

RAYLEIGH TOWN COUNCIL
MINUTES OF ENVIRONMENT COMMITTEE MEETING
held on 18th November 2019 at 7.30pm at
the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr Mrs C Roe

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

120 DECLARATIONS OF INTEREST

Cllrs Mrs C Roe, Mrs J Lumley, I Ward 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 Mrs J Lumley declared a non-pecuniary interest in matters relating to Essex County Council by virtue of being a member of that Council.

121 PUBLIC FORUM

There were no members of public.

122 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs R Dray, R Milne and J Burton.

123 SUBSTITUTES

There were no substitutes.

124 NON-COMMITTEE MEMBERS ATTENDING

Cllr C Stanley attended as a non committee member.

125 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 7th October 2019

RESOLVED to sign minutes as a correct record.

126 RAYLEIGH IN BLOOM SUB-COMMITTEE

126.1 Rayleigh in Bloom Sub-Committee

Members noted that Cllrs Mr I Ward and Mrs M Spencer, Committee Clerk and Admin Assistant attended the Anglia in Bloom Seminar on 6th November 2019 in Redbourn. Cllr I Ward informed that the judges had suggested producing a map for next year to highlight the different areas of responsibility in the High Street in relation to weeding, litter clearance etc.

RECOMMENDED that i) to produce a map highlighting the areas of responsibility and ii) the rest of the information be noted.

126.2 Rose/Shrub Beds in Town

Nominated members had no updates on the condition of the town centre beds, for which the Town Council is responsible and received Elm's monthly report.

Further to minute no 97.2 of the Environment Committee meeting held on 7th October 2019 members noted that a meeting will be arranged in January 2020 to provide a servicing programme for the floral displays.

RECOMMENDED that the above information be noted.

126.3 Removal of Flowers in Town Centre

Members noted that PHS have conducted the winter planting of the High Street Flowerbeds

RECOMMENDED that the above information be noted.

126.4 Barclays Bank Flower Beds

Members noted that Cllrs D Sperring and Mrs M Spencer had commenced the removal of plants and weeds from the Barclays Flowerbed. Elm continue to visit the flowerbed once a month to carry out the maintenance.

RECOMMENDED that the above information be noted.

127 ALLOTMENTS SUB-COMMITTEE

Members noted that the next allotment sub committee meeting will be held on Tuesday 3rd December 2019 at 9.30am.

RECOMMENDED that the above information be noted.

128 CHRISTMAS LIGHTS SUB-COMMITTEE

Members were informed that Rochford District Council had raised concern with a couple of issues in relation to the Safety Advisory Group form. All queries had been answered promptly. Members who were assisting at the event were reminded to collect their hi-vis vest from the office in advance and duties/vouchers for the night had been issued.

The Committee Chairman thanked all staff for the great job that they were doing to make this yet another successful event.

RESOLVED that the above information be noted.

129 LOWER WYBURNS WOODS, DAWS HEATH ROAD

Members noted that regular fortnightly site inspections by the Town Council are continuing and received a copy of the latest report. A copy of Elm's monthly report was also received.

Members noted that 5 trees have been ordered at a cost of £17.50 to replace the dying saplings which are part of the HM Canopy. Planting will be carried out between November and March and a photograph will be arranged.

Members noted that the resident will be informed to remove the bridge on the grounds of health and safety. The Town Council would not be covered by their insurance for any incident that may occur. A Letter will be sent to all properties adjacent to this area to inform that the installation of bridges is not permitted. Cllr J Lawmon has volunteered to deliver the letters.

RECOMMENDED that the above information be noted.

130 RAYLEIGH MARKET SUB-COMMITTEE

130.1 General Matters

There were no general matters raised in relation to the market.

RECOMMENDED that the above information be noted.

130.2 Saturday Markets

Members noted that the general markets have commenced, scheduled from Saturday 2nd November 2019 to 21st December 2019 in the High Street. However, Saturday 2nd November 2019 was cancelled due to adverse forecast weather conditions.

RECOMMENDED that the above information be noted.

131 REMEMBRANCE DAY WORKING GROUP MEETING

Members noted that the Remembrance Parade and Service was held on 10th November 2019. The Committee Chairman thanked the office staff for their assistance with the event. A meeting will be held on 23rd January 2020 to discuss arrangements for the 2020 Service.

RECOMMENDED that the above information be noted.

132 POPPIES 2020

Members noted that the following discussions and suggestions provided by Cllr B Smart at the Town Council meeting held on 11th November 2019, members agreed to allocate a budget of £500 towards the structural material and display costs of the 2020 project.

RECOMMENDED to allocate a budget of £500 towards the structural material and display costs of the 2020 project.

133 PUBLIC TRANSPORT/BUS SHELTERS

133.1 Town Council owned Bus Shelters

There were no reports from members who have responsibility for checking the condition of bus shelters at the meeting.

RECOMMENDED that the above information be noted.

133.2 ECC Passenger Transport Meeting

Members will be advised of the next date for the ECC Passenger Transport Meeting in due course.

RECOMMENDED that the above information be noted.

134 COMMUNITY SPEEDWATCH

Members noted that the speed watch gun has been calibrated and returned to the Town Council office. Dates for sessions will be arranged in the new year.

RECOMMENDED that the above information be noted.

135 GRAFFITI

Members did not 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.

RECOMMENDED that the above information be noted.

136 STREET FURNITURE

Members to report any matters relating to street furniture.

136.1 Water Fountain

Members considered a suggestion from a member to install a water fountain in the High Street and agreed that the High Street would not be a suitable location due to planning permission and concerns of vandalism, connection, maintenance, pigeons and health and safety. Members agreed that the matter should be considered by the King George V Playing Field Committee for possible installation in the playing field.

RECOMMENDED to consider the installation of a water fountain in the King George V Playing Field.

137 STREET LIGHTING

Members noted that Cllr Mrs J Lumley has raised the query regarding additional street lighting on the footpaths in Sweyne Park Open Space area with the Local Highways panel and at present there is no update on the situation.

RECOMMENDED that the above information be noted.

138 CROWN HILL PUBLIC TOILETS

Members noted that Healthmatic appear to be managing the new public toilets to a satisfactory standard and there has been a report of graffiti on one door window and on the lock inside the cubicle.

RECOMMENDED that the above information be noted.

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

Members to consider any matters relating to these subjects.

139.1 Big Issue

Members noted that the Town Council has been provided with ID numbers for two vendors that operate in the High Street. They have been informed not to visit the High Street on Wednesdays and Saturdays due to the market. The Committee Chairman informed members that a Big Issue vendor was present on Saturday and that she had moved them on twice from the High Street. A meeting is being arranged with the Big Issue Supervisor as this had become a regular occurrence.

RECOMMENDED that a meeting will be arranged with the Big Issue Supervisor to discuss the vendors in the High Street.

139.2 Homelessness/Beggars

Members received the response from Rochford District Council in relation to the individual in front of the old savers store in the High Street. Members informed that the individual has been actively begging over the weekend and attracts the interest of members of public. It was agreed for the Town Council office to contact the District Council in relation to the clearance of the items which are left outside the premises daily.

RECOMMENDED that i) to advise Rochford District Council that the individual is actively begging ii) to contact Rochford District Council regarding the removal of items from in front of old savers and iii) the rest of the information be noted

140 LITTER/FLY POSTING IN TOWN CENTRE

Members did not report any new matters relating to litter/fly posting clearance in the town centre.

RECOMMENDED that the above information be noted.

141 ROCHFORD DISTRICT COUNCIL'S TOURISM FORUM

Members did not receive any update on the wider Tourism Forum 2020 at the meeting.

RECOMMENDED that the above information be noted.

142 PUBLIC FOOTPATHS

Mr M Davies provided a report and members raised a concern regarding footpaths.

RECOMMENDED that the above information be noted.

143 RAYLEIGH TOWN MUSEUM

Mr M Davies provided a report on matters relating to Rayleigh Town Museum.

RECOMMENDED that the above information be noted.

144 RAYLEIGH THROUGH THE LOOKING GLASS

Mr M Davies has provided a report on matters relating to Rayleigh Through The Looking Glass.

RECOMMENDED that the above information be noted.

145 NEW HERITAGE PLAQUES

Members noted that Rayleigh Primary School and Mr M Davies, Rayleigh Town Museum have been contacted to arrange a site meeting to discuss the location of a Heritage Plaque. A representative from the Town Council will also be present.

Members to note as discussed at the last meeting the plaque for Holy Trinity Church will be installed in 2020/2021.

RECOMMENDED that the above information be noted.

146 RAYLEIGH MOUNT

Members noted that a Rayleigh Mount Committee meeting was held on 7th November 2019. Minutes will be received in due course. Members noted the report provided by Cllr Mrs C Pavelin.

RECOMMENDED that the above information be noted.

147 COMMITTEE BUDGET

Members considered the Committee budget to the year end and the proposed budget for the next financial year, agreed budget for 2021/2020 (annex to meeting).

The following items have been added to the budget for 2021/2020

- Remembrance - £500 for structural and display costs for the 2020 project
- Floral Displays - £1, 662.20 for the purchase of 4 promenade planters to be positioned by the Bollards adjacent to Crown Hill/High Street roundabout. (this does not include maintenance and planting)
- Quotes for allotment drainage and high street flowerbed seating have been requested but not received a provision in the budget should be made for these items.

Meeting Closed at 9.00pm

Chairman

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