

RAYLEIGH TOWN COUNCIL
MINUTES OF ENVIRONMENT COMMITTEE MEETING
held on 23rd November 2020 at 7.30pm at
the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr Mrs C Roe

Councillors: R Dray, R Dowell, J Lawmon, Mrs J Lumley, Mrs D Mercer, Mrs J Sawford, B Smart, Mrs M Spencer R Milne, I Ward, C Stanley, D Sperring, J Newport, R Shorter and K Podd

In attendance: Miss K Gaiger, Deputy Town Clerk
Mr M Letch – Locum Town Clerk

Visitors: Mr M Davies, Public Footpaths Representative and Chairman, Rayleigh Town Museum

1 DECLARATIONS OF INTEREST

Cllrs R Dray, Mrs C Roe, I Ward, R Milne, Mrs J Lumley, C Stanley, J Newport and D Sperring 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.

Cllr Mrs C Roe declared a non-pecuniary interest in matters relating to Chamber of Trade

Cllr Mrs M Spencer declared a non-pecuniary interest in matter relating to Anglia in Bloom

2 APOLOGIES FOR ABSENCE

Apologies were received from Cllr J Burton.

3 SUBSTITUTES

There were no substitutes

4 NON-COMMITTEE MEMBERS ATTENDING

Cllrs K Podd, J Newport, C Stanley, R Shorter and D Sperring attended as non-committee members

5 MINUTES OF ENVIRONMENT COMMITTEE MEETING held on 20th March 2020

RESOLVED to sign minutes as a correct record.

6 RAYLEIGH IN BLOOM SUB-COMMITTEE

6.1 Rose/Shrub Beds in Town Centre

Members received and noted the monthly reports received from Elm.

RECOMMENDED that above information be noted.

6.2 Holy Trinity Flowerbed

Members noted the Cllrs Mrs M Spencer and Mrs D Mercer continue to maintain the flowerbed adjacent to Holy Trinity Church

RECOMMENDED that the above information be noted.

6.3 Barclays Bank Flower Beds

Members noted that Cllrs D Sperring and Mrs M Spencer continue to work on the removal of plants and weeds from the Barclays Flowerbed. Cllr Mrs M Spencer purchased daffodils and additional plants to go in the bed and these have been planted.

RECOMMENDED that the above information be noted.

7 ALLOTMENTS SUB-COMMITTEE

Members noted the list of current allotment plot rents and all agreed that there would be no change to the rents for 2021. Rent notifications will be sent out in December 2020 for payment.

RECOMMENDED that the Allotment Rents are to remain the same for 2021.

8 RAYLEIGH IN BLOOM

Members noted that all Anglia in Bloom Competitions were cancelled for 2020 due to the covid-19 virus.

Members noted that an informal meeting with the Rayleigh in Bloom Sub Committee Councillors only will be held on Thursday 19th November 2020 to discuss the tenders received for the floral contract 2021-2024.

Member notes the free winter hanging baskets supplied by PHS are now displayed in Websters Way Car Park and Bellingham Lane Car Park.

RECOMMENDED that the above information be noted.

9 CHRISTMAS LIGHTS SUB-COMMITTEE

Members noted that the Christmas Lights Switch on to be held on 26th November 2020 has been cancelled due to the Covid-19 Virus. The lights have been installed as normal and will be switched on from 26th November 2020. Sponsorship has been received from businesses and organisations and to date £1,190 has been received. A sponsorship banner will be produced and displayed in the town.

A letter has been sent to all members requesting the assistance in checking the lights during November/December and January.

RECOMMENDED that the above information be noted.

10 TRINITY FAIR 2020

Members noted that Trinity Fair 2020 to be held on 7th June 2020 was cancelled due to Covid-19.

Sunday 6th June 2021 has been agreed with Haddon Events for the Trinity Fair 2021 and will depend on the current situation and guidelines in relation to the Covid-19 virus

RECOMMENDED that the above information be noted.

11 LOWER WYBURNS WOODS, DAWS HEATH ROAD

General Maintenance

Members received Elm's monthly report and raised a question regarding the filling in of holes on the pathway around the woodland, if this was being carried out monthly or just not removed from a previous report. The Town Council office will liaise with the contractor for clarification.

RECOMMENDED the above information be noted.

12 RAYLEIGH MARKET

12.1 Wednesday Market

Members noted that the market continued to trade at a limited capacity up until 4th November 2020. From 5th November 2020 only 5 essential stalls are permitted to trade until the current National Lockdown is over and further advice has been received from the Government. Members were informed that the non-essential stalls would return on the 9th December 2020.

(Following Government legislation it was confirmed that non-essential shops may open on 2nd December 2020 therefore this would apply to outdoor markets. The trades concerned have been advised).

A member suggested that the Town Council could provide a second weekly market however the Committee Chairman informed that the Town Council only have permission to hold markets on a Wednesday due to the taxi lagoon.

RECOMMENDED that the above information be noted.

12.2 Covid-19 Assistance

Members noted that Rochford District Council set up a campaign to help businesses return and re-open safely following the lock down in July 2020 (www.weareback.co.uk). The Town Council publicised the grant funding opportunities that were available to businesses during the first lock down period. These are being dealt with by a dedicated team at Rochford District Council. Any additional information to help businesses received from RDC will be shared on the Town Council's website.

The Town Council office have liaised with Rochford District Council's Environmental Health Department in relation to any issues with businesses and their operation as a result of Covid-19.

Members discussed ways the Town Council could help businesses in Rayleigh that are affected by Covid-19. It was noted that two stores are due to close however this is not necessarily due to the pandemic. The Town Council host two annual events which attracts many residents however due to the pandemic these were cancelled this year.

Cllr Ward informed that RDC have established a Business Recovery working group to discuss such matters and the Cllrs J Newport and R Milne are members. It was agreed that due to this group already being established it was not therefore appropriate for the Town Council to create their own group. This group should also work with Chamber of Trade. The three RDC members would represent the Town Council and report back any relevant information for member or to be circulated via website, social media etc

RECOMMENDED that Cllrs I Ward, J Newport and R Milne represent the Town Council on RDC Business Recovery Working Group.

13 REMEMBRANCE DAY 2020

13.1 Remembrance Service 2020

Members noted the due to the National Lockdown the Remembrance Service to be held on 8th November 2020 was cancelled. Rev David Oxtoby held the service remotely.

RECOMMENDED that the above information be noted.

13.2 Battle of Britain Airman Display

Members noted that Cllr B Smart arranged for Battle of Britain Airman posters to be displayed in shop/organisation/school windows and noticeboards to mark the 75th Anniversary. The Committee Chairman thanked Cllr Smart for his hard work on this project

RECOMMENDED that the above information be noted.

14 PUBLIC TRANSPORT/BUS SHELTERS

14.1 Town Council owned Bus Shelters

Members did not report any items relating to the bus shelters.

RECOMMENDED that the above information be noted.

15 COMMUNITY SPEEDWATCH

Members noted that Community Speed Watch Co-ordinator, Essex Fire and Rescue Service has advised that speedwatch sessions cannot take place from 5th November 2020 due to Nationwide Lockdown.

RECOMMENDED that the above information be noted.

16 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.

17 STREET FURNITURE

17.1 Members did not report any matters relating to street furniture.

RECOMMENDED that the above information be noted.

17.2 NOTICE BOARDS

Members noted that noticeboards had been displaying the Battle of Britain Airman posters and that additional posters will be sent to those responsible for updating the information on a weekly basis. A member reported that the noticeboard located adjacent to Asda is in need of cleaning. The Town Council office will contact the company that clean the bus shelters.

RECOMMENDED that the Town Council office contact the company that clean the bus shelters to clean the Noticeboard at Asda.

18 STREET LIGHTING

Further to minute no 197 of the Environment Committee meeting held on 2nd March 2020 Cllr Mrs J Lumley informed members that the scheme for additional street lighting on the footpaths in the Sweyne Park Open Space area from the Local Highways Panel had been approved. The LHP would be writing to the Rayleigh Town Council and Rawreth Parish Council shortly to provide details and figures. It is expected the scheme will cost in the region of £39,000. Members agreed that the Town Council should budget for a quarter of the cost, approximately £10,000.

Cllr Newport expressed his thanks to Cllr Mrs J Lumley for the work she had put into getting this project approved as it will benefit the many residents who regularly use this area.

RECOMMENDED to add to the budget £10,000 toward the cost of the lighting provided by Local Highways Panel.

19 CROWN HILL PUBLIC TOILETS

Members noted that Healthmatic continue to manage the crown hill public toilets to a satisfactory standard. The toilets continued to be open throughout the lockdown.

RECOMMENDED that the above information be noted.

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

Members considered any matters relating to these subjects.

20.1 Big Issue

Members were informed that the Big Issue Area manager had been notified of an unauthorised vendor in the High Street operating on Wednesdays. The individual has been spoken to by the manager and they have not been seen in the High Street while the second lockdown is in place. Members to report any sightings to the Town Council office.

RECOMMENDED that the above information be noted.

20.2 Homelessness/Beggars

Members did not report any matters regarding homelessness and beggars in the town.

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

RECOMMENDED that the above information be noted.

21 LITTER/FLY POSTING IN TOWN CENTRE

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

RECOMMENDED that the above information be noted.

22 MEMORIAL

Members noted that details of the plaque and bench in memory of Mr J Dines had not been received by the Town Council office.

RECOMMENDED that the above information be noted.

23 PUBLIC FOOTPATHS

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

RECOMMENDED that the above information be noted.

24 RAYLEIGH TOWN MUSEUM

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

RECOMMENDED that the above information be noted.

26 NEW HERITAGE PLAQUES

Members noted that a quote is being obtained to produce the heritage plaque for Rayleigh Primary School. The wording has been provided by Mr M Davis and will be sent to all committee members for information. (wording attached)

RECOMMENDED that the above information be noted.

27 COMMITTEE BUDGET

The Committee Chairman introduced Mike Letch, Locum Town Clerk who had been working on the budgets with the Deputy Town Clerk. Members considered the committee budget to the end of the year and all members agreed the proposed budget for the Environment Committee 2021/2022.

Members had previously discussed in minute no 18 of this meeting it was agreed to allocate £10,000 towards street lighting scheme provided by the LHP.

Members agreed the that Earmarked Reserves created would be discussed at the Policy & Finance Budget meeting in January 2021.

RECOMMENDED that the above information be noted.

Meeting closed at 8.57pm

Chairman

Signature..... Date