

RAYLEIGH TOWN COUNCIL  
MINUTES OF ENVIRONMENT COMMITTEE MEETING  
held on 27<sup>th</sup> August 2019 at 7.30pm at  
the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr Mrs C Roe,

Councillors: J Burton, R Dray, J Lawmon, Mrs D Mercer, B Smart, Mrs M Spencer, Mrs J Sawford, C Stanley

In attendance: Miss K Gaiger, Deputy Town Clerk

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

62 DECLARATIONS OF INTEREST

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

Cllr Mrs M Spencer declared a non-pecuniary interest in Anglia in Bloom due to being a member.

Cllr R Dray declared a non-pecuniary interest in matters relating to Finchfield due to being a Trustee of Finchfield.

Cllr J Burton declared a non-pecuniary interest in matters relating to Rayleigh Primary School

63 PUBLIC FORUM

None present.

64 APOLOGIES FOR ABSENCE

Apologies have been received from Cllrs Mrs J Lumley, I Ward, R Milne and R Dowell.

65 SUBSTITUTES

None present.

66 NON-COMMITTEE MEMBERS ATTENDING

Cllr C Stanley attended as a non-committee member

67 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 24<sup>th</sup> June 2019

RESOLVED to sign the minutes as a correct record

68 COMMITTEE BUDGET

Members received and noted the budget report for the current financial year and were reminded by the Committee Chairman to make any suggestions for the budget 2020/2021 at the meeting to be held on 7<sup>th</sup> October 2019

RECOMMENDED to approve the budget report.

69 RAYLEIGH IN BLOOM SUB-COMMITTEE

69.1 Rayleigh in Bloom Sub-Committee

Members noted that the Anglia in Bloom Judging took place on 11<sup>th</sup> July 2019. The results will be announced at the Ceremony on 10<sup>th</sup> September 2019. The Town Council Chairman, Sub Committee Chairman and Environment Chairman will be attending.

The next Rayleigh in Bloom Sub Committee meeting will be held on Monday 23<sup>rd</sup> September. 2019 at 11.15am

RECOMMENDED that the above information be noted.

69.2 Rose/Shrub Beds in Town Centre

Members received and noted Elm's monthly report for June and July 2019. It was noted that Poplar Drive should read as Poplar Road.

Members noted 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. A date has not been received from RDC at this time.

A meeting has been arranged with PHS for 2<sup>nd</sup> October 2019 to discuss the maintenance of the High Street floral displays. It was noted that the floral displays differ in quality as you enter the High Street from London Hill/Church Street.

Members considered 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. Cllr Mrs M Spencer informed that the beds are currently full of bind weed and need to be cleared, regularly dug over, soil treated and left fallow for a year in order to stand a chance of removal. The beds could then be planted with low maintenance plants. Cllr C Stanley informed members he had been maintaining the area on a regular basis and planted roses and daffodils, however due to circumstances this had not been possible over a short period of time. Elm conduct weed removal from both beds once a month. A member raised concerns that if volunteers were not able to maintain the area regularly the problem would persist and therefore it was best to find a solution and low maintenance alternative.

Cllr R Dray proposed and Cllr J Burton seconded that both beds should be cleared and left fallow for a year and then planted with low maintenance shrubs. 7 members voted in favour 1 abstained.

The Committee Chairman thanked Cllr C Stanley on behalf of the Town Council for the work he has carried out on the flowerbeds over the years.

RECOMMENDED that a) both flowerbeds located behind Barclays Bank on Websters Way are cleared and left fallow for a year and then planted with low maintenance shrubs and b) the rest of the information be noted.

#### 70 ALLOTMENTS SUB-COMMITTEE

Members noted that the date for next allotment meeting is Tuesday 24<sup>th</sup> September 2019 at 9.30am

RECOMMENDED that the above information be noted.

#### 71 CHRISTMAS LIGHTS SUB-COMMITTEE

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

Members were informed that £750 has been received from Palmers Solicitors as sponsorship for the event and Marcos will be hosting their fund raising night on 21<sup>st</sup> November 2019. The Committee Chairman expressed thanks to both companies.

A sub-committee meeting will be held on Monday 23<sup>rd</sup> September 2019 at 10.00am

RECOMMENDED that the above information be noted.

#### 72 LOWER WYBURNS WOODS, DAWS HEATH ROAD

##### 72.1 General Maintenance

Members noted that regular fortnightly site inspections by the Town Council are continuing and received the reports

Members received and noted Elm's monthly report for June and July 2019.

Further to minute no 42 of the Environment Committee meeting held on 24<sup>th</sup> June 2019 members noted that quotes are being received to replace the dying saplings which are part of the HM Canopy. A member informed that the Woodlands Trust are giving away free trees and this may be an option for the replacements. Cllr C Stanley offered fencing to protect any planted saplings.

Members noted that letters have been sent to residents to inform them to remove the two bridges at the Lower Wyburns Woodland. One resident has responded and a site visit will be arranged with the Committee Clerk and Cllr J Lawmon present.

RECOMMENDED that the above information be noted.

73 RAYLEIGH MARKET SUB-COMMITTEE

73.1 General Matters

Members noted that the general market continues to be held every Wednesday.

RECOMMENDED that the above information be noted.

73.2 Italian Food Market

Members noted that the Italian Food Market will take place on Saturday 31<sup>st</sup> August 2019 with at least 6 general stalls. The Committee Chairman will attend on the day to collect outstanding rents.

RECOMMENDED that the above information be noted.

74 REMEMBRANCE DAY WORKING GROUP MEETING

Members noted that a Remembrance Day Parade and Service will take place on Sunday 10<sup>th</sup> 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.

RECOMMENDED that the above information be noted.

75 PUBLIC TRANSPORT/BUS SHELTERS

75.1 Town Council Bus Shelters

There were no reports from members regarding Town Council Bus shelters however a member raised a concern that the hedge adjacent to the shelter on London Road needs cutting back to avoid covering the roof as in previous years.

RECOMMENDED to report that that hedge adjacent to the shelter on London Road needs cutting back to avoid covering the roof as in previous years.

75.2 ECC Passenger Transport Meeting

Members noted 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. A question was raised regarding the installation of a bus shelter on Eastwood Road (adjacent to Wimpy) if the number 1 and 9 service are redirected. This question would be raised by the Town Council's representative at the next meeting.

RECOMMENDED that a) the Town Council's representative raise the issue of the installation of a bus shelter on Eastwood Road (adjacent to the Wimpy) if number 1 and 9 service are redirected and b) the rest of the information be noted.

76 COMMUNITY SPEEDWATCH

Members noted that Community speed watch sessions took place on Monday 19<sup>th</sup> August 2019 on The Chase and Tuesday 20<sup>th</sup> August 2019 on Victoria Road. The sessions planned for 4<sup>th</sup> and 16<sup>th</sup> July 2019 did not take place due to lack of volunteers. The Town Council will chase PC S Joynes for an update on gaining approval for speedwatch sites on Downhall Road, Hambro Hill and London Hill.

Members were informed by the Committee Chairman that the residents of Victoria Road have submitted a petition to Mark Francois MP regarding the speed on Victoria Road.

RECOMMENDED that the above information be noted.

77 GRAFFITI

Members did not report any new incidents of graffiti. 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 the above information be noted.

78 STREET FURNITURE

Members to report any matters relating to street furniture.

78.1 Directional Sign by The Works (previously New Look)

Members noted that the new fingers for the directional sign on the heritage post in the High Street by Elliott and Smith Estate Agents have been installed.

RECOMMENDED that the above information be noted.

78.2 Directional Sign in Ernie Lane

Members noted 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 had been damaged and cannot be rehung due to health and safety concerns. A replacement arm has been ordered.

RECOMMENDED that the above information be noted.

78.3 Eastwood Road Bench

Members noted 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. Rochford District Council have confirmed this bench is their responsibility and will be liaising with the resident directly.

RECOMMENDED that the above information be noted.

#### 78.4 High Street Bollards (Junction with Crown Hill)

Members noted that a site meeting took place on 1<sup>st</sup> August 2019 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.

RECOMMENDED that the above information be noted.

#### 79 CROWN HILL PUBLIC TOILETS

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

RECOMMENDED that the above information be noted.

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

##### 80.1 Big Issue

To note that the Big Issue has not appointed a vendor at present.

RECOMMENDED that the above information be noted.

##### 80.2 Homelessness/Beggars

A member reported a busker outside the old Savers store in the High Street and that the volume of the music was very loud. The Committee Chairman asked the Town Council office to report this matter to RDC Licensing.

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

RECOMMENDED to a) report the busker outside the old Savers store in the High Street to RDC Licencing due to the volume of music and b) the rest of the information to be noted.

#### 81 LITTER/FLY POSTING IN TOWN CENTRE

The Committee Chairman reported that the circus had displayed posters in the two Town Council notice boards located by Boots and HSBC. These will be removed.

RECOMMENDED to remove the circus posters displayed in the two Town Council notice boards located by Boots and HSBC.

#### 82 TOWN CENTRE CLOCK

Further to minute no 54 of the Environment Committee meeting held on 24<sup>th</sup> June 2019 members noted that lighting will be replaced in the clock on the 4<sup>th</sup> September 2019 at the agreed cost of £976.

Members received a report for the cost of the clock in the last year. It was noted that since the last service two issues had occurred (clock had stopped and lighting). It was agreed that the clock is now a well loved feature of the Town and it is vital to conduct repairs. Members agreed to review the charges for the maintenance and repair in a years' time.

RECOMMENDED to review the charges for maintenance and repair for the clock in a years time.

83 ROCHFORD DISTRICT COUNCIL'S TOURISM FORUM

Members noted there was no update on the wider Tourism Forum 2020.

RECOMMENDED that the above information be noted.

84 PUBLIC FOOTPATHS

Mr M Davies provided a report on the footpath and members noted the contents.

RECOMMENDED that the above information be noted.

85 RAYLEIGH TOWN MUSEUM

Mr M Davies provided a report on the museum and members noted the contents.

RECOMMENDED that the above information be noted.

86 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies provided a report on Rayleigh Through the Looking Glass and members noted the contents.

RECOMMENDED that the above information be noted.

87 NEW HERITAGE PLAQUES

Member received a list of 6 suggested locations provided by Mr M Davies for possible new Heritage Plaques and agreed to write to Holy Trinity Church and Rayleigh Primary regarding where a plaque could be located at their premises. The plaques ideally need to be located on the outside of the building in order to be seen by members of public at all times.

RECOMMENDED to write to Holy Trinity Church and Rayleigh Primary regarding the location of a Heritage Plaque at each premises.

88 RAYLEIGH MOUNT

Members received a copy of the minutes for the meeting held on 13<sup>th</sup> June 2019 (attached) and to note that the next meeting will be held on Thursday 3<sup>rd</sup> October 2019 at Rayleigh Town Museum at 7.05pm. Details have been sent to the Town Council's Representatives.

RECOMMENDED that the above information be noted.

89 CRUCIAL CREW

Members noted that RDC have arranged for Crucial Crew to take place for all Rayleigh Schools from Monday 30<sup>th</sup> September to Friday 4<sup>th</sup> October 2019. All schools across the District have been invited to attend. Members agreed that the Town Council would provide certificates for all Rayleigh Schools attending as in previous years. Andy Parkman, Community Safety Officer, RDC will provide the number of pupils to the Town Council office.

RECOMMENDED to provide certificates for all Rayleigh Schools attending Crucial Crew in 2019.

Meeting closed at 8.55pm

Chairman

Signature ..... Date.....