



RAYLEIGH TOWN COUNCIL

The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880

Email: clerk@rayleightowncouncil.gov.uk

www.rayleightowncouncil.gov.uk

VAT number: 830 7558 23

17th June 2019

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 24th June 2019 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,

K Gaiger

pp

Mrs K Cumberland
Town Clerk

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

AGENDA

1 DECLARATIONS OF INTEREST

Members to declare an interest in relation to 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. Apologies have been received from Cllr Mrs J Sawford.

4 SUBSTITUTES

To be notified to the Town Clerk before the commencement of the meeting. Cllr D Sperring will substitute for Cllr Mrs J Sawford.

5 NON-COMMITTEE MEMBERS ATTENDING

To note non-committee members attending this meeting.

6 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 13th May 2019 (previously circulated).

To sign the minutes as a correct record.

7 COMMITTEE BUDGET

To receive the Committee budget.

8 RAYLEIGH IN BLOOM SUB-COMMITTEE

(a) Rayleigh in Bloom Sub-Committee

Members to note that a Rayleigh In Bloom Sub Committee meeting took place on 17th June 2019. The Anglia in Bloom Judging date will be Thursday 11th July 2019.

Members to note that ECC has conducted the visual structural survey of lamp columns for floral displays.

(b) Rose/Shrub Beds in Town Centre

To receive any updates from nominated members who check and report on the condition of the town centre beds for which the Town Council is responsible, and to receive Elm's monthly report (attached).

Further to minute no 12.2 of the Environment Meeting held on 13th May 2019 members to note the Town Council have received clarification from the contractor that they maintain three rosebeds at Finchfield on a monthly basis. This is included in the monthly cost of £335. The details have been forward to Cllr R Dray as requested.

9 ALLOTMENTS SUB-COMMITTEE

The date for the next allotment meeting will be arranged in due course.

10 LOWER WYBURNS WOODS, DAWS HEATH ROAD

(a) General Maintenance

Members to note that regular fortnightly site inspections by the Town Council are continuing and a report is attached.

Members to receive Elm's monthly report for May. (attached).

11 RAYLEIGH MARKET SUB-COMMITTEE

(a) General Matters

To consider any general matters regarding the markets.

(b) Italian Market

Further to minute no 15.2 of the Environment Committee Meeting held on 13th May 2019 Members to note that the Italian Market will take place on Saturday 31st August 2019 with at least ten stalls.

12 TRINITY FAIR SUB-COMMITTEE MEETING

Members to receive a verbal report regarding the Trinity Fair on Sunday 9th June 2019 and a meeting will be arranged in due course to discuss arrangements for 2020.

13 REMEMBRANCE DAY WORKING GROUP MEETING

Members to note that a Remembrance Day Meeting will be held on 19th June attended by Cllr D Sperring and Deputy Town Clerk. An update will be provided.

The Town Council's road closure application for the day has been approved.

14 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.

(b) ECC Passenger Transport Meeting

Further to minute no 18.2 of the Environment Committee meeting held on 13th May 2019 members to note that the ECC Passenger Transport Meeting was held on 7th June 2019 at the Town Council's Chamber at the Pavilion. The meeting was attended by Cllr E Dray.

15 COMMUNITY SAFETY - CRIME & ANTI-SOCIAL BEHAVIOUR MATTERS

(a) Police Community Special Constables

Members to note that the Town Council and Essex Police are advertising the recruitment of two Community Special Constables for Rayleigh, an update will be provided if received.

(b) Town Council Meetings with PCSO

Members to note that the PCSO visited the Town Council office on 29th May and was aware of anti-social behaviour in the playing field and Websters Way Car Park on the evening of the 24th May.

16 COMMUNITY SPEEDWATCH

Further to minute no 20 of the Environment Committee meeting held on 13th May 2019 community speed watch sessions will be arranged over the summer months now that the weather has improved and dates will be provided at the meeting.

17 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.

18 STREET FURNITURE

Members to report any matters relating to street furniture.

(a) Directional Sign by The Works (previously New Look)

Further to minute no 22.1 of the Environment Committee held on 13th May 2019 the new finger for the directional sign on the heritage post in the High Street by Elliott and Smith Estate Agents has been ordered. The sign will point to public toilets and defibrillator.

(b) Directional Sign in Ernie Lane

Further to minute no 22.2 of the Environment Committee meeting held on 13th May 2019 members to note that the green 'Rayleigh Town Council' directional sign in Ernie Lane will be reinstalled when the new finger sign above has been received.

19 CROWN HILL PUBIC TOILETS

Members to note that Healthmatic appear to be managing the new public toilets to a satisfactory standard and there have been no incidents reported to date.

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 not appointed a vendor at present.

(b) Homelessness/Beggars

Members to report any matters regarding homelessness and beggars in the town.

Members to note that the Town Council has been advised to take details of when individuals are seen begging in High Street and report to the office.

21 LITTER/FLY POSTING IN TOWN CENTRE

Members to report any matters relating to litter/fly posting clearance in the town centre.

22 TOWN CENTRE CLOCK

Further to minute no 26 of the Environment Committee Meeting held on 13th May 2019 members to consider the quote attached to repair the internal lighting.

23 TOWN GUIDE & HERITAGE TRAIL

Further to minute no 27 of the Environment Committee meeting held on 13th May 2019 members to note that the 7000 updated Town Guide and Heritage Trail Leaflets have been received and distributed as follows:

3,500 to Mr M Davies for distribution to schools and from the museum

1,000 to be distributed by company

500 delivered to Southend Borough Council

2,000 for Town Council to distribute during the year and for racks at Rayleigh Station and Civic Suite.

24 ROCHFORD DISTRICT COUNCIL'S TOURISM FORUM

Members to receive any update on the wider Tourism Forum 2020 at the meeting.

25 PUBLIC FOOTPATHS

Mr M Davies has provided a report (attached). Members are invited to raise any matters regarding public footpaths.

26 RAYLEIGH TOWN MUSEUM

Mr M Davies has provided a report (attached). Members are invited to raise any matters regarding the Rayleigh Town Museum.

27 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies has provided a report (attached). Members are invited to raise any matters regarding Rayleigh Through the Looking Glass

28 RAYLEIGH MOUNT

Further to minute no 32 of the Environment Committee meeting held on 13th May 2019 members to note that a Local Committee meeting took place on Thursday 13th June 2019 at the Rayleigh Town Museum. Representatives to provide a verbal report at the meeting.

29 HAMBRO HILL PARADE

Members to note that a crossing has now been repaired at Hambro Hill Parade.