members noted that the Parish representative for the LHP did not attend the meeting in December 2018. He was introduced to RHALC members at the meeting last week and is very keen to attend future LHP meetings to represent all parishes. It was agreed that members should report any items for consideration by the LHP to the Town Clerk.

RECOMMENDED to report items for LHP to Town Clerk.

### 159.2 Essex Highways

It was noted that members had received the Essex Highways Highlights.

RECOMMENDED that this information is noted.

### 159.3 Rangers Team

Further to minute no 130.3 of the Environment Committee meeting held on 19<sup>th</sup> November 2018, it was noted that ECC has advised that they have reported the vegetation clearance at Nobles Green to the Rangers Team.

RECOMMENDED that this information is noted.

### 159.4 Castle Road Car Park

Following a resident's enquiry at a Town Cllr Surgery, members noted information provided by RDC. It was agreed that the signs for this car park require improvement and Cllr Mrs J Lumley advised that she will take this forward to ECC.

RECOMMENDED that this information is noted.

### 159.5 Heritage Trail Race

Members noted that a race is being organised by Mr Karl Cadman to follow the town's Heritage Trail on Sunday 10<sup>th</sup> March 2019 from 10.30am. Mr Davies advised that approximately 30 people will take part and confirmed that the race will not go through the KGV Playing Field due to football matches taking place.

RECOMMENDED that this information is noted.

## 160 PUBLIC TRANSPORT/BUS SHELTERS

### 160.1 Town Council owned Bus Shelters

Members advised that there were no issues to report.

RECOMMENDED that this information is noted.

## 160.2 Notification of Bus Consultation December 2018

The consultation documents were passed to members in December 2018 and have been included on notice boards and the Town Council's website. The consultation ends on 22<sup>nd</sup> March 2019.

RECOMMENDED that this information is noted.

## 161 COMMUNITY SAFETY - CRIME & ANTI-SOCIAL BEHAVIOUR MATTERS

### 161.1 Police Community Special Constables

Members noted that the Town Council and Essex Police are advertising the recruitment of two Community Special Constables for Rayleigh. There has been no interest for the Rayleigh recruitment to date. Members received Cllr I Ward's report on Community Special Constables.

RECOMMENDED that this information is noted.

### 161.2 Informal Public Police Meetings

Cllr C Stanley reported that he had attended a public informal meeting with the police at the Roebuck earlier today and was disappointed that only one other Cllr and two members of the public attended. It was noted that the police only advertise these meetings on social media and their website, but not on their messaging service. It was agreed to ask the police to inform the Town Council in advance of the sessions and to advertise in all other ways available.

Members noted that PCSO Ian Pealing is due to visit the Town Council office fortnightly to provide an update of policing in the town.

RECOMMENDED to ask the police to advertise meetings in all media.

### 161.3 Engagement of Private Security Patrols

Further to minute no 99.1 of the Full Council meeting held on 14<sup>th</sup> January 2019, members considered the following:

Members noted that the total budget for the engagement of private security services in 2019/2020 is £20,300, which includes £1,000 from the KGV Committee. Members noted that the role of the security personnel would be the same as previously agreed and discussed various aspects of the proposed specification for the invitation of tenders as follows:

#### **Days of the Week**

The budget will not stretch to the provision of services for every Wednesday, Saturday and after school every day in the week. The general view was that Saturdays are required as this is when there is potential for youths to cause anti-social behaviour in the town centre (as reported by Stambridge Security Services), and youths are usually at

school on Wednesdays. Cllr C Stanley asked for it to be minuted that he prefers patrols to be on Wednesdays for the market to protect the community, rather than to deal with anti-social behaviour. Members advised that anti-social behaviour affects the community as a whole, not just the shop keepers. Stambridge Security did not apprehend any purse snatchers in the trial period, however, there were 9 recorded by the police, which could have occurred on days the patrols did not take place. The presence of Community Safety personnel conducting patrols in the town centre may be enough of a deterrent against crime. It was agreed that the matter would be reviewed as the weather improves and the public attendance on Wednesdays increases.

Due to reports at the last Full Council meeting that school children from FitzWimarc are causing anti-social behaviour after school in the town centre, it was agreed that patrols should be conducted on two days of the week, but these would be random so that offenders are not aware when patrols will take place.

Patrols should continue to be conducted in the school holidays on the two random days of the week, with possibly more time spent in the KGV field.

Patrols should also be conducted on end of term days when the senior schools leave at lunch time. It was noted that the anti-social behaviour that occurred at the shops on the London Road (reported at the last Full Council meeting) was a one-off incident.

### **Times**

Members received further information from Stambridge Security Services regarding possible patrol times. The following times were agreed:

Saturdays – 11.00am to 6.00pm for 7 hours

Weekdays after school – 3.30pm – 6.00pm (time to be brought forward to lunchtime for end of term days).

### **Locations**

It was agreed that all patrols would include the following areas:

From Crown Hill to Holy Trinity Church, including the Crown Hill Public Toilets  
And the King George V Playing Field (mainly teen shelter and skate park).

### **Role of Security Personnel**

To patrol the specified areas to provide general reassurance to the public by acting as a deterrent against crime, such as purse snatchers, and anti-social behaviour and to take necessary and appropriate action against offenders. Personnel should sign up to the Traders App in order to be informed of current information about the town and should get to know shop keepers on the route. Personnel may enter shops but are not expected to patrol shops or to act as 'store detectives'. Personnel would be expected to tell those sitting on the pavements not to beg and to report any beggars, buskers, charity workers, street traders etc to the Town Council.

### **Personnel**

Patrols should be conducted in twos (see advice from Stambridge Security Services). All personnel should be SIA trained and at least one of patrol team should be Police Accredited.

Bodycams may be desirable but the legalities would need to be checked and the images should be controlled and owned by the security company, following all GDPR laws. The Town Council would provide hi vis jackets that state 'Rayleigh Town Council Community Safety'.

Reports from each day that a patrol takes place should be sent to the Town Council.

### **Contract**

The contract should be for an initial 3 months, which could be extended to one year if both sides agree. The scheme and the appointed security company's performance would be reviewed at an Environment Committee meeting for recommendations to be considered by the Full Council.

The Town Clerk would be delegated to discuss day to day issues with the security company in liaison with the Environment Committee Chairman, with regular reviews conducted at Environment Committee meetings.

The Company will be expected to adhere to all laws including health and safety and GDPR.

### **Cost of Contract**

The cost to engage 2 SIA trained personnel at £13.50 per hour each (based on Stambridge Security's current rates) for 12 hours per week (7 hours on Saturdays and 5 hours on random weekdays) for 52 weeks of the year is £16,848. Members agreed that this cost would allow for additional patrols to be conducted, as deemed necessary by the Town Council, for Wednesday markets and other times. (The remaining £3,452 in the agreed budget of £20,300 could fund patrols at the Wednesday market for 18 weeks of the year at 7 hours per day).

Cllr I Ward proposed and Cllr Mrs J Lumley seconded that the specification for the contract (as described above) should be considered by the Full Council. All in favour and one objection from Cllr C Stanley who would like it noted that he would prefer patrols to be on Wednesdays (discussion reported above).

RECOMMENDED for the Full Council to consider the proposed contract specification as described above.

## 161.4 Community Safety Working Group

Further to minute no 99.1 at the Full Council meeting held on 14<sup>th</sup> January 2019, members noted that the Committee had been requested to consider suggestions for the formation of a Community Safety Working Group. Members noted that Cllrs J Lawmon, Mrs C Callis, J Newport and C Stanley have expressed an interest in being members of a Community Safety Working Group if it is formed.

Cllr Mrs J Lumley proposed that the formation of a new Working Group would be an admin overload and was not necessary as these matters are already being discussed by the Environment Committee. Seconded by Cllr I Ward. A total of 6 were in favour, 3 against and the Environment Committee Chairman abstained.

RECOMMENDED for the Full Council to consider that the formation of a new Community Safety Working Group is not necessary.

## 162 COMMUNITY SPEEDWATCH

Members noted that Community Speed Watch sessions were held on 4<sup>th</sup> December (Victoria Road) and 13<sup>th</sup> December 2018 (Rawreth Lane).

Further to minute no 133.1 of the Environment Committee meeting held on 19<sup>th</sup> November 2018, members noted that PC Steve Joynes has stated that the use of the mobile speed vans is dictated normally by collision data and deployed countrywide by HQ. Information regarding a report by a resident of speeding on Rawreth Lane was passed to PC Steve Joynes.

It was agreed to consider further speedwatch sessions at the next Environment Committee meeting due to the winter weather.

RECOMMENDED to consider sites for speedwatch at next Environment Committee meeting.

## 163 GRAFFITI

No new incidents were reported. Members noted that 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.

RECOMMENDED that this information is noted.

## 164 STREET FURNITURE

### 164.1 Directional Finger Sign by New Look

Members received photos and noted that the directional finger sign on the heritage post in the High Street by Elliott and Smith Estate Agents that pointed to the Mill Arts and Events Centre has been damaged. As there is already a sign nearby at New Look that points to the Mill, members agreed with a suggestion to replace the finger with a new sign to say 'Public Toilets and Defibrillator' to point towards the Crown Hill Public Toilets.

H & B has advised the cost to remove the old and install a new sign (which will be made by another contractor) will be £160.

Members noted that it is not possible to install a new directional sign on a lamp column due to the structural surveys for Christmas Lights and Floral Displays as this would add weight to the column and could cause failure for these attachments.

RECOMMENDED to replace the Mill directional finger sign with a new sign for Crown Hill Public Toilets and Defibrillator.

### 164.2 Directional Sign in Ernie Lane

Members noted that the green 'Rayleigh Town Council' directional sign in Ernie Lane has become detached from the lamp column and will be repaired and reinstated. H & B will quote to install this sign.

RECOMMENDED to re-install this sign.

#### 164.3 Defibrillator at Crown Hill Public Toilets

Members noted that the defibrillator is now installed and is available for use. The Ambulance Service has been informed and the location of town centre defibrillators is on the notice board.

RECOMMENDED that this information is noted.

#### 164.4 Red Telephone Box by Crown Pub

Members noted that Intech is due to replace the door hinge on this listed phone box on 22<sup>nd</sup> January 2019 at a cost of £162.50 (prior agreement obtained from Env Committee Chairman).

RECOMMENDED that this information is noted.

#### 165 CROWN HILL PUBLIC TOILETS

Members noted that Healthmatic appear to be managing the new public toilets to a satisfactory standard and any minor complaints have been dealt with by Healthmatic. Due to recent blockages, a check will be conducted to ensure that Healthmatic display appropriate signs.

RECOMMENDED to contact Healthmatic regarding signs.

#### 166 STREET FUNDRAISERS/BIG ISSUE/CHARITY SHOPS/BUSKERS/BEGGARS

##### 166.1 Big Issue

Members noted that the Big Issue had appointed two temporary vendors to Rayleigh for the December period and they were instructed not to attend the High Street on Wednesdays and Saturdays. It was noted that they continue to stand outside Boots and do not walk around the town centre as previously requested.

RECOMMENDED that this information is noted.

##### 166.2 Homelessness/Beggars

Members received a report from Cllr B Smart with information from RDC and the Police. It was noted that the street sleeper at Savers has left the area. The street sleeper at a bus shelter on London Road was reported to all of the relevant organisations and has since left the area. RDC has tried to assist the one legged man who sits on the pavement in the town centre.

It was confirmed by Cllr B Smart that single men tend to be excluded from the provision of temporary accommodation due to priority being given to families with children.

Members noted that the Assistant Area Manager at Greater Anglia has provided his mobile telephone number to the Town Clerk for reporting any beggars seen at Rayleigh Railway Station. It was agreed to inform the Town Clerk of any further reports.

RECOMMENDED to report beggars at the railway station to the Town Clerk.

167 LITTER/FLY POSTING IN TOWN CENTRE

Members noted that a contractor was requested to remove the glue from old posters on the electricity boxes and he has advised that this was 90% successful. It was agreed to continue to ask the contractor to remove these posters. Mr Davies agreed to report any posters seen to the Town Clerk.

RECOMMENDED to report posters to the Town Clerk for removal by the contractor.

168 TOWN CENTRE CLOCK

Members noted that the service was conducted by the manufacturers (Smiths of Derby) in December 2018 with no problems being reported. A new 5 year service agreement with the clock manufacturers has been paid, total cost is £785.

It was noticed that the face of the clock is not lit at present and a report will be made to Smiths of Derby.

RECOMMENDED to report fault to Smiths of Derby.

169 ROCHFORD DISTRICT COUNCIL'S TOURISM FORUM

Members received RDC's notes of a meeting that was held on 3<sup>rd</sup> December 2018 and noted that the inaugural meeting of the Discover 2020 Organising Committee will be held on 11<sup>th</sup> February 2019. Cllr J Lawmon agreed to inform the Town Clerk whether he can attend and, if not, Cllr Mrs J Lumley will attend.

A further wider Tourism Forum event is likely to be scheduled for Spring 2019.

RECOMMENDED for Cllrs to attend as specified.

170 PUBLIC FOOTPATHS

Mr M Davies provided a verbal report and mentioned that he attended a site meeting with the Land Agent at the Bartletts and discussed the location of both the fencing and public footpath. The Land Agent agreed to install a gate. Mr Davies will check with ECC whether a stile on this site is still compliant.

RECOMMENDED that this information is noted.

171 RAYLEIGH TOWN MUSEUM

Mr M Davies provided a verbal report and thanked Cllr Mrs C Roe for stepping in as Chairman in his recent absence. The Museum volunteers have proved that the Museum is sustainable and have all rallied round. The Museum has had 23,000 visitors since its opening nearly 3 years ago, which equates to approximately £280,000 income for the town in the calculation of the Museum's Economic Value.

The Museum will continue to conduct its talks, exhibitions and coach trips in 2019 and is considering the acquisition of new exhibits.

A timeline for the Railway Station's 130<sup>th</sup> anniversary, for installation on the platform, is being considered.

Cllr I Ward mentioned that information regarding Reading University's Museum of English Rural Life had gone viral.

RECOMMENDED that this information is noted.

172 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies provided a verbal report and mentioned that RTTLG is being integrated with Rayleigh Town Museum. He has offered to store the Grade II listed memorial of the two airmen from a site in Shotgate at the Museum.

RECOMMENDED that this information is noted.

173 RAYLEIGH MOUNT

Members noted that the next Local Committee meeting is due to be held on Thursday 7<sup>th</sup> March 2019 at 7.05pm at the Rayleigh Town Museum. Representatives have been informed.

RECOMMENDED that this information is noted.

174 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that in accordance with s.1 of the Public Bodies (Admission to meetings) Act 1960 to resolve that, in view of the nature of the business to be discussed, it is in the opinion of the Committee advisable that the public and press be excluded and they were instructed to withdraw.

175 TENDER FOR 3 YEAR CONTRACT 2019 – 2021 FOR  
INSTALLATION/REMOVAL OF CHRISTMAS LIGHTS

Members noted that tenders were invited for the installation and removal of Christmas lights during the season to allow companies to view the lighting arrangements. The opportunity was advertised on the Contracts Finder, RDC and the Town Council websites. 14 companies received the tender documents, only 2 returned completed tenders.

It was noted that the specification includes mention of the Guide for the Installation and Maintenance of Seasonal Decorations.

The tender from the current contractor is considerably lower than the tender from the other company, which is in excess of £27,000 per year. Members agreed that the service provided by the current contractor is very good. Cllr I Ward proposed that, for these reasons, the contract should be awarded to the current contractor Aylesford Electrical Contractors Ltd at a cost of £15,150 per year. Cllr Mrs J Lumley seconded and all were in favour.

RECOMMENDED to award 3 year contract for installation and removal of Christmas Lights to Aylesford Electrical Contractors Ltd at a cost of £15,100 per year.

The meeting closed at 9.40pm

Chairman

Signature.....

Date.....