



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
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19th August 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 **Tuesday 27th August 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 M Spencer.

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 24th June 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 the Anglia in Bloom Judging took place on 11th July 2019. The results will be announced at the Ceremony on 10th September. The Town Council Chairman, Sub Committee Chairman and Environment Chairman will be attending.

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).

Members to note the Town Council have been informed that RDC will commence the maintenance of three rosebeds at Finchfield on a monthly basis. The Town Council office have contacted RDC for a date in order to instruct ELM to stop tending to these areas. They will then be removed from the monthly schedule. An update will be provided at the meeting.

A meeting has been arranged with PHS for 2nd October to discuss the maintenance of the High Street floral displays.

Members to consider a suggestion from a member to remove the rose bushes from the two flowerbeds located behind Barclays Bank (replant in King George V Playing Field if suitable) and replace with shrubs and plants similar to those used in the flowerbed adjacent to Holy Trinity Church. The plants would require less maintenance than the roses and create a more eye catching display.

9 ALLOTMENTS SUB-COMMITTEE

The date for the next allotment meeting is Tuesday 24th September at 9.30am

10 CHRISTMAS LIGHTS SUB-COMMITTEE

Members to note that the Town Council's road closure has been approved by Rochford District Council for Thursday 28th November 2019. Expression of Interest letters have been sent out to stall holders and organisations with a deadline for replies by Friday 13th September.

A sub-committee meeting will be arranged for September 2019.

11 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 June and July. (attached).

Further to minute no 42 of the Environment Committee meeting held on 24th June 2019 members to note that quotes are being received to replace the dying saplings which are part of the HM Canopy.

Members to note that letters have been sent to residents to inform them to remove the two bridges at the Lower Wyburns Woodland. A report will be given at the meeting.

12 RAYLEIGH MARKET SUB-COMMITTEE

a) General Matters

To consider any general matters regarding the markets.

b) Italian Market

Further to minute no 43.2 of the Environment Committee Meeting held on 24th June 2019 members to note that the Italian Market will take place on Saturday 31st August 2019 with at least ten stalls.

13 REMEMBRANCE DAY WORKING GROUP MEETING

Further to minute no 45 of the Environment Committee meeting held on 24th June 2019 members to note that a Remembrance Day Parade and Service will take place on Sunday 10th November 2019 following the same format as previous years. A meeting will be arranged in September to discuss the outstanding arrangements for this year and the organising of the event in future years.

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 46.2 of the Environment Committee meeting held on 24th June 2019 members to note that details have been passed on to Mr Mike Davies in order to provide nomination details for the naming of the No 1 bus service.

15 COMMUNITY SPEEDWATCH

Further to minute no 48 of the Environment Committee meeting held on 24th June 2019 community speed watch session took place on Monday 19th August at The Chase. The sessions planned for 4th and 16th July did not take place due to lack of volunteers.

16 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.

17 STREET FURNITURE

Members to report any matters relating to street furniture.

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

Further to minute no 50.1 of the Environment Committee held on 24th June 2019 the new fingers for the directional sign on the heritage post in the High Street by Elliott and Smith Estate Agents have been installed.

b) Directional Sign in Ernie Lane

Further to minute no 50.2 of the Environment Committee meeting held on 24th June 2019 members to note that the green 'Rayleigh Town Council' directional sign in Ernie Lane was due to be reinstalled when the new finger sign was installed, however the contractor advised that the arm and been damaged and cannot be rehung due to health and safety concerns. A replacement arm is being ordered.

c) Eastwood Road Bench

Members to note that a resident has contacted the Town Council regarding the relocation of a bench outside 185 Eastwood Road due to it attracting anti-social behaviour. The bench is not the responsibility of the Town Council and the matter is being discussed with Rochford District Council.

d) Bollards High Street (Junction with Crown Hill)

Members to note that a site meeting took place on 1st August between Essex County Council and Cllr Mrs J Lumley to clarify the location of the barriers to be replaced with bollards. The barriers located at the exit of the taxi lagoon will be replaced with seven bollards which have passed the necessary health and safety requirements. The work will be carried out in the coming months.

18 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.

19 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.

20 LITTER/FLY POSTING IN TOWN CENTRE

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

21 TOWN CENTRE CLOCK

Further to minute no 54 of the Environment Committee Meeting held on 24th June 2019 members to note that lighting will be replaced in the clock on the 4th September 2019 at the agreed cost of £976.

Members to receive the cost of the last year for the clock (attached).

22 ROCHFORD DISTRICT COUNCIL'S TOURISM FORUM

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

23 PUBLIC FOOTPATHS

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

24 RAYLEIGH TOWN MUSEUM

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

25 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

26 NEW HERITAGE PLAQUES

Member to receive a list of 6 suggested locations provided by Mr M Davies for possible new Heritage Plaques (attached)

27 RAYLEIGH MOUNT

Further to minute no 60 of the Environment Committee meeting held on 24th June 2019 members to receive a copy of the minutes for the meeting held on 13th June 2019 (attached) and to note that the next meeting will be held on Thursday 3rd October 2019 at Rayleigh Town Museum at 7.05pm. Details have been sent to the Town Council's Representatives.

28 CRUCIAL CREW

Members to note that RDC have arranged for Crucial Crew to take place for all Rayleigh Schools from Monday 30th September to Friday 4th October 2019. All schools across the District have been invited to attend. A verbal report will be provided at the meeting in relation to additional arrangements and whether the Town Council should arrange for certificates to be printed, as in previous years for Rayleigh pupils only.